

## **APPLICATION REQUIREMENTS FOR TOWN OF PARADISE PLANNING COMMISSION OR PLANNING DIRECTOR REVIEW OF TOWN TREE FELLING PERMIT APPLICATIONS**

Tree felling Permit application materials reviewed by the Town Planning Director or Planning Commission shall contain the following information:

1. A completed Town of Paradise Tree Felling Permit application form.
2. A written analysis prepared by a qualified tree expert certifying the reason(s) why each individual tree must be felled. A qualified tree expert is defined as either a) a California registered professional forester, b) an arborist certified by the Western Chapter of the International Society of Arborists, or c) a state licensed contractor with at least seven years of local tree service experience.
3. Ten copies of a detailed plot plan of the property where trees are proposed to be felled. All plot plans shall be drawn to a common engineer's scale (suggest 1"=20', 1"=30', 1"=40' or 1"=50), dated and signed. The minimum size for a plot plan shall be 8½ x 11 inches. Plot plans shall contain the following information:
  - a. Qualifying trees to be felled, identified by species and circumference or diameter of each tree at breast height. Breast height is measured at four feet, six inches above the ground on the uphill side of a tree. Felling of trees with a circumference of less than thirty-one (31) inches or a diameter of less than ten (10) inches does not require a tree-felling permit.
  - b. Qualifying trees to remain on the site, also identified by species and size as above.
  - c. Property lines and street names.
  - d. Existing and proposed septic systems, driveways, parking areas and other paved areas.
  - e. Location and dimensions of existing and proposed structures, signs, fences and retaining walls.
  - f. Areas to be graded.
  - g. Scale of map, north arrow, property owner's name and assessor parcel number.
4. For each qualifying tree felled, one replacement tree [fifteen (15) gallon minimum size] shall be planted on the site of the tree felling as replacement trees. Any request for an exception to this requirement shall be submitted in writing to the town as part of the application materials and shall outline the reasons why some or all required replacement trees should not be planted.

To facilitate field inspections by reviewing body members and town staff prior to scheduled tree permit review hearings, tree permit applicants shall physically prepare tree felling sites in the following manner:

1. Each qualifying tree proposed for felling shall be marked in the field with tags or flagging and numbered or lettered in accordance with tree locations shown on the plot plan.
2. If trees are proposed for felling to accommodate construction activities, the corners of proposed structures, parking areas, driveways and areas to be graded shall be staked or marked in the field in a manner which is sufficient to determine the relationship of marked trees to the proposed development.