City (and perhaps Neighborhood) Address and Seal

**SAMPLE TREE DISCLOSURE STATEMENT**

The City of Los Angeles Municipal code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_requires disclosure and protection of certain trees located on private and public property, and that they be shown on submitted and approved site plans. A completed *tree disclosure statement* must accompany all permit applications that include exterior work, all demolition or grading permit applications, or other development activity.

**PROPERTY ADDRESS:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **1**

**Are there Regulated trees on or adjacent to the property? YES \_\_\_\_\_NO \_\_\_\_\_** (If no, proceed to Section 4)

***[Sections 1- 4 MUST be completed by the applicant. Please circle and/or check where applicable.]***

1. Where are the trees? Check those that apply. **(Plans must be submitted showing all trees over 4” diameter).**

\_\_\_\_\_On the property
\_\_\_\_\_On adjacent property overhanging the project site
\_\_\_\_\_In the City planter strip or right-of-way easement within 30’ of property line (Street Trees)**\***

**1
\***Street trees **require special protection by a fenced enclosure**, per the attached instructions. Prior to receiving any permit, you must provide an authorized Street Tree Protection Verification form. Contact Public Works Operations at \_\_\_\_\_\_\_\_\_\_\_\_\_for inspection of type I, II or III fencing (see attached Detail \_\_\_\_\_ required for all street trees. **1**

2. Are there any Protected or Designated Trees? **YES\_\_\_\_\_** (Check where applicable) **NO \_\_\_\_\_**

\_\_\_\_\_Protected Tree (s)

\_\_\_\_\_Designated Tree (s)

\_\_\_\_\_On or overhanging the property

3. Is there activity or grading within the dripline? (radius 10 times the trunk diameter) of these trees? \_\_\_\_\_**YES**

**\_\_\_\_\_NO**

*If Yes,a* ***Tree Preservation Report*** *must be prepared by an ISA certified arborist and submitted for staff review).*

4. Are the Site Plan Requirements \*\*completed? **YES\_\_\_\_\_ NO\_\_\_\_\_**\*\*Plans. Protection of Regulated trees during development require the following: (1) Plans must show the measured trunk diameter and canopy dripline; (2) Plans must denote, as a bold dashed line, a fenced enclosure area out to the dripline, per instructions attached.

**I, the undersigned, agree to the conditions of this disclosure.** I understand that knowingly or negligently providing false or misleading information in response to this disclosure requirement constitutes a violation of the Palo Alto Municipal Code Section 8.10.040, which can lead to criminal and/or civil legal action.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ (Prop. Owner or Agent)



**FOR STAFF USE:**Protective Fencing: Sections 5-6 below must be **completed by staff** for the issuance of any development permit (demolition, grading or building permit).

5. Protected Trees. The specified tree fencing is in place. A written statement is attached verifying that
protective fencing is correctly in place around protected and/or designated trees. **YES\_\_\_\_\_ NO\_\_\_\_\_** (N/A if there are no protected trees, check here ) \_\_\_\_\_.

6. Street Trees. A signed Public Works Street Tree Protection Verification form is attached. **YES\_\_\_\_\_ NO\_\_\_\_\_** (N/A if there are no street trees, check here). \_\_\_\_\_

Regulated Trees – Need to fill in with all regulated trees.

Protected or Designated Trees,: Commercial or non-residential property trees, which are part of an approved landscape plan.