

UFD TREE REMOVAL PERMIT APPLICATION INTERNAL CHECKLIST

ss: 13052 W APPLETON WAY

CD#: 11

SR#: 1-116687247

GENERAL PERMIT REQUIREMENTS (ALL PERMITS, FORMAL & INFORMAL):

- | | |
|---|---|
| <input checked="" type="checkbox"/> Removal Permit Application
<input checked="" type="checkbox"/> Construction Permit Type (A, B, City Planning, etc)
<input checked="" type="checkbox"/> Comprehensive Color Photographs
<input type="checkbox"/> Geo Soils Report (if necessary)
<input checked="" type="checkbox"/> Mitigation Details
___ Replacement tree quantity, size & species (if replacements are required)
___ Delivery tree quantity, size & species (if deliveries are required)
___ Driveway only: a photo of the proposed driveway entrance marked by cones | <input checked="" type="checkbox"/> Subject Tree Details (quantity, size, species)
<input checked="" type="checkbox"/> Field Inspection Report
<input type="checkbox"/> Plot Plan (if necessary)
<input type="checkbox"/> HPOZ Confirmation
<input checked="" type="checkbox"/> ZIMAS Parcel Profile Report |
|---|---|

CITY FORCES - STAFF WILL NOTIFY _____

WHEN PERMIT IS APPROVED

INFORMAL (1 OR 2 TREES) MUST INCLUDE GENERAL PERMIT REQUIREMENTS AND THE FOLLOWING:

INFORMAL STANDARD TREE(S)

- Notification Sheet (CD/CFAC/NC)
- CEQA Evaluation Form
- Other environmental documents:
 - ___ Notice of Exemption (for categorical exempt)
 - ___ Mitigated Negative Declaration
 - ___ Environmental Impact Report

INFORMAL PROTECTED TREES

- Protected Tree Report Bond Prepared
- Notification Sheet (CD/CFAC/NC)
- CEQA Evaluation Form (protected tree)
- Other environmental documents:
 - ___ Notice of Exemption (for categorical exempt)
 - ___ Mitigated Negative Declaration
 - ___ Environmental Impact Report

FORMAL (3 TREES OR MORE) MUST INCLUDE GENERAL PERMIT REQUIREMENTS AND THE FOLLOWING:

FORMAL STANDARD TREES

- Board Report with transmittals attached
- Notification Sheet (CD/CFAC/NC)
- CEQA Evaluation
- Tree Notification System Updated
- Other environmental documents:
 - ___ Notice of Exemption (for categorical exempt)
 - ___ Mitigated Negative Declaration
 - ___ Environmental Impact Report

FORMAL PROTECTED TREES

- Board Report with transmittals attached Bond Prepared
- Protected Tree Report
- Notification Sheet (CD/CFAC/NC)
- Tree Notification System Updated
- CEQA Evaluation Form (protected tree)
- Other environmental documents:
 - ___ Notice of Exemption (for categorical exempt)
 - ___ Mitigated Negative Declaration
 - ___ Environmental Impact Report

REVIEWED BY:

INITIALS:

DATE:

<input type="checkbox"/> H. BANUELOS		
<input type="checkbox"/> S. DUPREY		
<input checked="" type="checkbox"/> A. HERNANDEZ	A.H	9/10/18
<input type="checkbox"/> J. KIM		
<input type="checkbox"/> K. LEWIS		
<input type="checkbox"/> D. MIRANDA		
<input type="checkbox"/> A. SANCHEZ		
<input type="checkbox"/> L. TORRES		
<input type="checkbox"/> R. TULL		
<input type="checkbox"/>		
<input type="checkbox"/>		

IMPORTANT: This form shall be attached to all removal permit requests submitted to the Chief Forester for approval. Removal permit requests submitted without this form will be returned to the appropriate Superintendent. Please be advised that signing your initials indicates that you have reviewed the attached permit application for completion and accuracy. If the above requirements have not been met, the removal permit application will be returned to the appropriate supervisor.

CLERICAL USE ONLY

NOTIFIED CD & CFAC - INITIALS _____	DATE _____
UPDATED BRDB & CRM - INITIALS _____	DATE _____
SUBMITTED FOR TT APPROVAL - INITIALS _____	DATE _____
SUBMITTED FOR HB REVIEW - INITIALS _____	DATE _____
SUBMITTED FOR COMMISSIONER BRIEFING - INITIALS _____	DATE _____
SUBMITTED FOR BPW APPROVAL - INITIALS _____	DATE _____

A. Hernandez