



### PERMIT TO PLANT STREET TREES

\_\_\_\_\_ (1) \_\_\_\_\_ hereby request authorization of the City of Long Beach to  
Name of property owner/authorized representative

plant \_\_\_ (2) \_\_\_ street tree(s) within the public easement at the following addresses. In accordance with City specification, applicant will, within sixty (60) days of said request, install the authorized street tree(s), and agrees to water and fertilize the trees and adhere to City Ordinances pertaining to said trees.

	<u>Address</u>	<u>Tree Type</u>
(1)	_____ (3) _____	_____ (4) _____
(2)	_____	_____
(3)	_____	_____

**Approved Street Tree List**, of authorized street tree species for your area can be obtained by calling the City of Long Beach Street Tree Section at (562) 570-2770, or visit [www.longbeach.gov/pw/services/street-trees](http://www.longbeach.gov/pw/services/street-trees).

- Applicant will be responsible for planting of the tree(s)
- (5)  Contractor will be responsible for planting of the tree(s)
- Contractor's Name \_\_\_\_\_ (6) \_\_\_\_\_ License Number \_\_\_\_\_ (7) \_\_\_\_\_
- The City of Long Beach, Office of Sustainability, will be responsible for the planting of the tree(s)

Please select a tree type from the Office of Sustainability's Street Tree Selection List. For the list and more information, visit [www.longbeach.gov/trees](http://www.longbeach.gov/trees).

**Mail permit to: PW/Public Services - Trees, 1651 San Francisco Ave. Long Beach, CA 90813**

Signature \_\_\_\_\_ (8) \_\_\_\_\_ Date \_\_\_\_\_ (9) \_\_\_\_\_

Applicant's Mailing Address \_\_\_\_\_ (10) \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Applicant's Phone Number(s) \_\_\_\_\_ (11) \_\_\_\_\_

City Ordinance: LBMC Section 14.28.020 – same – Planting and Removal – The Director of Public works shall plant or remove and regulate and control the planting and removal of any and all trees planted along any City street. The Director shall designate the species, kind, number, spacing and method of planting, excepting that no tree shall be planted closer than twenty-five feet to another tree, or closer than fifteen feet to any utility pole or light standard, or nearer than five feet to any fire hydrant, water meter or gas meter, or closer than twenty feet from the curb radius centers of any street intersection.

**(12) FOR CITY USE ONLY**

- |  |  |
|--|--|
| <input type="checkbox"/> Approved as requested | <input type="checkbox"/> Approved with exceptions        |
| <input type="checkbox"/> 15-gallon tree        | <input type="checkbox"/> 24-inch box tree                |
| <input type="checkbox"/> Denied                | <input type="checkbox"/> DIG Alert Needed 1-800-227-2600 |

Comments \_\_\_\_\_

City Representative \_\_\_\_\_ Date \_\_\_\_\_

# Permit To Plant Street Tree

## INSTRUCTIONS

*Application must be printed in black or blue ink or typed. Application must be submitted and approved prior to planting of any street tree. Application will take approximately five (5) business days to approve.*

- (1) Name of person applying for Permit to Plant Street Tree; authorized business representative or abutting property owner's name. Please write full name.
- (2) Enter the number of trees requesting to plant.
- (3) Provide street address for each tree location (enter correct spelling of street name and indicate East (E) or West (W), if applicable).
- (4) Provide type of tree for each address location. Give correct Botanical name of tree(s) requesting to plant.
- (5) Mark the box of responsible party for planting the tree.
- (6) Must provide contractor's name, if applicable. Give full name of contractor as shown on business license.
- (7) Enter valid business license number of contractor shown on application.
- (8) Signature of property owner/authorized representative as stated on application.
- (9) Enter date of signature.
- (10) Enter Applicant's mailing address.
- (11) Enter phone number of property owner, including area code. Phone number must be one used during business/day time hours.
- (12) FOR CITY USE ONLY – DO NOT WRITE BELOW THIS LINE

### Mail application to:

**PW/Public Service/Street Operations  
C/O Felix Mendoza/Tree Permits  
1651 San Francisco Avenue  
Long Beach CA 90813**