



Town of Atherton Tree Protection Procedure

Town of Atherton
Building Department
80 Fair Oaks Ln
Atherton, California 94027
Phone: (650) 752-0560

The Town of Atherton has initiated the following procedures to improve the protection of heritage trees on construction sites. All required tree protection shall remain in place until all construction is completed and approved or until removal is authorized by the Town Arborist.

Procedures for the inspection of Heritage Tree Protection:

- No permits will be issued for demolition or construction until the Town Arborist has inspected the site and determines that the tree protection installed and the site conforms to the approved plans.
- Tree protection will be re-inspected by the Town Arborist prior calling for any of the following inspections: pre-gunite, 1st foundation/piers and 1st framing inspection. You need to request and get the inspection card signed or no building inspection will be conducted.
- Tree protection, modification/removal, must be inspected and approved by the Town Arborist prior to the start of any landscaping.
- Replacement trees will be inspected during the landscape screening inspection.

Violations will be handled as follows:

- First violation will result in a verbal warning.
- Second violation will result in a Stop Work Order being issued and a referral to Code Enforcement. Once a Stop Work order is issued, fines may be levied as provided in the Atherton Municipal Code. All work will be stopped until tree protection measures are restored to the approved plans, as determined by the Town Arborist. Following restoration of tree protection and approval by the Town Arborist work may resume.
- Third violation. After resolution of a stop work order as outlined in the "Second Violation", the property owner or contractor at their cost, shall obtain and submit a report from a Certified Arborist, who is approved by the Town Arborist, on the first business day of each month until the project is completed. The Arborist's report shall verify site conditions and compliance with the approved tree protection plan. Should the town arborist conduct the monthly inspections, the contractor or property owner shall be responsible for all costs and maintain an initial deposit of \$2,500 with the Town and shall renew the deposit when the balance reaches \$200 or less. Deposit and hourly rate is prescribed in the Town's Master Fee Schedule.

Any change to the approved the tree protection measures will require submittal of a revised tree protection plan and review and approval by the Town Arborist. Significant root cutting (over 2") will require a letter from the site arborist which will include mitigation measures.

This form will be signed by the owner or contractor and will serve as an agreement between the Town and the Contractor. I have read and understand the tree protection requirements. I will comply with the tree protection measures approved by the Town Arborist and maintain said tree protection until construction activity ceases and final landscaping is installed.

Site Address: _____ Permit#: _____

Print name of Owner/Contractor: _____ Lic #: _____

Signed: _____ Date: _____