



HERITAGE TREE PRUNING AND REMOVAL REQUIREMENTS

PERMIT REQUIRED FOR MAJOR PRUNING OR REMOVAL OF A HERITAGE TREE

A permit is required prior to removal of a heritage tree, or prior to pruning more than one-third of a heritage tree's branches or roots within a twelve-month period. The City of Half Moon Bay Municipal Code Chapter 7.40 provides specific regulations for the preservation of Heritage Trees, and implementation of those regulations is summarized below:

A "heritage tree" includes all of the following:

- A. *A tree located on public or private property, exclusive of eucalyptus, with a trunk diameter of twelve inches or more, or a circumference of at least thirty-eight inches measured at forty-eight inches above ground level.*
- B. *A tree or stand of trees so designated by resolution of the city council based on its finding of special historical, environmental or aesthetic value.*
- C. *A tree located within the public right-of-way along the entire length of Main Street or along Kelly Avenue between San Benito Street and Highway 1.*

SUBMITTAL REQUIREMENTS FOR OBTAINING A MAJOR TREE PRUNING OR REMOVAL PERMIT:

All of the following are required at the time an application is submitted:

- Completed Tree Permit Application
- Photo(s) of each tree proposed for removal, printed on 8 ½" x 11" paper.
- Plot Plan or aerial photo of the site showing the following:
 - Specific location of the tree(s) proposed for major pruning and/ or removal (if more than 1 tree, please identify by numbering each tree).
 - Location of proposed replacement tree/s (see requirements below); and
 - Building(s), and other structures and adjacent street/s with street name identified.
- Fee (cash, credit card or check payable to the **City of Half Moon Bay**)
For current fee, see the Master Fee Schedule at ([link to website](#)).

OTHER POTENTIAL SUBMITTAL REQUIREMENTS:

Depending on the specific circumstances, the following may be required prior to a decision on a tree application. Replacement required if removing or if pruned tree dies. Contact the Community Development Department for more information.

- Arborist Report assessing the need for removal of the tree/s and evaluating alternatives to removal.



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- Other Permits. An Encroachment Permit is also required for removal of a tree located in the street right-of-way. A Coastal Development Permit may be required for very significant trees or trees involving, or located in, sensitive habitat.

TREE REPLACEMENT REQUIREMENTS:

- Trees are required to be replaced on a one-for-one basis with a minimum 24-inch box size tree. Selected replacement tree species should be suitable to the coastal climate and the specific location. Proposed replacement trees must be reviewed and approved by the Community Development Director. Replacement trees should have irrigation.
- A replacement trees is generally required to be planted within 30 days of removal of the heritage tree. If this is not sufficient time, propose an alternate schedule with your Project Planner, for approved by Community Development Director.
- Tree planting shall be in conformance with the attached planting detail.

STUMP GRINDING:

- Tree removal shall include grinding of the tree stump unless the tree removal approval expressly allows/ requires stumps to be retained.

REQUIRED CONSIDERATIONS FOR APPROVAL OF A TREE REMOVAL PERMIT

Section 7.40.050 of the Half Moon Bay Municipal Code specifies that the following shall be considered in determining whether there is good cause to approve removal of a heritage tree:

- The condition of the tree with respect to disease, general health, damage, public nuisance, danger of falling, proximity to existing or proposed structures and interface with utility services, age or remaining lifespan, and whether the tree acts as host for a plant which is parasitic to other species of trees which are in danger of being infested or exterminated by the parasite;*
- The necessity of the requested action to construct improvements, or other enjoyment of the property;*
- The topography of the land and the effect of the requested action on erosion, soil retention, water retention and diversion or increased flow of surface water;*
- The number, species, size and location of existing trees in the area and the effect the requested action would have in terms of providing shade, protection from wind, privacy, historic value and scenic beauty;*
- The number of healthy trees a given parcel of land will support according to good arboricultural practices;*
- The availability of reasonable and feasible alternatives that would allow for preservation of the tree or trees.*