

Sacramento County Tree Permit Application Form

There are multiple ways to apply for a permit:

- **Online:**
 - Go to <https://apsonline.saccounty.net/citizenAccess/>
 - Or enter the following search request into an internet browser (such as Google or Bing) "Sacramento County tree removal permit"
- **In person (by appointment only):** Apply in person at the Building Assistance Center at 827 7th Street, Room 102, Sacramento;
- **In a letter or email:** Or In a letter or email which describes the basic request with information following the application form outline (trees@saccounty.net).
- The permit applicant can be mailed to Attn: Tree Coordinator 827 7th Street, Room 102, Sacramento; CA 95814

The permit fee is \$31.35, thirty one dollars and thirty five cents. The fee may be paid online or in person at 827 7th Street 1st Floor, Sacramento.

Form for applying for a tree permit:

(Warning---if the tree is located on a neighboring property, we will require a signed letter from the owner stating: the neighbor's name, address, and phone number, authorizing you, your name (or tree company name), your address and your phone number, to trim or remove the tree in question, including its diameter, location, and any limitations or conditions, signed and dated)

Address Where Tree is Located: _____

Name of Tree Owner: _____

Tree owner phone #: (_____) _____

Name of person applying for the permit: _____

Company name: _____

Address: _____

Phone #: (_____) _____ **Email:** _____

If you are a tree cutting company please provide the following:

ISA Certified Arborists # or ISA Certified Tree Workers #: _____
California State Licensed Tree Service (C-61 Specialty with a D-49 "Tree Service"
Classification) _____
California State Licensed Landscaping Contractor (C-27) _____

Tree Pruning Being Requested:

ID #	Type/species of tree:	Trunk diameter at 4.5 feet off of ground:	Tree Location: front yard, parking lot	Reason for pruning: remove dead, weight reduction, corrective, etc.

Tree Removal Being Requested:

ID #	Type/species of tree:	Trunk diameter at 4.5 feet off of ground:	Tree Location: front yard, parking lot	Reason for removal:

Sketch of Tree(s) Location:

*include landmarks such as buildings, streets, pools,

Please provide photographs of the following:

- the tree(s) to be removed or pruned.
- take photo of tree from distance (50 ft), of trunk 10 ft away
- take photo of defective tree part, etc)
- If tree is damaging property take photos of damaged property (i.e. sidewalk, driveway, foundation, etc)