



PLANTING & PROTECTION OF **TREES** IN CONSTRUCTION ZONES

Your project has been routed to Urban Forestry at Public Works! We strongly recommend contacting Urban Forestry early in your process to avoid delays!

Pursuant to Public Works Code Article 16, many construction projects trigger requirements for the protection of existing trees and/or the planting of new street trees.

No building permit will be issued by the City before satisfying all applicable tree-related requirements, including receiving clearance from San Francisco Public Works to plant required street trees and/or remove any protected trees.

When is it required?

The protection of existing trees is required for all construction projects. The installation of new street trees can be required with the:

- Addition of a garage
- Addition of a new dwelling unit
- Addition of a curb cut
- Construction of a new building
- Net addition to an existing building of 500 gross square feet or more

Why is it required?

Trees are a vital component of the City's built and natural environments. They filter and contain storm water, lessen air pollution and greenhouse gases, help save energy, provide wildlife habitat and increase property values. The City is currently home to more than 100,000 street trees.

Expedite your tree planting permit :

Submit the following to SF Public Works Urban Forestry:


- Tree planting or removal permit application
- Tree planting and protection checklist
- Copy of your site plan showing all dimensions and locations of street furnishings, utilities, street lights, and traffic signs and signals, along with your proposed tree locations. (We do not need a full set of plans).
- To find minimum clearances from street furnishings and an overview of general requirements, please check:
www.sfpublicworks.org/Trees

- A copy of your tree protection plan, if required

Optional:

- An arborist report for trees proposed for removal
- Any other documentation regarding why the trees cannot be preserved during construction (e.g. shoring requirements, crane placement requirements, etc.)

Applications may be submitted :

 **In Person** : 49 South Van Ness Avenue, Suite 1000

 **E-Mail** : UrbanForestryPermits@sfdpw.org

 **Online** : www.sfpublicworks.org/Trees

Please be aware that your project plans may need to be revised to accurately reflect where trees will be planted, and re-submitted to Planning.

How long will the process take?:

- **Tree Planting Permit Applications:** Plan for 2 months
- **Tree Removal Permit Applications:** 3-6 months (may require one or more public hearings, which can affect timing of issuance of the referral).
- **Tree Protection Plan Reviews:** Plan for 1 month

Once you have completed the application process with Urban Forestry, Public Works will enter into the Permit Tracking System whether the number of required trees can be planted, if any in-lieu fees are required, and any other special conditions.

All applications can be found online at:

www.sfpublicworks.org/applications



Printed on 30% post-consumer recycled stock

