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**Paradise Park Masonic Club**  
**211 Paradise Park**  
**Santa Cruz, CA 95060**  
**Office:(831) 423-1530**  
**Fax: (831) 423-2806**

**TREE TRIMMING AND  
TREE REMOVAL REQUEST**

**(Please use one report for each trees)**  
DETAILS OF LOCATION AND PROBLEM - BE SPECIFIC

Member's name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_

Allotment Address: \_\_\_\_\_ Mail Address: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_ Park Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_ Date of request: \_\_\_\_\_

**Permission is not required for the following (if not in riparian corridor):**  
Trimming of camellia or other shrubs, removal of redwood suckers  
Please notify the Park Office when work has been completed

**REFERRAL TO MANAGER (Check one)**

- \_\_\_\_\_ Tree trimming LESS than 30' from the ground or 1/3 the height of the tree
- \_\_\_\_\_ Trees or Branches posing **imminent threat**
- \_\_\_\_\_ Redwood under 8" in diameter
- \_\_\_\_\_ Bay Trees of any size
- \_\_\_\_\_ Other species under 37" in circumference

Manager's signature for permission to proceed: \_\_\_\_\_  
\_\_\_\_\_ Approved \_\_\_\_\_ Disapproved

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**REFERRAL TO TREE COMMITTEE**

Tree removal (Circumference measured one foot above the ground)  
Stumping is required on tree removals

- \_\_\_\_\_ Redwood over 8-inch Diameter
- \_\_\_\_\_ Other Species over 37-inch circumference

Description of problem: (if more space is needed, attach another sheet)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Member's Name** \_\_\_\_\_

**Location of tree(s):** Attach a drawing of the location of tree(s), respective to building and/or allotment boundaries. Photo encouraged. Please mark tree with an X. Unmarked trees will not be looked at.

**Rules and Procedures: Addendum B: Guidelines for Trees: (selected sections)**

Section 6: Members wishing to trim a tree for fire prevention must present a request to the Park Office for review by the Manager. **Member must advise Park Manager of scheduled work.**

Section 7: Some guidelines for tree trimming, skirting, or removal:

The following may be considered valid reasons:

- Satisfy Fire Regulations that require all tree limbs be trimmed back no less than ten (10) feet from any chimney. All dead or dying tree limbs be trimmed back no less than ten (10) feet from any structure.
- A tree is a safety hazard, may cause personal injury, may cause property damage.
- Other valid reasons may be considered.

The following may not be considered a valid reason:

- New construction or remodeling, a desire to reduce tree litter, a desire for more light.

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**DO NOT WRITE BELOW THIS LINE – FOR TREE COMMITTEE USE ONLY**

Financial Responsibility: Member \_\_\_\_\_ PPMC \_\_\_\_\_ Other \_\_\_\_\_

Riparian Corridor Permit may be required : Yes \_\_\_\_\_ No \_\_\_\_\_

Committee member comments: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Forester's letter attached

Tree Committee Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date of Board/Manager action and letter attached to ORIGINAL request, filed in Member's Folder

BOD Signature \_\_\_\_\_ (Circle One) Approved / Disapproved

Date Member Notified: \_\_\_\_\_