



Community Development Department

2100 Thousand Oaks Boulevard • Thousand Oaks, CA 91362
Planning Division • Phone 805/449.2323 • Fax 805/449.2350 • www.toaks.org
Building Division • Phone 805/449.2500 • Fax 805/449.2575 • www.toaks.org

ANNUAL TREE PRUNING TRANSMITTAL (For protected trees previously approved for Pruning Entitlements.)

NOTICE! ONLY COMPLETE SUBMITTALS WILL BE ACCEPTED.
Be sure to respond to ALL items on this form.

CHECK LIST

- Deposit Fee payable to City of Thousand Oaks.
- One set of each plan in 11" x 17" size collated and stapled in a set. Be sure to include a pruning plan, written specifications, and a site plan/tree location map.
- USB/Flash Drive containing all plans and reports submitted with this transmittal.
- Agreement for Payment with original signature.

I. PROJECT INFORMATION

Property Location (street address and/or location description): _____

Project Description/Remarks: _____

Annual Pruning Entitlement Application #: _____

II. APPLICANT INFORMATION (person/entity work being completed for)

Name: _____

Company/Organization (if applicable): _____

Mailing Address: _____

City/State/Zip: _____

Phone: (_____) _____ Mobile: (_____) _____

Email: _____

III. PROJECT COORDINATOR/APPLICANT'S REPRESENTATIVE (if other than applicant)

Name: _____

Company/Organization (if applicable): _____

Mailing Address: _____

City/State/Zip: _____

Phone: (_____) _____ Mobile: (_____) _____

Email: _____

IV. PROPERTY OWNER INFORMATION (if other than applicant)

Name: _____

Company/Organization (if applicable): _____

Mailing Address: _____

City/State/Zip: _____

Phone: (_____) _____ Mobile: (_____) _____

Email: _____

V. LANDSCAPE ARCHITECT INFORMATION

Name: _____

Company/Organization (if applicable): _____

Mailing Address: _____

City/State/Zip: _____

Phone: (_____) _____ Mobile: (_____) _____

Email: _____

License No.: _____

