

# MPCSD Heritage Tree Removal Procedures

## Definition of heritage tree:

1. Any tree having a trunk with a circumference of 47.1 inches (diameter of 15 inches) or more measured at 54 inches above natural grade.
2. Any oak tree native to California, with a circumference of 31.4 inches (diameter of 10 inches) or more measured at 54 inches above natural grade.

## Procedures for removal of heritage tree:

1. Staff to prepare a report to School Superintendent requesting approval to remove heritage tree. Report to include:
  - a. Reason and justification
  - b. Arborist report(s)
  - c. Any community objections or comments
2. Staff to inform neighbors with a mailed notification within a ½ mile radius of planned tree removal
  - a. Notification to include justification and summary of arborist report(s)
  - b. Post plan and information on website if tree is going to be removed
  - c. Provide a 2 week period for neighbors to provide written objection to tree removal.
3. Superintendent to make determination on tree removal
4. Notify neighbors of final determination

## Emergency Conditions

In case of an emergency condition where the tree poses immediate danger to life and/or property, School Superintendent may make the decision to remove the tree and provide a written report to neighbors.