



# BARK BEETLE TREE REMOVAL PERMIT – NO FEE PERMIT

COUNTY OF SAN BERNARDINO – DEPARTMENT OF PUBLIC WORKS  
PERMITS/OPERATIONS SUPPORT DIVISION

825 E. THIRD STREET  
SAN BERNARDINO, CA 92415 - 0835  
PHONE: (909) 387-1863  
FAX: (909) 387-8050

The undersigned hereby applies for permission to encroach on County Road right-of-way to perform the following work and agrees to do the work in accordance with San Bernardino County rules, regulations, and is subject to San Bernardino Inspection and approvals. Any removals shall adhere to the San Bernardino County Development Code, Division 8, Chapter 88.01 Plant Protection and Management.

Number of Trees Removed: \_\_\_\_\_

\_\_\_\_\_ Date of application

**Please check all boxes that apply.**

- 1.  Tree removal in road right-of-way.
- 2.  Tree removal by property owner, place trees off road R/W
- 3.  Intermittent Traffic Control with Flagmen up to 10 minutes
- 4.  Emergency Work

**Date of Work**

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

STREET ADDRESS(S) OF WORK LOCATION(S) \_\_\_\_\_

NEAREST INTERSECTING STREETS \_\_\_\_\_

COMMUNITY \_\_\_\_\_

FIELD CONTACT PERSON & PHONE # \_\_\_\_\_

**GENERAL NOTES:**

**FULL ROAD CLOSURES** ARE NOT INCLUDED AS PART OF THIS PERMIT. A SEPARATE ROAD CLOSURE PERMIT IS REQUIRED FOR **CLOSURES OVER 10 MINUTES**. ALLOW FOR A MINIMUM OF THREE (3) WEEKS TO PROCESS AND TO REVIEW TRAFFIC CONTROL PLANS.

DURING OPERATIONS, ALL VEHICLES, EQUIPMENT OR CUT TREES SHALL BE LOCATED SO AS NOT TO INTERFERE WITH TRAFFIC AND HAVE THE APPROPRIATE TRAFFIC CONTROL SET UP PER THE LATEST EDITION OF THE CA MUTCD WHICH MAY INCLUDE LIT BARRIERS.

EXCEPT FOR EMERGENCIES, NO WORK SHALL BE PERFORMED WITHIN COUNTY ROAD RIGHT-OF-WAY ON WEEKENDS, COUNTY HOLIDAYS, BEFORE 7 AM OR AFTER 4:30 PM UNLESS AUTHORIZED BY THE PERMIT ENGINEER.

**PLEASE SEE REVERSE SIDE FOR ADDITIONAL INFORMATION AND INSTRUCTIONS**

"I hereby agree, as a condition of the granting of this permit to indemnify, defend (with counsel reasonably approved by County) and hold harmless the County and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of the granting of this permit from any cause whatsoever, including the acts, errors or omissions of any person and for any costs or expenses incurred by the County on account of any claim except where such indemnification is prohibited by law. This indemnification provision shall apply regardless of the existence or degree of fault of indemnitees. The Permittee's indemnification obligation applies to the indemnitees' "active" as well as "passive" negligence but does not apply to the indemnitee's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782."

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
CA STATE CONTRACTOR LICENSE NO.

\_\_\_\_\_  
NAME OF PERMITTEE (PLEASE PRINT)

\_\_\_\_\_  
AUTHORIZED SIGNATURE OF APPLICANT

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
CITY STATE ZIP CODE

\_\_\_\_\_  
(AREA CODE) PHONE NUMBER

\_\_\_\_\_  
(AREA CODE) FAX NUMBER

## Permit Application Procedures and Requirements

The County of San Bernardino, Department of Public Works (DPW), Transportation Permits Section is responsible for issuing permits for tree removal operations within the County road right-of-way (R/W). The emergency situation involving the Bark Beetle Infestation has created the current situation involving the speedy removal of thousands of infested and/or dead trees in the mountain areas. Although the requirement of obtaining permits was not addressed, the DPW needs to track work that is being done within the road R/W and to ensure that safe traffic control practices are being followed. To help simplify the permit process, a one sheet permit was developed to address all required permits related to tree removal in the road R/W. If you are completely off road R/W on private property, a DPW permit is not needed. **Permits are needed for placing trees, slash, storage bins cranes or other tree removal equipment on road R/W.**

**There is no charge for the permit, but working without a permit is subject to penalties. Keep a copy of the permit in all vehicles on site, even sub-contractors as proof of application. This permit must be presented to DPW personnel or any fire inspector on request.**

Please fill out the application completely. If you are working at several addresses on one block (between two cross streets), put all addresses on one permit. Check all the boxes that apply for this work. Remember that road closures, over 10 minutes, when the entire roadway is blocked by a piece of equipment will require **a separate road closure permit and allow for 3 to 6 weeks to process.** Detours on major routes shall be approved prior to work as part of the road closure permit. The Permittee shall be responsible to notify all emergency providers, school buses, etc. Please read and follow the following for tree removals, equipment setup and cut tree storage within the road R/W. If you have any questions you can contact the DPW Transportation Permits at (909) 387-1863. You can submit your application to DPW Transportation Permits **by Fax at (909) 387-8050 or by email at [DPWPermits@dpw.sbcounty.gov](mailto:DPWPermits@dpw.sbcounty.gov)**

When performing tree removal if equipment is to be setup within the County road right-of-way in such a way that it disrupts normal traffic flow, traffic control shall conform to the latest edition of the California Manual on Uniform Traffic Control Devices (MUTCD). Other traffic control manuals may be used with the prior approval of Department personnel. Please allow 2 to 3 days for approval of alternative traffic control measures. **It is best to use the approved methods.** Permittee shall keep the work site clean and free from trash and debris. All soil and tree removal debris shall be removed prior to the road being made available to traffic.

No road shall be closed completely without a road closure permit and authorization from the DPW except in the case of an emergency under the direction of an authorized agency and notification is made to the DPW. The Permittee shall provide **access for emergency vehicles and residents at all times.** The Permittee shall notify the Transportation Inspector, **Gerald Stone, at (909) 965-3475** and the **Transportation Permits Office at (909) 387-1863** of the emergency. All roads shall be opened to traffic at end of work day. **No 24-hour closures. No weekend closures.**

Permittee **shall** notify the San Bernardino County Department of Public Works at (909) 387-1863, Fax 387-8050 at least **24 hours in advance** of any work within County road right-of-way. Department of Public Works offices are open Mon. thru Fri. from 7:30 am to 5:00 pm.

The Permittee shall be responsible for the protection of public and private property adjacent to the work and shall exercise due caution to avoid damage to such property including County roads; shall notify the DPW when damage occurs; shall repair or replace all existing improvements damaged within the right-of-way which are not designated for removal. Trees, lawns and shrubbery that are not designated for removal shall be protected from damage or injury. If damaged or removed because of the Permittee operations, they shall be restored or replaced in as nearly the original condition and location as is reasonably possible as approved by Department personnel. Damage to any facilities located within the road right-of-way which is not repaired by the Permittee, including roadway surface, will be repaired by the DPW and the Permittee will be billed for all cost incurred. All work and damage caused by work performed by a sub-contractor for Permittee, is the responsibility of the Permittee. If property owner is responsible for removing trees, trees and slash shall be moved onto that property. All tree(s), slash and other work related items shall be removed within 3 working days after end of tree removal at the permit location(s). **All stumps within 3-ft. from the edge of road shall be cut flush with ground. There shall be no storage of equipment, roll offs, logs, etc. from November 1<sup>st</sup> to April 15<sup>th</sup> in road R/W.**

Special safety measures need to be addressed concerning the use of cranes and the placement of outriggers within the road R/W. Permittee will be responsible for any damage caused by crane usage within road R/W and adjacent slopes supporting County roads.

Permittee shall keep the work site clean and free from rubbish and debris. All soil and tree removal debris shall be removed prior to the road being made available to traffic.