



How to Create a Tree Protection Plan



If your project involves work near a protected tree, you must submit a Tree Protection Plan that shows how the tree will be safeguarded from grading, trenching, soil compaction, and equipment movement. This must be included as part of the final plan set.

This guide outlines the key steps required to create a complete, City-approved plan. For information about protected tree species, visit [GlendaleTrees.org](https://www.glendaletrees.org).

✓ Before You Start

- Locate all protected trees (on the property and within 20 ft.)
- Confirm Tree Protection Zone measurements
- Download the required Tree Protection Zone signage
- Coordinate with your arborist (if applicable)

Why Tree Protection Matters

Glendale's City and Indigenous Tree Ordinances (GMC 12.40 and 12.44) protects all trees in City rights-of-way and easements, and certain native trees. Construction activities can damage roots and soil, leading to long-term tree decline. Proper planning and tree protection preserves Glendale's urban forest and prevents costly project delays.



Step 1: Map All Construction Activities

Your site plan must show the location of all construction activities planned, such as grading, over-excavation, trenching, soil compaction, and installation of underground utilities, along with all protected trees within 20-feet of the project area.



Step 2: Show Access Pathways

Clearly mark routes for foot traffic, heavy machinery, deliveries, and material storage to prevent unintended soil disturbance near protected trees.



Step 3: Draw Required Fencing & Signage

Tree protection fencing must be installed around each protected tree. On your plan, indicate:

- Where each fence post will be installed, and
- Where Tree Protection Zone signs will be attached

The fencing must enclose as much of the Protected Zone as possible (under the full canopy area plus 1 ft beyond the dripline).



Step 4: Identify Soil Protection & Mulch

Show where soil protection or amendments are required, and specify the total volume of wood-chip mulch to be installed on site (in cubic yards).

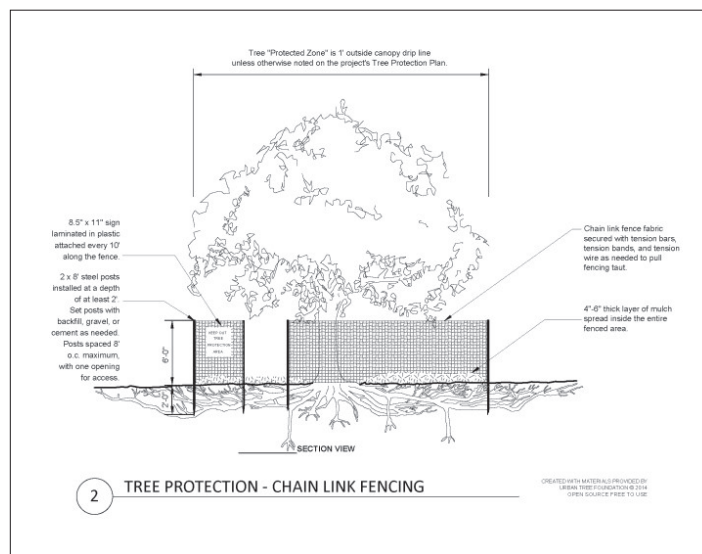
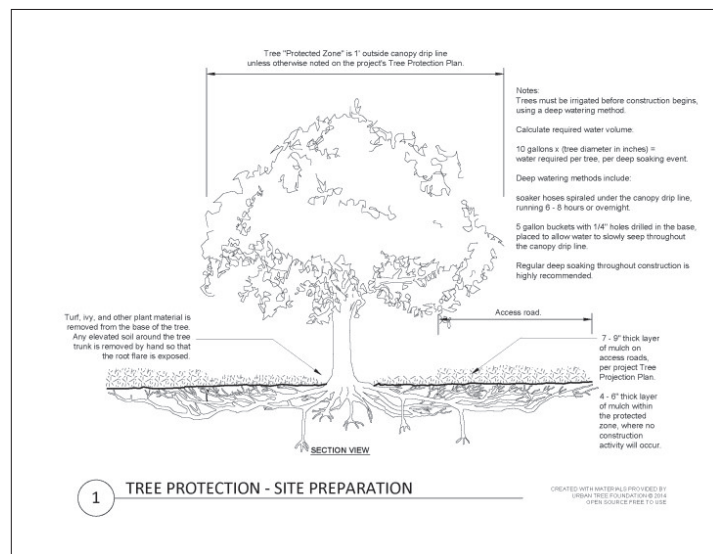
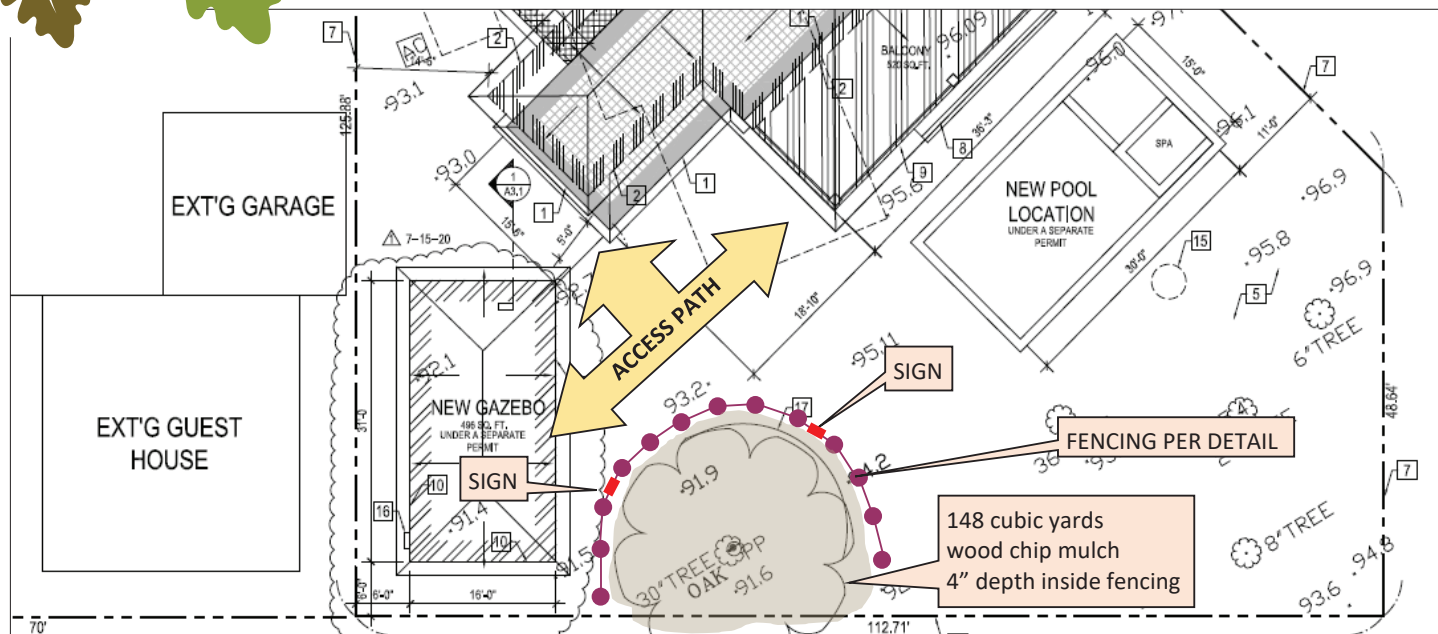


Step 5: Forestry Review & Approval

Contact the Forestry Section to review and approve your Tree Protection Plan before online submittal.



Example Tree Protection Plan



Printable Signage

WARNING

TREE PROTECTION ZONE

KEEP OUT

CALL 818-548-3950 TO REPORT VIOLATIONS

ADVERTENCIA

ZONA DE PROTECCIÓN DE ARBOLES

NO ENTRAR

LLAMAR AL 818-548-3950 PARA REPORTAR INFRACCIONES.

PARA OBTENER MÁS INFORMACIÓN, VISITE GlendaleTrees.org

ОЗНАЧЕННЯ

ЗОНА ПРОТЕКЦІЇ ДЕРЕВ

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For more information, visit GlendaleTrees.org or scan the QR code.

INDIGENOUS TREE PROTECTION MEASURES

Project address: _____ Date: _____

12 Month Number: _____

DISCLOSURE STATEMENT

I, the undersigned, being duly sworn, depose and say that the information contained in this statement is true and correct to the best of my knowledge and belief, and I am not aware of any other information that would make this statement false or misleading.

STATEMENT OF WORK

The undersigned hereby certifies that the information contained in this statement is true and correct to the best of my knowledge and belief, and I am not aware of any other information that would make this statement false or misleading.

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The undersigned hereby certifies that the information contained in this statement is true and correct to the best of my knowledge and belief, and I am not aware of any other information that would make this statement false or misleading.

Scan QR code for protected tree information, full requirements, permits, and downloadable templates.

Print and learn more at GlendaleTrees.org