



# City of Millbrae

## Utility Agency and Emergency Tree Permit

**Public Works Department**  
**621 Magnolia Ave. Millbrae, CA 94030**  
**(650) 259-2339 | [www.ci.millbrae.ca.us](http://www.ci.millbrae.ca.us)**

Public utility companies subject to the jurisdiction of the California Public Utilities Commission may perform pruning or other alteration of street trees, as is necessary, to comply with the safety regulations of said commission and to maintain the safe operation of their facilities. On an annual basis, such companies shall obtain a permit from the City and they shall notify the public works department at least three working days prior to undertaking any such pruning or other work on a street tree, except in cases of emergency.

A protected tree may be removed or pruned without prior issuance of a permit where it presents an imminent danger to life, property, utilities or essential transportation systems. In such event, the property owner or representative are responsible for notification as per Millbrae Municipal Code 8.60.160.

Please submit your application with supporting documentation to the City of Millbrae Public Works Dept. at 621 Magnolia Ave. Millbrae, CA 94030. For more information, please email [jgianoli@ci.millbrae.ca.us](mailto:jgianoli@ci.millbrae.ca.us).

### Address and Contact Information

Primary Contact / Applicant:

Email:

Phone:

Secondary Contact / Title:

Email:

Phone:

Tree Contractor's Name:

Tree Contractor's Address:

California Tree and Palm Contractor's License Number (C49):

Tree Contractor's Email:

Phone:

Date(s) of Tree Work:

Location(s) and Detail(s) of Tree Work Performed (please attach supporting documentation):

Other than the property owner, any contractor performing tree work must have a valid and current City of Millbrae business license. For more information or to apply for a City business license, please call (650) 259-2321, email [Millbrae@hdlgov.com](mailto:Millbrae@hdlgov.com) or submit an application online at <https://millbrae.hdlgov.com/>.

Tree permits are subject to all rules and regulations pertaining to Millbrae Municipal Code Chapter 8.60. For further information, call the Parks Supervisor at (650) 259-2378.

Signature:

Date: