This outline provides you with information on how to apply for a Native Plant Permit. We hope that the information will be beneficial in instructing you on what information is required and what steps must be taken to review your application. The more thorough and complete the application submitted to the Town, the better we are able to serve you and help you achieve your goals.

Included is the **NATIVE PLANT PERMIT APPLICATION**. Should you have any questions, please contact the Planning Division at (760) 369-6575 x317 or x328. The Planning Division is located in the Community Development/Public Works Department building at 58928 Business Center Dr. off of Indio and Yucca Trail, north of the Monterey Business Center. You may visit our website for additional information at: [http://www.yucca-valley.org/departments/planning.html](http://www.yucca-valley.org/departments/planning.html)

**When is a Native Plant Permit required?**

Native Plant disturbance is regulated by Ordinance 140, *Plant Protection and Management*. A Native Plant Permit (NPP) is required any time that a native plant is to be trimmed, relocated or removed. Protected native plants are: Yuccas, Joshua Trees, California Juniper, Pinon Pine, Manzanita, Desert Willow, Palo Verde, Creosote (greater than 10’ in diameter), and Mesquites (2” or larger in diameter or 6’ in height).

**Findings for Removal**

Unless exempt, the removal of protected native plants shall be based on one or more of the following findings:

- The location of the plant or its drip line interferes with an allowed structure, sewage disposal area, paved area or other approved improvements;
- The location of the plant or its drip line interferes with planned street improvements or an approved access;
- Hazardous to pedestrian or vehicular travel or safety;
- The plants interferes with or is causing extensive damage to utility services, facilities, roadways, sidewalks, curbs, gutters, pavement, sewer lines;
- The condition or location of the plant is adjacent to and in such close proximity to an existing or proposed structure that the plant has or will sustain significant damage.

**Who approves a Native Plant Permit?**

Native Plant Permits are reviewed and approved by Planning Division staff.
What is the process for obtaining a native plant permit?

To remove or trim one or more native plants:

1. Obtain an application from the Community Development Department located at 58928 Business Center Drive.
2. Completely fill out the entire application.
3. On the back of the application is a plot plan. Please clearly indicate the footprint of your home, any accessory structures, property lines and all native plants. Please provide a North arrow and street names. Provide the measurements of the property lines and the distance of the native plant from any structures.
4. Provide photographic evidence of all the native plants on the site.
5. After you have all the required information gathered please submit the application to the Community Development Department.
6. The Community Development Department has 5 working days to process your application.
7. Once Staff has determined the application to be complete and the request to be consistent with the Native Plant Ordinance then your application with an approval, approval with modifications, or a denial will be mailed to the applicants address.

For removal when building a new residence:

1. Obtain an application from the Community Development Department located at 58928 Business Center Drive.
2. Completely fill out the entire application.
3. On the back of the application is a plot plan. Please clearly indicate the footprint of your home, any accessory structures, property lines and all native plants. Please provide a North arrow and street names. Provide the measurements of the property lines and the distances of the native plant from any structures.
4. Indicate on your site plan which plants are to be removed and which plants will be protected in place.
5. Provide photographic evidence of all the native plants on the site.
6. Submit the application along with the application for a building permit. As part of a building permit for new construction the process will take approximately 10 days. The building and native plant applications will be processed at the same time.
7. The area of ground disturbance will need to be staked out before a pre-site can be conducted.
8. Once Staff has determined the application to be complete and the request to be consistent with the Native Plant Ordinance then your application with an approval, approval with modifications, or a denial will be provided upon building permit issuance.
### General Information

**APPLICANT**

Phone __________ Fax __________

Mailing Address ______________________________ Email ______________________________

City __________________ State ___________ Zip ___________

**PROPERTY OWNER**

Phone __________ Fax __________

Mailing Address ______________________________ Email ______________________________

City __________________ State ___________ Zip ___________

Address/Location of Plants ______________________________

### Project Information

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<tr>
<th>TYPE OF PLANT</th>
<th># OF PLANTS BEING DESTROYED</th>
<th># BEING RELOCATED</th>
<th># BEING PROTECTED IN PLACE</th>
<th># BEING TRIMMED</th>
<th>HEIGHT</th>
<th>DIAMETER</th>
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<td>OFF-SITE</td>
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Reason for relocation or removal ____________________________________________

Property owner signature ___________________________ Date ___________

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**Staff Use Only**

Issuance Date: __________ Issued By: ____________________________

Approved as shown on plot plan ______ Denied _______ Reason for Denial ____________________________
PLOT PLAN

NAME

PROJECT ADDRESS

ASSESSOR PARCEL NO.

IF YOUR LOT IS NOT RECTANGULAR, PLEASE DRAW CORRECT DIMENSIONS AND SHAPE

REAR PROPERTY LINE

FRONT PROPERTY LINE

STREET