



City of San Mateo Parks and Recreation

Tree Pruning Specification Guidelines

Tree Division, 2001 Pacific Blvd, San Mateo, CA 94403

Phone: 650- 522- 7420 | treepermits@cityofsanmateo.org

For any tree in the City of San Mateo requiring a pruning permit, the City requires that the applicant submit a written set of pruning specifications.

The ISA Certified Arborist® who will oversee the work must prepare the pruning specifications.

Pruning specifications should include the following elements, in as much detail as possible:

1. Species and location of the tree(s) to be pruned
2. Objective
3. Pruning System (what the tree will look like after pruning)
4. Types of branches to be removed (i.e. living, dead, mistletoe, diseased, long or leveraged)
5. Pruning amount - percentage or number of branches to be removed
6. Location in the crown where the branches will be removed
7. Pruning cut types to be used - Branch removal, reduction, heading
8. Size range of parts to be removed

Some contractors will summarily and incorrectly state on a proposal that they will *“prune to ANSI A300 standards.”* Please note that ANSI A300 Standards are not specifications. The ANSI Standards provide the framework for the drafting of useful, measurable specifications.

For the best care of your tree, and to ensure a quick permit approval process, retain a contractor who:

- Is an ISA Certified Arborist (www.treesaregood.org/findanarborist)
- Understands and adheres to the ANSI A300 (Part 1) Standards revised in 2017
- Understands and adheres to ISA Best Management Practices