



**TREE REMOVAL AND SITE CLEARING PERMIT APPLICATION**  
(PLEASE TYPE OR PRINT CLEARLY)

**TREE PRESERVATION  
SURVEY PLAN REVIEW :**  
\$200

**APPLICATION FEE:**  
Residential \$ 50  
Commercial < 5acres \$200  
Commercial 5-50 acres \$400  
Commercial >50 acres \$600

**TREE MITIGATION FEE:**  
\$35 per inch at DBH

Property Owner's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

3. Address of Tree Removal Request: \_\_\_\_\_

4. Legal Description: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Project type. Check One:

\_\_\_\_\_ Tree Removal \_\_\_\_\_ Sight Clearing \_\_\_\_\_ Pruning of Trees in Right-of-Way \_\_\_\_\_ Other \_\_\_\_\_

6. Number of Trees to be Removed or Pruned: \_\_\_\_\_ Caliper Inches to be removed \_\_\_\_\_

7. Check One:

\_\_\_\_\_ Residential  
\_\_\_\_\_ Commercial

8. Reason for Removal:

\_\_\_\_\_ Construction  
\_\_\_\_\_ Hazardous Location  
\_\_\_\_\_ Dead, Diseased, or Damaged  
\_\_\_\_\_ Other

9. Method of Removing: \_\_\_\_\_

10. \_\_\_\_\_ Cutting  
\_\_\_\_\_ Transplanting On Site  
\_\_\_\_\_ Transplanting Off Site

NOTE: IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO CALL FOR ALL INSPECTIONS

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_

(Ordinance 17-1221, app. A, adopted 12/21/17)



\_\_\_\_\_ Fees. All tree removal permits shall be accompanied by a check made payable to the city in the amount specified by the city council.

\_\_\_\_\_ Tree location map. All requests for tree removal permits must be accompanied by a map showing at a minimum the requirements as listed

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\_\_\_\_\_ Map requirements. Maps shall show the location of all buildings, structures, pools, utilities, other improvements intended on the lot and limits of construction line shown if applicable.

\_\_\_\_\_ Location of tree(s) to be removed and replacement trees is tied down with dimensions from two nearest property lines.

\_\_\_\_\_ Caliper and common name of tree to be removed. Any required replacement trees shown with caliper size and common name of tree.

\*Permit expiration. Permits for tree removal issued in connection with a building permit or site plan shall be valid for the period of that building permit's or site plan's validity. Permits for tree removal not issued in connection with a building permit or a site plan shall become void one hundred-eighty (180) days after the issue date on the permit.