



Tree Removal Permit and Replanting Agreement

Permit Number _____

All applications must include the following:

1. Signed and fully completed application.
2. Payment for the permit when determined by the Building Department.
3. A sketch, survey or map indicating the location and number of trees slated for removal or relocation or replacement including where replacement/relocation of planted trees will be planted.
4. At least one color photo of each tree being applied for.
5. Arborist or landscape architect report/letter. If applicable.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED AND WILL BE RETURNED.

Contractor/Applicant Name _____

Phone _____ Email _____

State License # _____

Tree Location (Street Address) _____

Property Control No. _____ Parcel Size _____
(Per PAPA)

Property Owner _____
(If different from contractor/applicant)

Property Owner's Mailing Address _____

Property Owner Email _____
Address _____ Phone _____

Tree(s) now on Property: Species _____ Number _____

No. to Remove	Species	Location	Trunk Diameter (inches)	Description of Work Reason for wanting to Remove Tree

Tree(s) in question must be taped or flagged, not painted.

Do you have a locked gate or any reason that would hinder our access to your property to investigate?

No **Yes (please explain)** _____

- I certify that all the foregoing information is accurate and that all work will be done in compliance with the Zoning Code (Chapter 16) and receive approval from my Homeowners Association (HOA).
- I understand that I must wait for an inspection and the issuance of the tree removal permit before I remove any trees on this property.
- I acknowledge payment of a **non-refundable fee** with this application. The exemption for required permits under the provisions set forth in Sec. 16-1249 must be met prior to submittal of Tree Removal permit application.
- I understand that Tree Replacement **shall** be required where minimum tree requirements are not met upon removal as authorized by this permit.
- I confirm that the site will be clearly identified and accessible for the inspector to verify the accuracy of the tree survey.
- I understand that a copy of the permit will remain on site at all times prior to commencement of tree removal.
- The installer is responsible for having underground utilities located by calling 811 for proper location, prior to any digs.

Applicant Signature _____

***Contractor or Representative must include copy of signed contract by Owner.**