

Tree Removal Permit Application

Step 1: Reason for Removing the Tree

I am applying for tree removal because (choose one option):

- _____ Tree is on a developed lot or a lot with an application for development approval where such tree or trees unreasonably restricts the otherwise allowable use of the property.
- _____ The tree is diseased, injured, endangers existing structures, interferes with the safe provision of utility services, or creates a hazard to visibility for motorists. If the tree is diseased or damaged, provide a photo or a letter from a certified arborist indicating such.
- _____ I have received a Notice of Violation for removing a tree.

Step 2: Backing Information

Please provide the following:

- o Completed Permit Application
- o A site plan or survey indicating the tree to be removed. A hand-drawn map may be accepted in some situations. Surveys and maps must show existing and proposed structures and driveways, as well as proposed trees for removal (with species name and size of tree to be removed indicated). Notation of replacement trees is required, if applicable.

Property Owner Signature (Please Print Next to Signature)

Property Address

Type of Permit (circle): Residential (not owner-occupied) Non-residential New subdivision

Staff Completion Only

Staff Approval _____ (initial) _____ (date)

Total Permit Cost: _____

Step 3: Tree Replacement

Replacement or relocation of trees approved for removal shall be required. **Where replacement trees are allowed, the total of the inches in diameter of the replacement trees shall be equal to or greater than the total of the inches in diameter of the removed trees.** Should the applicant choose or should site conditions prevent replacement, a fee will be assessed pursuant to the attached Tree Removal Permit Fee Schedule (Resolution 09-1212). Replacement trees shall be of a similar or greater canopy and shade potential as the tree being replaced.

Trees to be Removed

Please list the number, species, and size in diameter DBH of the trees to be removed.

Species of Removed Tree	Inches DBH*
Subtotal:	
Multiply Total by 3 if NOV Issued:	
Total Amount to Be Replaced:	
If a Notice of Violation related to illegal tree removal has been issued, there is a three-to-one replacement penalty. If a 15-inch tree was removed, the replacement amount will be the equivalent of 45-inches. This penalty may be satisfied by either the replacement or mitigation option or a combination of both.	

Replacement Options

Choose one of the following options to satisfy the permit requirements.

Option 1: Tree Replacement	
Species of Replacement Tree	Inches DBH*
<i>Example: "Oak"</i>	<i>Example: 15"</i>
Total:	
If multiple trees of the same species are to be used, you may indicate the number of trees in the species column.	

Option 2: Tree Fund Payment			
Species of Removed Tree	Inches DBH*	Fund Payment	Nonresidential
<i>Example: "Oak"</i>	<i>Example: 15"</i>	<i>\$1,125</i>	3-inch to less than 8-inch DBH \$50.00 per inch DBH
			8-inch to less than 15-inch DBH \$75.00 per inch DBH
			15-inch to less than 24-inch DBH \$100.00 per inch DBH
			25-inch and greater DBH \$115.00 per inch DBH
Total:			Residential (not owner-occupied) \$20.00 Subdivision (per lot) \$20.00