

Tree Removal/Pruning Request

Please allow a minimum of 10 working days for City response to this request. If you illegally remove trees, the City may pursue monetary penalties and/or restoration under KMC 19.36 or KZC 95.55.



Property Address _____

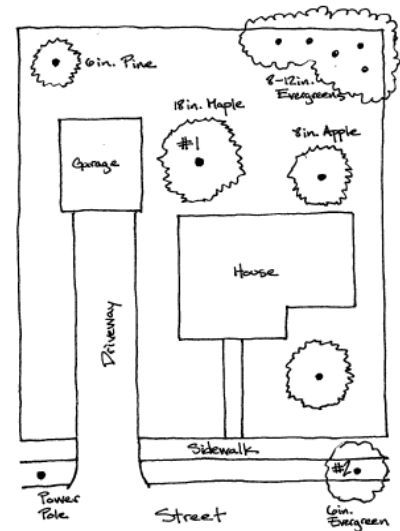
Date _____ Permit #TRE _____

For City Use

#1: Draw Site Plan Here

- Please show all trees**
- Number each tree to be removed/pruned**
- Show buildings and roads**

Example site plan



#2: List the trees (private and/or public) proposed to be removed and/or pruned:

Use additional forms if requesting to remove more trees than space provides.

For city use

Tree # from site plan	Type/Species	Size (dia)*	Location	Reason for removal/pruning	Public tree?	Public Inv #
<i>(example) #1</i>	<i>Big-leaf maple</i>	<i>18"</i>	<i>East of garage behind house</i>	<i>Remove - rotten in the middle</i>	<i>no</i>	

* Measure or estimate the diameter of the tree trunk at 4½ feet above the ground. Note if there is more than one trunk per tree

Next page, please



#3: A report from a certified arborist* is required with this application if:**

- More than 2 trees per year are being removed from private property
- The tree is located in a Sensitive or Critical Area
- The tree to be removed is on the public right-of-way



#4: For public tree pruning:

The City, upon reviewing the request, may elect to perform the pruning. If not, a certified arborist*** is required to perform the pruning of public trees. The arborist will need to meet with City staff prior to pruning. The arborist is to complete the section below.

*** **To be completed by the certified arborist:** I am a certified arborist, and I guarantee that the work to be performed will conform to current ANSI A300 standards.

Certified Arborist Signature	Print name and company
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City Business License #	Arborist certification ID and exp date	Phone #
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#5: Your contact information:

Requestor Name: _____ Phone: _____

Mailing Address: _____ Fax: _____

_____ Email: _____

Owner Signature (acknowledging and supporting request) _____

Owner phone: _____

Staff Review Section Below

Private trees: Approved Not Approved

Staff signature	Email	Phone
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Comments: _____

Public trees: Approved Not Approved

Staff signature	Email	Phone
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Comments: _____
