

Planning & Development Services Department

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TREE REMOVAL PERMIT APPLICATION SUBMITTAL CHECKLIST

RETURN THIS CHECKLIST WITH APPLICATION

The applicant is responsible for submitting all information and exhibits in such form and completeness that will allow all reviewers to judge whether or not the subject application complies with all allocable regulations.

Project Name: _____

Address or location of property: _____

Please check off once required material is ready to be turned in.

- Application completed and signed.
- Two (2) copies of Tree Survey with trees by location, common name, and DBH (scale 1"=20')
- Existing trees to be removed, to be relocated, or to be retained.
- Trees to be maintained requiring protection.
- Detail of and method of protection.
- If not already on Site Plan. Identify natural vegetation retention areas and tree protection areas.
- Trees to be maintained.
- Replacement stock to be planted.
- Removal and replacement calculations.
- Identification of Historic and Specimen trees.
- Reason for removal if not concurrent with FSP.
- Existing and proposed utility easements.
- Existing and proposed site improvements.
- Scales, North Arrow, and Legends.
- Application fees.

Please note: additional information may be required.