

City Council
Tree Removal Permits
Minimum Submittal Requirements:

Prior to City Council review, tree removal applications must meet the following minimum requirements. Once the applicant has demonstrated the following requirements have been met, the application will be scheduled for City Council review.

Prior to submitting an application the applicant should:

- A. Obtain a report from a certified arborist evaluating the relative health and safety of the trees proposed for removal.
- B. Survey site to indicate and number all trees located on the property.

Applicant shall provide 2 (two) sets no larger than 24" x 36" **AND** 7 (seven) sets of 11" x 17" **AND** 1 (one) set of transparencies 8 ½" x 11" of all plans and documents as specified below.

1. Submit site plan indicating location, number, type, and size of each tree in relation to existing and proposed structures.
2. Create an index listing each existing tree by number, type, size and relative health.
3. Tag each existing tree on the site with the number referenced in the index.
4. Trees to be removed should also be tagged with a red ribbon.
5. Trees to remain should also be tagged with a green ribbon.
6. Submit a landscape plan to indicate proposed tree replacements. Proposed plantings should include tree size and type.
7. Provide access to the site, to allow for City Council and Staff to evaluate the proposal.
8. Complete and submit tree removal application, including payment of fee.

