Tree Removal Request Form
For trees on city property

Current date:_____

Instructions: The owner of the property where the tree is located shall complete the information below.

1. Submit completed form to city hall or public works director
2. Street Committee will review request and make recommendation within fifteen (15) working days.
3. Common Council will approve or deny the request at their next regularly scheduled meeting following recommendation from street committee.

Property Managers and Individual homeowners:

Name:_____
Mailing Address:_____
Phone number:_____
Email:_____
Property address (of tree)_____

Condominium, Apartments, or Community Associations:

Management company/Association:
Name of person completing form:_____ title:_____
Request approved by Association Board? Yes____ No____
Mailing address:_____
Phone number:_____
Email:_____
Property address (of tree)_____

Type of Tree: (oak, elm, etc.)_____

Approximate diameter of trunk (at height of 3 feet)_____

Describe current condition of tree: (dead, alive, diseased, etc)_____

Location of tree on property:_____

Reason for removal:_____

Request for replacement? Yes_____ No_____

Date routed to Street Committee:_____

Street Committee recommendation: _____approve removal _____deny approval

Comments:_____

Council meeting date: _____ approve removal_____ deny removal_____

Comments:_____

Replacement? Yes_____ No_____