



City of Manitowoc – Forestry Division
Street Tree Removal Permit

Permit # _____

C&C # _____

The undersigned owner of property in the City of Manitowoc is applying for a permit to remove a street tree(s) from the City right-of-way adjoining their property at their own expense. Street trees are those trees growing on land located between the curb and sidewalk, right-of-way lines, boulevards and all other areas owned by the City or to which the public has free access. The permit fee is **\$75 per tree** unless waived. *(If you would like to request that the City remove the tree(s), do not complete this form, instead contact the City of Manitowoc Forestry Division. See the contact information on the last page.)*

The undersigned property owner agrees to abide by all policies, procedures and guidelines regarding street tree removal as set by the City of Manitowoc. The undersigned and all their heirs, executors, administrators, assigns and agents agree to hold the City of Manitowoc, their employees, and agents harmless for any and all damages or personal injury claims occurring in connection with the above grant of permit. Further, any rights to any claims, demands, rights of causes of action, present or future, whether known, anticipated or unanticipated, resulting from or arising out of the removal of the tree(s) by the undersigned, his assigns or agents is hereby waived. The undersigned assumes any and all risks, which may arise out of or related to his actions.

Removal permits are granted only after an inspection by City of Manitowoc Forestry Division staff. **The \$75 per tree removal permit fee will be waived if the terrace area is deemed a non-replantable space due to width, etc. by City staff or if the tree being removed is replaced with a tree approved on the City’s Street Tree Planting Permit.**

Date: _____

Property owner: _____

Property owner’s address: _____

Address of tree removal (if different:) _____

Phone # (6 AM – 4 PM): _____ E-mail address: _____

If more than one terrace tree, which tree will be removed: _____

of trees to be removed: _____ Width of terrace: _____

Species of tree(s): _____

Overhead utilities present: Yes No

Reason for removal: _____

Tree will be removed by (check one): Private contractor

Name & phone #

Property owner &/or other individuals

Name & phone # (if not property owner)

All residents requesting a Street Tree Removal Permit are required to review the City of Manitowoc Tree Maintenance & Removal Policy. This policy contains information regarding criteria used by Forestry Division staff in determining validity of removal requests, safety precautions during the removal process, liability assignment and cost of removals.

- I have read the City of Manitowoc Tree Maintenance & Removal Policy and hereby agree to its terms. The policy can be found online at www.manitowoc.org/forestry.
- I understand that the City of Manitowoc shall be held harmless in the event of damage, accident or injury.
- I understand I must notify the proper agency if the tree being removed encroaches upon or physically touches any overhead utilities.

Signature of property owner

RETURN PERMIT APPLICATION TO:

**City of Manitowoc – Forestry Division, 900 Quay St., Manitowoc, WI 54220
Phone: (920) 686-3580 • Fax: (920) 686-6525 • E-mail: forestry@manitowoc.org**

Find more forestry information online at: www.manitowoc.org/forestry .

(For Office Use Only)

Date of inspection: _____

Inspector: _____

Removal permit decision: Approved Denied _____

If approved, is the area re-plantable: Yes (fee will be waived if tree(s) planted within 6 mo.)

No (*fee is waived*) _____

Total permit fee, if applicable: \$ _____

Date Paid or Invoiced: _____ **Invoice # or Receipt #** _____