



# Village of Upper Brookville Building Department

Village Hall, 1395 Planting Fields Road, Oyster Bay, NY 11771

Tel: 516-624-7715, Ext. 2, Fax: 516-624-7137

## APPLICATION FOR TREE REMOVAL PERMIT

Village of Upper Brookville Code—Chapters 191 and 112

PERMIT # \_\_\_\_\_

Permit Date: \_\_\_\_\_

**Site information:**

Permit Expiration Date: \_\_\_\_\_

Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Property Address: \_\_\_\_\_

**Contact Information:**

**Landowner:** Name- \_\_\_\_\_ Address- \_\_\_\_\_

City- \_\_\_\_\_ State- \_\_\_\_\_ Zip Code- \_\_\_\_\_

Phone- \_\_\_\_\_ Email- \_\_\_\_\_

**Arborist:** Name- \_\_\_\_\_ Address- \_\_\_\_\_

City- \_\_\_\_\_ State- \_\_\_\_\_ Zip Code- \_\_\_\_\_

Phone- \_\_\_\_\_ Email- \_\_\_\_\_

**Contractor:** Name- \_\_\_\_\_ Address- \_\_\_\_\_

City- \_\_\_\_\_ State- \_\_\_\_\_ Zip Code- \_\_\_\_\_

Phone- \_\_\_\_\_ Email- \_\_\_\_\_

Description of Project: \_\_\_\_\_

Tree #	Botanical or Common Name	DBH (Diameter@ Breast Ht.)	Reason for Removal	Village Comments

Attach additional pages if required

Total Number of Trees to be Removed: \_\_\_\_\_ Permit Fee: \_\_\_\_\_ (see page 2 for fee schedule)

Applicant Signature: \_\_\_\_\_

**Building Department Use Only**

**APPROVED BY:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Approved

Approved with Stipulations



## ***SUBMISSION REQUIREMENTS***

- The application for a Tree Removal Permit shall consist of the address of the project including the section, block and lot. The address, phone number and email address of the owner, contractor and arborist as well as a description of the project is also required. The **entire** application must be filled out to be accepted.
- Provide a description and site plan or survey/map of the proposed tree removal work, including the number, size and location of the trees to be cut down. Detail should be sufficient for the Village Arborist to easily find the trees. Place a ribbon (one color only) around trees to be removed. Do not mark the trees with a permanent substance such as paint.
- All tree removal debris needs to be removed from the property unless used for mulch and/or firewood. Firewood needs to be neatly stacked and location must comply with setbacks.
- Dead or dangerous trees require a permit, permit fee and inspection by either the Code Enforcement Inspector or Tree Warden. If the Code Enforcement Inspector or Tree Warden concurs, the permit fee is refundable.
- The Village may require the planting on private property of the same species or an agreed-upon alternate species of specimen or non-specimen trees which are as nearly comparable in type and size as practical to the trees to be removed, destroyed or affected by the alteration, when the individual character of the specimen or non-specimen trees or the ecological setting requires special consideration, as a condition for the issuance of a permit for removal, destruction or alteration. The location for planting of the replacement trees shall be specified prior to issuance of the permit for removal.
- For an application that pertains to a property for which a prior tree removal permit was issued within the past 24 month period, or for a property where trees were removed without a removal permit, the permit fee shall be calculated using the total number of all trees that have been and will be removed, charged at the highest applicable rate per tree. There shall be no credit for prior fees paid.

### **FEE SCHEDULE**

# of trees to be removed	Fee	# of trees to be removed	Fee
1	\$75.00	12	\$425.00
2	<i>no charge</i>	13	\$475.00
3	<i>no charge</i>	14	\$525.00
4	<i>no charge</i>	15	\$575.00
5	<i>no charge</i>	16	\$625.00
6	\$110.00	17	\$675.00
7	\$145.00	18	\$725.00
8	\$180.00	19	\$775.00
9	\$215.00	20	\$825.00
10	\$250.00	21	\$1,275.00
11	\$375.00	22	\$75 per tree over 21

*Note: The fee for removing more than 21 trees is \$1,275 plus \$75 for each additional tree.*