



PUBLIC WORKS APPLICATION

Permit No.: _____

Assoc. Permits.: _____

Instructions for Applicants

Please read and follow all instructions on your application carefully. Most permits require additional permit information such as worksheets, certifications, letters, reports or plans. Refer to the application forms for required information. Staff will not process incomplete applications. See the current Fee Schedule for a complete list of charges, available online. The City of Brier accepts check or cash only.

Permit Type

Tree Removal – Minor

Please Print or Type Legibly

Description of Work:			
Proposed Start Date:		Proposed Completion Date:	
Site Address / Location:			
Subdivision:			Lot No.:
Property Owner(s):			Phone:
Address:			Cell:
City:	State:	Zip:	Fax:
E-Mail:			
Contractor Name:			Phone:
Address:			Cell:
City:	State:	Zip:	Fax:
State Contractor's License No.:		City Business License No.:	
Contact Person, if different:			Phone:
E-Mail:			Cell:
Subcontractor Name:			Phone:
State Contractor's License No.:		City Business License No.:	



MINOR TREE REMOVAL PERMIT

Permit No.: _____

Site Address: _____

A **Minor Tree Removal Permit** . All proposals which do not require a land use or construction permit, are located on lots less than twenty-five thousand (25,000) square feet, and are not located within a critical area or its buffer as defined by Title 18 BMC, and which remove five (5) or less significant trees in a forty-eight (48) month period, shall be required to obtain a minor tree removal permit. See Chapter 17.52 BMC for code requirements and definitions.

Existing Tree Information:

Tree Removal Information:

Total Trees: _____
 Significant Trees: _____
 Required Trees: _____
 Damaged Trees: _____

Total Trees: _____
 Significant Trees: _____
 Required Trees: _____
 Damaged Trees: _____

REQUIRED SUBMITTALS

- 1. Public Works Application form, with original signature(s) and Application Fee: \$37.50 plus \$25 per tree proposed for removal.
- 2. A site plan, drawn to scale, showing:
 - A. Date, scale, north arrow;
 - B. Address, parcel number(s), and legal description of the subject property;
 - C. Name, address and phone number of the property owner and landscape professional / arborist;
 - D. Property dimensions, and size (square footage);
 - E. Designation of all trees proposed for removal, including diseased or damaged trees, with species and diameter. If diseased or damaged trees are proposed for removal, include a report by a certified arborist; and
 - F. Location of all critical areas as defined by Title 18 BMC or a statement certifying that there are no critical areas on or adjacent to the site.
- 3. If any tree growing on the property line is proposed for removal, written permission from all property owners with original signatures is required.
- 4. A written statement of the reason for removal
- 5. I am aware that no more than five (5) trees can be removed from the property within a forty-eight (48) month period. I also acknowledge that no trees can be removed within a critical area as defined in Title 18 BMC.

For Staff Use ONLY	
Verified	Waived

 Signature Title Date

 Print Name

FOR CITY USE ONLY			
Received By:	Receive Date:	Deposit Amount: \$	Receipt No.:
Total Fees: \$	Issued By:	Issue Date:	Receipt No.:
Amount Due: \$	Expiration from Issuance (Days):	60	W/ Permit: