

TREE REMOVAL PERMIT APPLICATION



FOR OFFICE USE ONLY
 \$350 \$125

PERMIT NUMBER & DATE STAMP

Trees proposed for removal are (check all that apply):

- Dead or diseased
- Non-protected species; living and in healthy condition
- Protected species, according to Village of Long Grove Code, Sect. 4-10-6, Table A: Protected Species (see pg. 2)
- Located within a platted conservancy area or scenic corridor

Reason for tree removal:

Residential:

Commercial:

- New single family home construction
- New addition construction
- Other: _____
- New building construction
- New addition construction
- Other: _____

Tree Removal Site Address:

Subdivision: _____
Lot #: _____ PIN #: _____

Property Owner(s) Name(s):

Owner's Current Address: _____
City, State, Zip: _____
Phone #: _____ Cell /Alt Phone #: _____
E-mail address: _____

Consulting Licensed Arborist:

Name: _____ Lic. #: _____
Address: _____
City, State, Zip: _____
Phone #: _____ Cell /Alt Phone #: _____
E-mail address: _____

Tree Removal Contractor:

Same as arborist above

Name: _____
Address: _____
City, State, Zip: _____
Phone #: _____ Cell /Alt Phone #: _____
E-mail address: _____

As the property owner, I hereby attest that all information provided in support of the requested permit is true and accurate. I acknowledge that all tree preservation and tree removal, as well as any required tree replacement, must be performed in accordance with the Codes adopted by the Village of Long Grove and shall be consistent with the Village-approved plans, permit, and tree preservation agreement.

Property Owner's Signature

Printed Name

Date

Thank you for complying with the Village of Long Grove Tree Preservation Ordinance, designed to preserve and protect those species of trees that represent the varieties that existed in the historic grove of trees for which Long Grove is named.

Village of Long Grove ☎ 3110 RFD, Old McHenry Road, Long Grove, IL 60047 ☎ Ph (847) 634-9440 ☎ Fax (847) 634-9408

TREE REMOVAL PERMIT APPLICATION SUBMITTAL REQUIREMENTS as per Village Code Title 4, Chapter 10: Tree Preservation:

- Completed permit application, signed by property owner
- Application fee, payable in the form of a check to the Village of Long Grove:
 - \$350.00 for new single family home project and all other full-lot reviews
 - \$125.00 for partial lot reviews for resi. addition or similar small-scale project
 - Other; per hourly forester fee schedule
- Tree Survey (**3 copies**)
 - The tree survey shall be overlaid directly upon a site plan and indicate the location, species, and DBH of all protected trees and also those other trees with a DBH of twelve inches (12") or greater. The survey shall distinguish among trees to be preserved, transplanted, and/or destroyed. All trees shall be numbered. Groups of trees which are less than three feet (3') apart may be designated by clumps, provided that all trees with a DBH of twelve inches (12") or greater must be individually depicted.
 - The tree survey shall include:
 - Location and dimensions of all existing and proposed buildings, walls, improvements, and structures
 - Identification of uses on adjacent properties within two hundred fifty feet (250') of the site
 - Location and dimensions of all off-street parking areas, access roads, driveways, construction entrances and staging areas
 - Existing and proposed utility services, septic systems, water wells
 - Existing and proposed elevations
 - Setbacks, yard requirements, and easements
 - Clearly mark location of protective tree fencing and include plan for preserving trees during construction
- Tree Inventory List completed and signed by a licensed arborist, corresponding with the tree survey; use the Tree Inventory form attached or create a similar list providing tree numbers, species, DBH, condition rating, and action plan for each tree.
- Tree Replacement Plan clearly demonstrating intent to replace protected trees which are being destroyed. Note: A 2-year written guarantee of survival for all newly planted and/or transplanted trees will be required.

TABLE A: PROTECTED TREES	
Species	Diameter At Breast Height (DBH)
Basswood/linden (<i>Tilia americana</i>)	10 inches or greater
Black walnut (<i>Juglans nigra</i>)	8 inches or greater
Hackberry (<i>Celtis occidentalis</i>)	8 inches or greater
Hickory Bitternut hickory (<i>Carya cordiformis</i>) Pignut hickory (<i>Carya glabra</i>) Shagbark hickory (<i>Carya ovata</i>)	8 inches or greater
Ironwood (<i>Ostrya virginiana</i>)	6 inches or greater
Oak Black oak (<i>Quercus velutina</i>) Bur oak (<i>Quercus macrocarpa</i>) Hill's oak (<i>Quercus ilipsoidalis</i>) Red oak (<i>Quercus rubra</i>) Swamp white oak (<i>Quercus bicolor</i>) White oak (<i>Quercus alba</i>)	10 inches or greater
Sugar maple (<i>Acer saccharum</i>)	10 inches or greater
Wild black cherry (<i>Prunus serotina</i>)	8 inches or greater
(Ord. 96-O-7, 3-12-1996; amd. Ord. 2000-O-20, 8-8-2000; Ord. 2007-O-04, 4-24-2007)	



TREE PRESERVATION AND REPLACEMENT AGREEMENT

FOR SITE ADDRESS: _____ PROPERTY OWNER'S NAME: _____

This agreement is between the Village of Long Grove and the property owner. The purpose of this agreement is to provide for the replacement of protected trees that, due to activity by the property owner, are to be removed or were removed or destroyed. The removal may have been caused by, but not limited to, new construction or accidental destruction.

The Village Code requires that a property owner replace removed or destroyed protected species trees with an equal total number of inches D.B.H. (diameter at breast height) of new trees similar in protected species to the protected species trees being removed; reference Village Code Chapter 10, Title 4, Table A: Protected Trees. No replacement tree shall be less than three (3) inches D.B.H. All replacement trees require a written guarantee of survival for a two-year period.

Where possible, the replacement trees shall be located on the property where the original protected species trees were removed or destroyed. The Village of Long Grove shall make the determination as to replacement on the original site relative to the appropriate health of the replacement trees. An alternative, publicly-owned, site for planting replacement trees may be suggested by the property owner subject to approval by the Village.

The following site, pending Village approval, is proposed for the replacement trees:

Initial The original site of tree removal: _____

Initial An alternative location:*

*Requires Village approval

Initial In lieu of planting replacement trees, the property owner is opting to provide payment to the Village equivalent to \$150.00 per inch DBH of removed or destroyed protected trees.

Check # _____ in the amount of \$ _____ is enclosed.

The attached tree preservation plan and tree inventory specifying species, sizes DBH, and location are made part of this agreement.

Plans by: _____ Dated: _____

The property owner agrees that replacement shall be completed before a Certificate of Occupancy can be issued.

In addition, a separate tree replacement security deposit shall be required by the Village of Long Grove, due at the time of permit issuance, to ensure replacement of the total inches D.B.H. of removed or destroyed protected species trees. The security deposit shall be governed by the provisions of Section 12-1-3 of the Village Code. If the permittee completes all required tree transplanting or replacement within the time frame specified by the village manager, the security deposit shall be returned to the permittee in accordance with section 12-1-3 of this code. Should the permittee fail to complete the transplanting or replacement within the established time period, the village may elect to use the security deposit to hire an independent landscaper to complete the required tree transplanting or replacement.

Security Deposit Required: Total inches DBH _____ x \$150.00 / "DBH = \$ _____

Table with 4 columns: VILLAGE USE ONLY, CHECK #, DATE RECEIVED, RECEIPT #.

The property owner agrees that, if during the course of construction, any additional trees (other than those approved here for removal) get destroyed, the property owner becomes responsible for their replacement and the associated additional required security deposit (\$150.00/ "DBH) shall be due upon this discovery.

Property owner's acceptance of this agreement and its terms:

PROPERTY OWNER'S SIGNATURE _____ PROPERTY OWNER'S PRINTED NAME _____ DATE _____

PROPERTY OWNER'S CURRENT ADDRESS _____ CITY, STATE, ZIP _____ PHONE NUMBER(S) _____

Village's acceptance: The attached professional plan review by the Village Arborist is made part of this agreement.

Village Arborist: _____ Review dated: _____

VILLAGE REPRESENTATIVE'S SIGNATURE _____ DATE _____

TREE REMOVAL PERMIT # _____ BUILDING PERMIT # (WHERE APPLICABLE) _____

Address: _____ Lot # _____ Subdivision: _____

Inspection date: _____ Inspector: _____

Village findings: _____ Photos taken by Village

- 1. Is proposed tree removal within a conservancy area? No Yes; CSCC review required
- 2. Is proposed tree removal within a scenic corridor? No Yes; CSCC review required
- 3. CSCC review date: _____ Denied Approved
- 4. Village forester review required? No Yes Review date: _____
- 5. Tree Replacement Agreement required? No Yes # Inches DBH mitigation: _____
- 6. Is a tree replacement security deposit required? No Yes Amount (\$150 x "DBH): \$ _____

PERMIT APPROVED DATE: _____ VILLAGE OFFICIAL'S SIGNATURE: _____

PERMIT DENIED REASON(S) FOR PERMIT DENIAL: _____

DATE: _____ VILLAGE OFFICIAL'S SIGNATURE: _____