

**CITY OF JEFFERSON**  
**RIGHT-OF-WAY TREE WORK PERMIT**

Parks and Recreation Department  
Forestry and Landscaping Section

Application Number: \_\_\_\_\_ Date: \_\_\_\_\_  
Property Owner Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Fax: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Location of tree(s) if different than above address: \_\_\_\_\_

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Reason for permit (please check all that apply)

\_\_\_\_ Tree planting (from approved list) \_\_\_\_\_ Number  
\_\_\_\_ Tree pruning (dead wood removal) \_\_\_\_\_ Tree pruning (structural, thinning)  
\_\_\_\_ Tree removal: Reason \_\_\_\_\_

Proposed date of requested work: \_\_\_\_\_

Remarks: \_\_\_\_\_

Contractor: i.e. Tree service, nursery, landscaper, etc. (if applicable) \_\_\_\_\_

Phone(s) \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Zip: \_\_\_\_\_

If permit is granted, I hereby agree to do the work in accordance with the Arboricultural Specifications and Standards of Practice, and directives provided with this application.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Property owner or authorized agent)

\_\_\_\_\_  
Contractor (if applicable) Date: \_\_\_\_\_

**DO NOT COMPLETE BELOW THIS LINE**

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**Inspector's Report**

Planting strip width: \_\_\_\_\_ ft. Zone for: \_\_\_\_\_

Width of sidewalk: \_\_\_\_\_ ft. Building type: \_\_\_\_\_

Width of roadway: \_\_\_\_\_ ft. Building set back (from walk): \_\_\_\_\_ ft.

Total street width: \_\_\_\_\_ ft. Ht. overhead lines: \_\_\_\_\_ ft.

Kinds, sizes, conditions of existing trees in block: \_\_\_\_\_

Proposed tree(s): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Inspector)

Application approved: \_\_\_\_\_ Date: \_\_\_\_\_  
(City Forester)

Permit issued: \_\_\_\_\_ Expires: \_\_\_\_\_

Date tree planted: \_\_\_\_\_ By: \_\_\_\_\_