

**CITY OF NAPERVILLE, ILLINOIS
TREE REMOVAL PERMIT APPLICATION**

NAME _____

DATE _____

ADDRESS _____

CITY _____ ZIP _____

PROJECT: _____

PHONE Residence _____

Business _____

LOCATION: _____

Fax _____

PROJECT CONTACT: _____

Please indicate all trees to be removed:

<u>VARIETY</u>	<u>NUMBER</u>	<u>SIZE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

<u>CONDITION</u>

Are trees you wish to remove clearly marked?

_____ Yes _____ No

PERSON/COMPANY PERFORMING WORK:

NAME: _____

ADDRESS: _____

Is the map indicating location of trees attached?

_____ Yes _____ No

PHONE _____ DATE _____

DATE WORK WILL BE DONE: _____

IF PERMIT IS GRANTED, I HEREBY AGREE THAT ANY AND ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH THE TREE PRESERVATION ORDINANCE #93-14, TITLE 5, CHAPTER 10, SECTION 5-10, OF THE NAPERVILLE MUNICIPAL CODE.

PROPERTY OWNER'S SIGNATURE _____ DATE _____

PERMIT TO REMOVE TREE(S) ON SAID PRIVATE PROPERTY HAS BEEN GRANTED/DENIED.

Forestry Division

Date

Please return the completed form along with a survey or map, indicating the location of the trees you wish to remove, and the \$40.00 permit fee (Payable to the City of Naperville).

Enter all requested information and mail or deliver form to the Department of Public Works, 180 Fort Hill Dr., Naperville IL 60540 – (630) 420-6095.

Upon approval, a copy of the permit will be returned to you via mail or fax.

Required Practices for Tree Protection During Construction Projects

It shall be the responsibility of the developer and/or contractor to minimize damage done to tree limbs, tree trunks and tree roots during individual construction projects. To accomplish this, the following practices shall be required:

1. **Snow Fence:** All trees located within the equipment operating area, or otherwise designated for preservation on a particular construction site, shall be protected by erecting a highly visible “snow fence” barrier approximately along the drip line or edge of the tree(s) root system. All “snow fence” shall be required to be installed prior to any construction activity that could possibly damage the tree(s).

Required “snow fence” shall be installed by said developer/contractor under the direction of the Naperville Department of Public Works, unless otherwise so designated. The “snow fence” shall be installed high enough so as to be visible to all construction personnel. Once in place the fence barrier shall not be moved or taken down without the approval of the Naperville Department of Public Works.

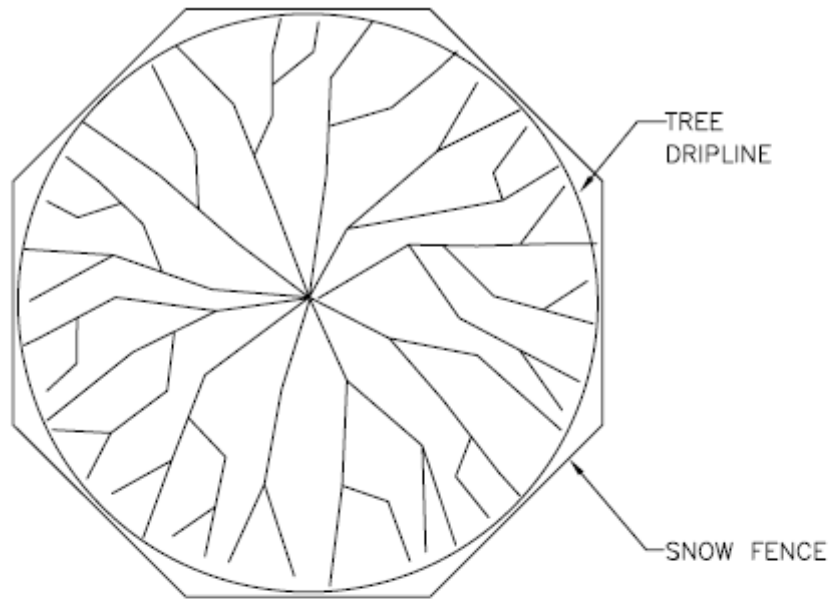
Grade changes, utility trenches, dumping of waste and the storage of construction material or construction equipment shall not be allowed within the required snow fence barrier.

2. **Augering:** If a utility must be within the drip line of a tree, it shall be required to be augered according the Naperville Tree Augering Standards.
3. **Augering Standards:** Attached.
4. **Pre-construction Root Pruning:** Should it be necessary to excavate within the drip line of a tree, where it is not possible to auger, the earth between the tree and the excavation trench shall be saw cut for a minimum depth of two feet as near to the intended trench as possible. This root pruning shall be done prior to any excavation activity near the tree(s).

The length of saw cut required shall follow Naperville’s same augering length standards for trees given the exact diameter of the affected tree. This requirement is intended to minimize the excessive tearing of roots often done by excavating equipment.

5. **Pre-construction Pruning:** Any branches that might interfere with the actual construction activity should be carefully tied back, if possible, or properly pruned prior to the start of any construction activity.
6. **Post Construction Pruning:** All trees to be preserved which have been subjected to construction activity within their drip line, should be pruned to promote health and recovery. Post or pre-construction pruning cuts shall be made by properly trained personnel skilled in arboriculture and properly certified.
7. **Tree Watering:** Trees designated for preservation should be adequately watered by developer/contractor during periods of drought.
8. **Mulch:** It is recommended that following construction, tree(s) be maintained in their native condition, by placing a natural mulch around the tree root area, composed of two (2) inches of decomposed leaves and two (2) inches of woodchips or bark.
9. **Inspection & Penalties:** The Department of Public Works and the Transportation, Engineering and Development Group shall inspect said construction site periodically to guarantee compliance with these above requirements. Developers/contractors found not meeting the above standards will have their work permits suspended and shall be subject to fines and/or replacement costs for any and all tree damages done on their project.

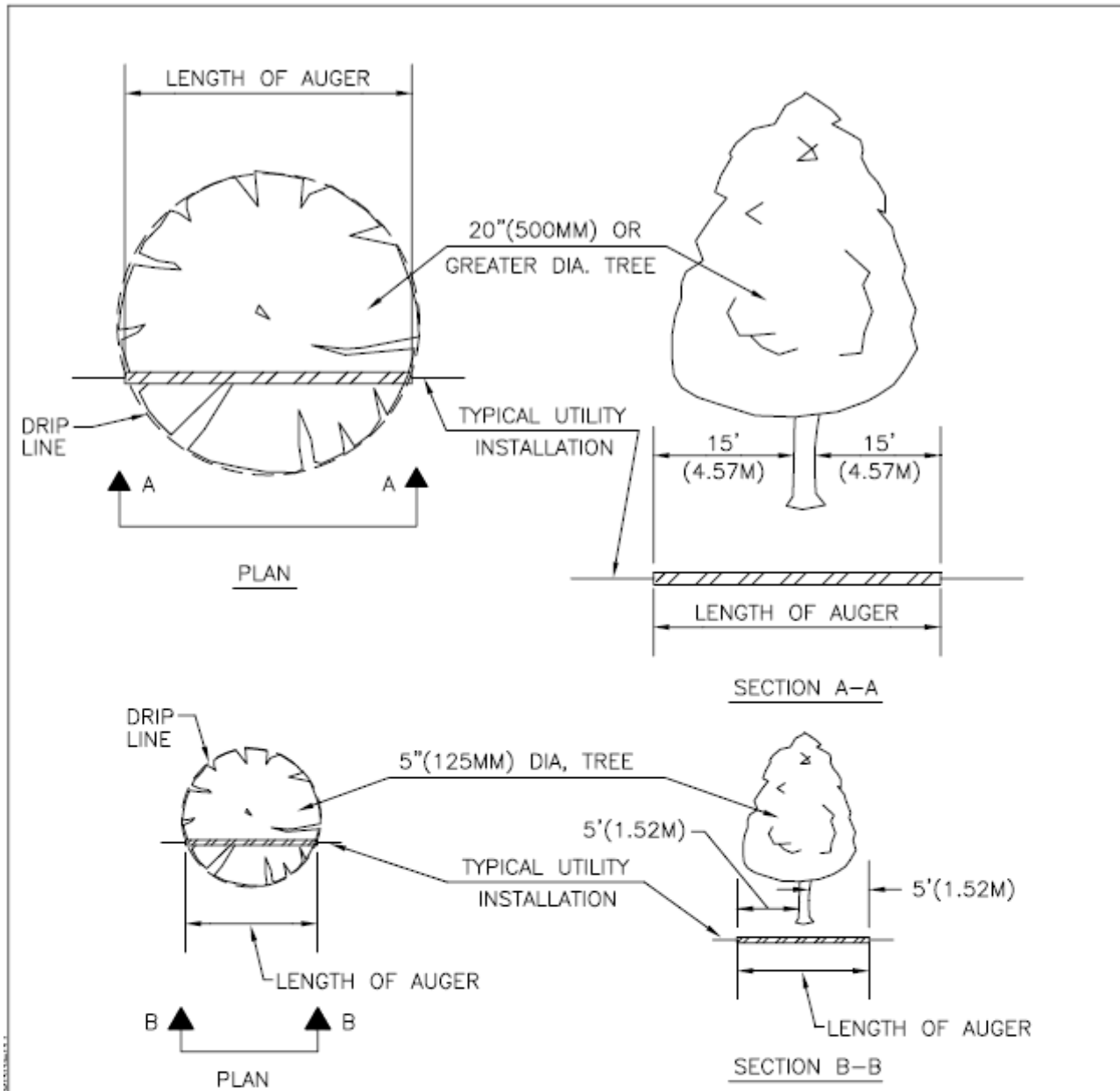
RECOMMENDED PRACTICES FOR TREES TO BE SAVED



1. SNOW FENCE SHALL EXTEND TO THE DRIPLINE OF THE TREE. THE SNOW FENCE SHALL BE HIGH ENOUGH SO AS TO BE VISIBLE TO ALL CONSTRUCTION PERSONNEL.
2. GRADE CHANGES, UTILITY TRENCHES, STORAGE OF CONSTRUCTION MATERIAL, DUMPING OF WASTE OR STORAGE OF CONSTRUCTION EQUIPMENT SHALL NOT BE ALLOWED WITHIN SNOW FENCING.
3. IF A UTILITY MUST BE WITHIN 15'(4.57M) OF A TREE TRUNK, IT IS RECOMMENDED THAT IT BE AUGERED.
4. ALL TREES TO BE SAVED WHICH HAVE BEEN SUBJECTED TO CONSTRUCTION ACTIVITY WITHIN THE DRIPLINE SHOULD BE SELECTIVELY THINNED 10% BY AN ARBORIST SKILLED AT THE SELECTIVE THINNING PROCEDURE. NONE OF THE TREES SHALL BE TOPPED, HEADED BACK, SKINNED (REMOVAL OF THE INTERIOR BRANCHES), OR CLIMBED WITH SPIKES. ALL DEAD WOOD SHOULD BE REMOVED TO AVOID HAZARD.
5. IT IS RECOMMENDED THAT FOLLOWING CONSTRUCTION, TREES BE MAINTAINED IN THEIR NATIVE CONDITION. NO LAWN SHOULD BE PLACED AROUND THE TREES. IT IS RECOMMENDED THAT THE AREA BE MULCHED WITH 2"(50MM) OF DECOMPOSED LEAVES AND 2"(50MM) OF WOOD CHIPS OR BARK.

Title: RECOMMENDED PRACTICES FOR TREES TO BE SAVED	CITY OF NAPERVILLE STANDARD DETAIL		
Approved By:	DATE: 9/29/98	REV:	Detail: MISC 7
	SCALE: NTS		

TREE AUGERING STANDARDS



1. TREES SHALL BE AUGERED AS DESCRIBED:

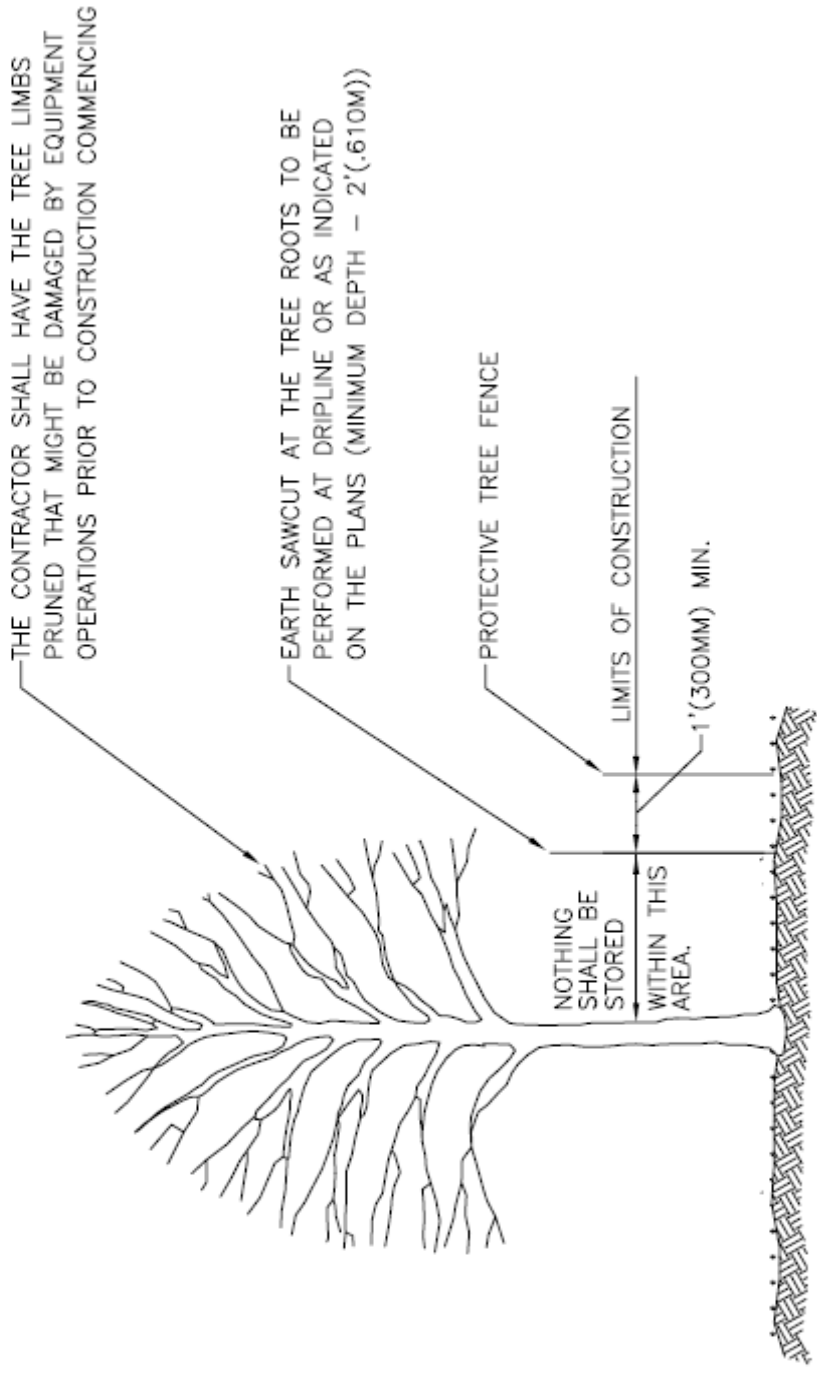
TREE DIAMETER

- 0"(0MM)–2"(50MM) – AUGER 1'(.305M) FROM FACE OF TREE IN ALL DIRECTIONS
- 3"(75MM)–4"(100MM) – AUGER 2'(.610M) FROM FACE OF TREE IN ALL DIRECTIONS
- 5 "(125MM)–9"(222MM) – AUGER 5'(1.52M) FROM FACE OF TREE IN ALL DIRECTIONS
- 10"(250MM)–14"(350MM) – AUGER 10'(3.05M) FROM FACE OF TREE IN ALL DIRECTIONS
- 15"(375MM)–19"(475MM) – AUGER 12'(3.66M) FROM FACE OF TREE IN ALL DIRECTIONS
- 19"(475MM) OR GREATER – AUGER 15'(4.57M) FROM FACE OF TREE IN ALL DIRECTIONS

2. THE MINIMUM DEPTH OF AUGER WITHIN THE ROOT ZONE AREA, AS DESCRIBED ABOVE, SHALL BE 24"(.610M) BELOW THE SOIL SURFACE.

Title: <h2 style="text-align: center; margin: 0;">TREE AUGERING</h2>	CITY OF NAPERVILLE STANDARD DETAIL		
Approved By:	DATE: 9/29/98	REV:	Detail: MISC 8
	SCALE: NTS		

TREE PROTECTION DETAIL



IF A UTILITY MUST BE WITHIN 15'(4.57M) OF THE TREE TRUNK, IT IS RECOMMENDED THAT IT BE AUGERED.

Title: TREE PROTECTION DETAIL		CITY OF NAPERVILLE STANDARD DETAIL	
Approved By:	DATE: 9/29/98	REV:	Detail: MISC 9
	SCALE: NTS		