



*Village of
Kings Point*

**BUILDING DEPARTMENT
APPLICATION FOR TREE REMOVAL**

Property Location: _____

Section: _____, Block: _____, Lot(s): _____

Owner Home Phone: _____ Owner Mobile Phone: _____

Owner Business Phone: _____ Owner Email: _____

Number of trees to be removed: _____

Purpose of proposed removal: _____

1. A New York State Certified **Arborist's Letter** **MUST** be submitted with this application certifying the need for removal of said tree(s). A letter from a tree cutting company will not be accepted.
2. A **Survey** of the property **MUST** be attached to this application which shows the location of the tree(s) to be removed in relation to existing structures on the property. Trees may only be removed from property owned by the applicant.
3. Trees to be removed **MUST** be identified in the field with a bright marker such as **Tape or Ribbon**.
4. Trees that are not dead, dying, diseased, dangerous, invasive, infested, nuisance, causing or threatening to cause damage to buildings, structures, and above or below ground utilities, are required to have replacement trees planted. A **Replacement Plan** with replacement tree species, sizes, and locations **MUST** be provided with this application.
5. Printed **Color Pictures** of each tree to be removed must be provided. The pictures must clearly show the condition of the trees and depict their location on the property relative to other identifying boundaries such as buildings, structures, fences, and trees.

The property owner **MUST** get clearance from the utility company for trees within 10-feet of power lines prior to cutting.

A Nonrefundable Permit Fee of \$100 per tree **MUST** be submitted with this application. Checks are made payable to: Village of Kings Point. All fees are nonrefundable.

Property Owner (print name) _____ being duly sworn states that he/she is the owner of said property and the tree(s) above described is/are located wholly within his/her property lines.

Sworn to before me this _____ day
Of _____, 20_____

Notary Public

Signature of Owner

Applications that are incomplete will not be accepted or temporarily held by the Building Department.

No tree removal work may begin until this permit has been approved by the Building Inspector.

Trees approved for removal shall be removed completely down to the grade level.

Approved permits shall expire six months from and after the date of its issuance. No work may be performed under an expired permit.

-----Do not write below this line-----

Date Received: _____

Application Fee: _____

Date of Approval: _____

Date of Expiration: _____

Not Valid Unless Stamped Approved and Signed Here by Village