

Submit to:  
ktsanderson@urbana.illinois.us

City of Urbana, Illinois  
Public Works Department

### TREE AND LANDSCAPE WORK PERMIT

Applicant Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Project address (if different from above) \_\_\_\_\_

Applicant phone \_\_\_\_\_

Type of Work:     Tree         Landscaping

Total number of trees/plants involved: \_\_\_\_\_

**\*Please provide a complete inventory on the reverse side of this application.**

Description of project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are there any public utilities that may interfere with this work?     YES         NO

Please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed Starting Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**\*48-hour advance notice is required.**

*Your signature verifies that you have read and understand those provisions of the Ordinance, the Arboricultural Specifications Manual, and/or any other agreed upon standards that apply to the work for which this permit is sought.*

Applicant Signature \_\_\_\_\_

*City Arborist use only*

Date:

Approved:     YES         NO

Permit # \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Arborist Signature \_\_\_\_\_

Permit # \_\_\_\_\_

INVENTORY (to be completed by the applicant)					INSPECTION (Arborist Use Only)			Comments
#	Location	Species	Description of Work	Size	Satisfactory	Un-satisfactory	Rework	
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Work Quality or Standard Approval by City Arborist \_\_\_\_\_

NOTE: The issuance of any additional or future permits is predicated by the satisfactory completion of the work authorized through this permit as confirmed by the City Arborist. As required by ordinance, all work must conform to the standards outlined in the "Overhead Line Clearance Manual" and/or the "Arboricultural Specifications Manual." Violation penalties, as prescribed by the Urbana Tree Ordinance (#7677-24), will apply.