

INCORPORATED VILLAGE OF MUNSEY PARK
1777 NORTHERN BOULEVARD • MANHASSET, NY 11030
TEL (516) 365-7790 FAX (516) 365-2235

APPLICATION FOR TREE REMOVAL and / or TREE PRUNING PERMIT

Homeowner: _____ Arborist / Tree Contractor: _____

Telephone No.: _____ Telephone No.: _____

Email address: _____

Address: _____ Address: _____

Homeowner Signature: _____

A permit must be obtained for tree pruning or tree removal. (See Chapters 172 & 173 for full details of actions for which permit is required.)

1. The reason for removal or pruning and the location on the property must be described and supplied to the Village (an attached handwritten note will suffice) along with this application. The Tree Committee will then inspect the location.
2. Where a tree's trunk rests wholly or partially on a neighbor's property, the applicant shall obtain, in writing, the abutting neighbors' consent to remove, alter, prune, or substantially alter such tree and submit it with this application.
3. This application is for a permit authorizing the removal/pruning of the specific trees identified. Once issued, the permit will authorize the removal/pruning of the specifically identified tree(s) and none other and only by the licensed arborist / licensed tree contractor.
4. Property owner gives permission for the Tree Committee to inspect the Tree(s) in the owner's absence. **THE TREE OR TREES MUST BE MARKED CLEARLY (with a ribbon or wide tape. The marking must be prominent and visible.)**
The tree stump must be removed to ground level. **IF IT IS NOT CLEARLY MARKED, IT WILL NOT BE REVIEWED.**
5. **HOUSE NUMBERS MUST BE VISIBLE FROM ROAD OR THE COMMITTEE WILL NOT BE ABLE TO REVIEW YOUR APPLICATION.**

PRUNING Permit FEE: \$100.00
 TREE REMOVAL Permit FEE: \$100.00 per tree*
TOTAL Permit FEE: \$ _____ RECEIPT #: _____

\$500 DEPOSIT FOR REPLANTING (returned upon proof of replanting): RECEIPT #: _____

TREE IS NOT ON NEIGHBOR'S PROPERTY Species of Tree(s): _____
 NEIGHBOR'S WRITTEN CONSENT ATTACHED Diameter of Tree (s): _____
 NEIGHBOR'S CONSENT SOUGHT AND WITHHELD

**Is the tree pruning / removal associated with a building application or a building permit? Yes: ___ No: ___*

APPROVED TREE COMMITTEE SIGNATURES
 DISAPPROVED
 NO. OF TREES TO BE REPLANTED: _____

TREE REPLANTING CONFIRMED BY: _____
 DEPOSIT RETURNED ON: _____

Permit expires 6 months from date of issuance. Exp. Date: _____