



# Tree Preservation / Removal Permit Application



Site Address		Lot Use		<b>FOR OFFICE USE ONLY</b>	
Owner's Name		Current Address		Submission / Packet No.	
Home #		Cell #			
Email Address:					
<b>TREE PERMIT INFORMATION</b>				Application Reviewed By _____ Date _____	
Tree Contractor's Name		Contractor's Address		Protective Fence Required (check one) <input type="checkbox"/> YES <input type="checkbox"/> NO	
Work #		Cell #			
Email Address:					
# of Trees to be Removed from Private Property		# of Trees to be Replaced on Private Property		New Construction Frontage Length	
1) DBH	Species	Reason for Removal	Location		
2) DBH	Species	Reason for Removal	Location		
3) DBH	Species	Reason for Removal	Location		
4) DBH	Species	Reason for Removal	Location		
5) DBH	Species	Reason for Removal	Location		
6) DBH	Species	Reason for Removal	Location		
7) DBH	Species	Reason for Removal	Location		
8) DBH	Species	Reason for Removal	Location		
9) DBH	Species	Reason for Removal	Location		
10) DBH	Species	Reason for Removal	Location		
DESCRIPTION OF WORK:				TOTAL PERMIT FEE	
				Permit Approved By _____ Date _____	
				Permit Issued By _____ Date _____	
Return form to: City of Highland Park, 1150 Half Day Rd, Highland Park, IL 60035 Or fax to: 847.432.9907  I have read the Terms & Conditions on Page 2			Applicant's Printed Name _____ Date _____		
			Applicant's Phone # _____		
			Applicant's Email _____		

By signing this document, you acknowledge and agree that all the information provided is true and accurate on your behalf. You further acknowledge that you have read and accept all responsibilities listed in the conditions and notices found on page 2 of this application.

**CONDITIONS**

Additional applications shall be filed and permits obtained before starting on the plumbing work, sewer, and water taps and stubs, electrical work, sidewalk construction, heating and/or air conditioning work and any other work for which permits may be required.

The cost of any work performed by the City of Highland Park to repair, correct, replace, install or maintain any public improvement, to have been constructed pursuant to this permit or damaged by work being performed pursuant to this permit, will be deducted from the Guarantee Deposit. The owner shall be further liable for any and all costs and expenses, including reasonable attorney fees, incurred by the City of Highland Park in excess of the Guarantee Deposit for such work performed by the City. A street obstruction bond is required whenever use is made of any portion of the City street, including walks, parkway and/or paving.

This permit authorizes only work for which a FEE has been noted and paid. The permittee shall be responsible for constructing all work in accordance with the description set forth in the application, plans and specifications and no error or omission in said application, plans, and specifications as filed whether approved or not, shall relieve the permittee from conforming with the Building Code of Highland Park, Illinois and all other pertinent ordinances in the installation, alteration, or repair of any such work.

The permittee does hereby agree to indemnify and hold the City of Highland Park, its employees, agents and assigns harmless from any and all claims, demands, damages, costs, expenses and causes of action, of any kind or nature whatsoever, brought by any person or entity arising out of any work performed pursuant to this permit, including but not limited to any and all injuries and damages to person, property or otherwise which occur, directly or indirectly, in connection with the work so performed. The permittee further agrees to reimburse the City of Highland Park for all reasonable costs, expenses, and attorney fees incurred by the City of Highland Park, its employees, agents and assigns in the defense of any claim, demand or cause of action brought on account of or arising out of any of the work performed pursuant to this permit.

The permittee shall be responsible for scheduling all inspections, INCLUDING ALL FINAL INSPECTIONS, of all work performed pursuant to this permit.

The permit is issued with the express stipulation that if the existing sidewalk is in bad repair it shall be re-laid at the owner's expense.

**NOTICE OF UNDERGROUND PUBLIC UTILITY FACILITIES**

Before excavating grading or ANY other work below the surface of the ground, the permittee is responsible to notify the following utilities, securing location of and protection for all underground public utility facilities.

**J.U.L.I.E. 1-800-892-0123**

**ACKNOWLEDGMENT OF OWNERSHIP**

By signing this document, the applicant and property owner acknowledge, agree, and affirm that: (1) the property owner identified in this Application is the owner of the property described, and of the tree(s) subject to this Application; (2) the issuance by the City of a Tree Preservation/Removal Permit is not to be deemed or interpreted as the affirmance or concurrence by the City regarding property rights or ownership rights with respect to the subject property and subject tree(s); and (3) in issuing any such Permit, the City is relying upon the representations made in this Application.