

City of La Porte Tree Request Form

I wish to:

- Have the City rate the subject tree(s) for trimming
- Have the City rate the subject tree(s) for removal
- Obtain a permit to trim the subject tree(s) myself or by my hired contractor
- Obtain a permit to remove the subject tree(s) myself or by my hired contractor
- Obtain a permit to plant a tree within City right-of-way myself or by my hired contractor

Resident Name: _____ **Resident Address:** _____

Phone Number: _____ **E-mail:** _____

Specific location and description of tree(s):

Please read the following conditions with the above listed request:

1. All tree work is scheduled on a "safety first" basis.
2. All tree work is subject to the annual limits of the City of La Porte budget for this type of work.
3. After safety issues are considered and evaluated, tree work will be scheduled on a first-come, first-served basis.
4. Though in most all cases lawn restoration is completed, neither the City of La Porte, nor its agents, are responsible for damage or for correcting damages to the resident's lot or lawn relating to the resident requested removal. If restoration is not completed by the City, residents are responsible for restoring the lot (e.g. correcting damage resulting from the removal) within four (4) weeks.
5. **Written Tree Commission Approval** is required before planting of new trees/shrubs/plants or removal of trees/branches measuring over ½ of an inch in diameter.
6. Contractors doing work within the City of La Porte shall be registered and current with the City through their contractor registration process prior to starting any work.

This form may be submitted to the Engineering Department or mailed to

801 Michigan Avenue
ATTN: Engineering
La Porte, IN 46350.

In signing below, the resident (signee) acknowledges reading this form and is in agreement with the above listed terms indicated on this form.

Signed: _____ **Date:** _____

City of La Porte Tree Trimming Permit and Conditions

The undersigned property owner or private company is hereby given permission to complete tree trimming to meet the current municipal code and zoning requirements, including but limited to the following conditions:

- Upon trimming, said plants shall be watered until ground is saturated.
- Do not trim trees near power lines, please contact appropriate utility.
- If property owner performs work individually, they shall conform with OSHA safety standards.
- Topping trees is prohibited.
- Pruning techniques should follow the USDA tree Owner's manual pp 18-20, see attached
- Hired contractors shall be registered and current with the City of La Porte prior to beginning any work.
- Site Specific:

In accepting this permit, the property owner agrees to defend and hold the City harmless from any and all actions, liabilities or claims from the activities authorized herein.

Property Owner/Contractor

Address of work to be performed

Phone Number

Email

Signature

Date

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This permit is issued with the approval of the Tree Commission:

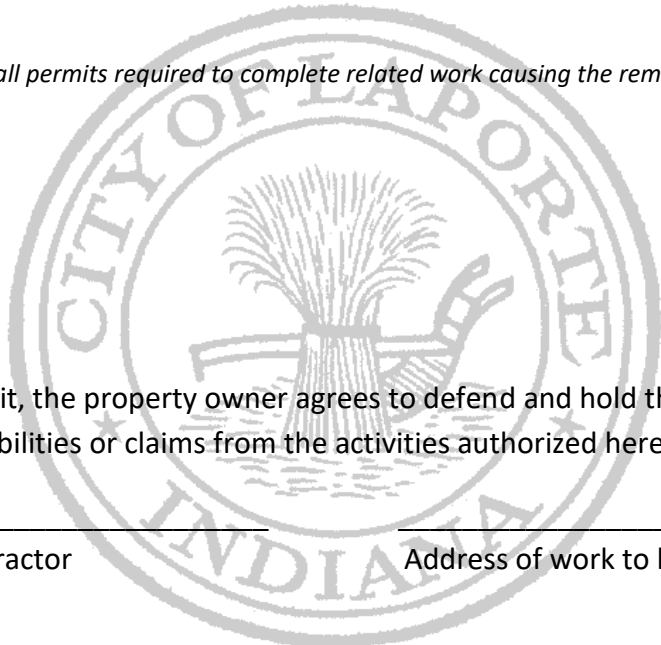
Signature

Date

City of La Porte Tree Removal Permit and Conditions

The undersigned property owner or private company is hereby given permission to complete tree removal to meet the current municipal code and zoning requirements, including but limited to the following conditions:

- If the stump is ground to be 6-8" below surface.
- It is highly recommended that property owners contract this work out.
- Hired contractors shall be registered and current with the City of La Porte prior to beginning any work.
- Site Specific:
 - Provide proof of all permits required to complete related work causing the removal of the tree.



In accepting this permit, the property owner agrees to defend and hold the City harmless from any and all actions, liabilities or claims from the activities authorized herein.

_____	_____
Property Owner/Contractor	Address of work to be performed
_____	_____
Phone Number	Email
_____	_____
Signature	Date
.....	

This permit is issued with the approval of the Tree Commission:

_____	_____
Signature	Date

City of La Porte Tree Planting Permit and Conditions

The undersigned property owner or private company is hereby given permission to complete tree planting to meet the current municipal code and zoning requirements, including but limited to the following conditions:

- Tree shall meet species and size requirements, see attached. *(attach when completed)*
- Tree shall be planted to meet the City's planting detail, see attached.
- Trees shall be watered an inch per week during May, June, July and August and/or during periods of drought. An inch of rainfall will suffice.
- Over fertilizing trees after planting can be harmful to the plant, confirm fertilizing procedure with expert before fertilizing.
- No major pruning shall be done for the first full year of planting.
- Hired contractors shall be registered and current with the City of La Porte prior to beginning any work.
- Site Specific:

In accepting this permit, the property owner agrees to defend and hold the City harmless from any and all actions, liabilities or claims from the activities authorized herein.

Property Owner/Contractor _____ Address of work to be performed _____

Phone Number _____ Email _____

Signature _____ Date _____

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This permit is issued with the approval of the Tree Commission:

Signature _____ Date _____