



City of Durham

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The City of Durham is characterized by a large number of trees that contribute to the ecology, scenic beauty, and livability of the City. Residents of Durham developed the Tree Ordinance with the intention of preserving as many trees as possible on developed and undeveloped property. Ordinance 228-05 and Chapter 5 of the Land Use Code regulate tree removals. Tree removal applications will be evaluated by criteria in Section 4 of Ordinance 228-05 and Chapter 5 of the Land Use Code.

TREE REMOVAL APPLICATION

Please complete the front and back of this application. One tree per application. Return this form with the fee to Durham City Hall. **City staff has the authority to administratively approve tree removals that meet certain criteria. All other tree removal requests must be considered by the Durham Planning Commission at their regular meeting on the first Tuesday of each month.** Tree removal decisions may be appealed in writing to the Durham City Council for up to 12 business days following the decision.

FEES: Application - \$25.00 (non-refundable) for the 1st tree and \$10.00 each additional tree

Property Owner

Site Address

Phone Number

Applicant (if different from owner)

Mailing Address (if different from site address)

Email Address (to communicate the status of your application)

Cutting down a tree without a valid permit is a violation of Ordinance 228-05 and is subject a fine. The property owner is responsible for obtaining approval to cut down a tree. By signing below, the applicant assumes responsibility for the removal of a tree without a valid permit and grants City staff and members of the decision-making body access to the property to observe and evaluate the merits of this application.

Property Owner Signature

Date

Office Use Only:

Staff Approval Staff Denial Commission Approval Commission Denial

Finding: Approval of application conforms to the criteria for removal as a type:

A B C D E F G H

Replacement Required Variety/Size Specified _____

Other Conditions _____

Application Fee _____ Receipt Number _____ Date Paid _____

This permit is valid for six months after the date of approval. Please email City Hall when you have removed the tree.

Check only one of the following boxes to describe the reason for the removal of the tree. Attach a report prepared by a by a **CERTIFIED ARBORIST**, if available.

- Type "A" Permit. Tree is dead or obviously diseased.
- Type "B" Permit. A condition of the tree makes it dangerous or potentially destructive to public or private property.
- Type "C" Permit. Removal is required to enlarge the footprint of a structure, add a deck, patio, or other building structure on an already improved lot. A Type "C" permit can only be issued after a building permit for the structure is issued.
- Type "D" Permit. The tree is between 5" and 10" DBH and not permitted under any other permit type. Limited to one tree in a 24-month period.
- Type "E" Permit. Tree is greater than 10" DBH and/or does not qualify under any other permit type. Planning Commission approval is required. Mitigation is required.
- Type "F" Permit. Tree is located in a commercial or industrial zone. Planning Commission approval is required.
- Type "G" Permit. Tree is located on previously undeveloped property. Refer to Durham Land Use Code for specifics regarding removal criteria.
- Type "H" Permit. Tree was previously designated as a preserved tree in a tree preservation plan for development.

Describe the species and size of any proposed replacement tree. Refer to the City approved tree list for requirements.

Additional information that would assist staff/Planning Commission in making a decision on this application:

In the box below, sketch a bird's eye view of your property including the house, street, driveway, existing trees including trees to be removed, and other significant property features associated with the removal request. Clearly designate the tree to be removed.