**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**

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| --- | --- | --- | --- |
| **Resident Name:** |  | **Arborist Name:** |  |
| **Telephone No.:** |  | **Telephone No.:** |  |
| **Address**: |  | **Address:** |  |
| **Homeowner Signature:** |  | **Village License No.:** |  |

A permit must be obtained for any removal of any tree having a diameter of 6 inches measured at a point 4 feet 6 inches from the ground or any pruning of limbs having a diameter of 4 inches or more. (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 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.**
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, wide tape, spray paint, etc)**. The tree stump must be removed to ground level.

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* **PRUNING APPLICATION FEE: $100.00**
* **TREE REMOVAL APPLICATION FEE: $100.00 per tree**
* **TOTAL APPLICATION FEE: $\_\_\_\_\_\_\_\_\_\_**

 **RECEIPT NO.: \_\_\_\_\_\_\_\_\_**

* **DEPSOSIT FOR REPLANTING: $500.00**
* **AMOUNT RECEIVED: $\_\_\_\_\_\_\_\_\_\_\_ RECEIPT NO.: \_\_\_\_\_\_\_\_\_**

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* **TREE IS NOT ON NEIGHBOR’S PROPERTY**
* **NEIGHBOR’S WRITTEN CONSENT ATTACHED**
* **NEIGHBOR’S CONSENT SOUGHT AND WITHHELD**

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|  |  |
| --- | --- |
| * **APPROVED**
* **DISAPPROVED**
* **NO. OF TREES TO BE REPLANTED: \_\_\_\_\_**
 | * **TREE COMMITTEE SIGNATURES**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

* **TREE REPLANTING CONFIRMED BY: ­­­­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **DEPOSIT RETURNED ON: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **VMP CLERK: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PERMIT EXPIRES SIX (6) MONTHS FROM DATE OF ISSUANCE.**

*Revised Feb 2015*

**Expiration Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**