

Village of Palos Park
8999 West 123rd Street
Palos Park, IL 60464
www.palospark.org



Building Department
Phone: (708) 671-3730
Fax: (708) 448-9542
smanning@palospark.org

TREE PERMIT APPLICATION **FOR TREE REMOVAL AND REPLACEMENT ON PRIVATE CONSTRUCTION SITES**

Purpose

We all have a role in protecting, maintaining, and replenishing trees in our community. Trees are an important natural public resource that enhances the quality of life. The Village goal is to sustain the ecological, physical, historical, and aesthetic natural environment by regulating the disposition of trees on private construction sites. We thank you your consideration and for building a better Palos Park.

Requirements

Property owners and contractors planning a construction project that will involve the removal of existing trees need to follow Village Code Section 1460.02. Codes and applications are available on the Village website and at the Kaptur Center. Not all projects require a tree permit. You may contact the Building Department for guidance. We will assist by providing information, answering questions, reviewing plans, advising, inspecting for compliance, requesting corrections of violations. The Building Department may use a certified arborist if needed.

Application Process

In general, there is a sequence of five main steps:

1. **SURVEY TREES** – locate existing trees on plan by size, species, and health.
For sites over 2 acres or over 10 trees removed, an arborist should do the tree survey and plan.
2. **DRAW PLAN** - show proposed construction, tree protections, and tree replacements.
3. **COMPLETE APPLICATION** – and attach the tree survey and plan for Building Department review.
4. **PAY FEES** – after plan approval, permits are \$60 per acre, inspections at \$60 each, arborist fee (if any).
There will be a charge if there are replacement trees required that cannot fit on site.
5. **INSTALL FENCE** – per Code Officer's directions before construction and then call for inspections.

Project address or general location: _____

Real Estate PIN numbers: _____

Property owner: (name, address, phone, fax, email): _____

Contractors: (name, address, phone, fax, email): _____

Description of proposed development: _____

Attachments: Survey: ____ Plan: ____ Other: _____

By my signature below, I confirm that the information I provided above is correct and accurate.

OWNER: _____ Date: _____

CONTRACTOR: _____ Date: _____

[Form revised 8.11.11]