

City of Livonia
Department of Public Works
Public Service Division
Revised: September, 2015



Topic: Street Tree Removal Program

Permit Cost: \$30.00 for contractors, free to residents. Removal of trees less than 6" DBH (diameter breast height) require a permit, inspection, and approval for removal by City staff but may not require a contractor to perform the work.

Policy: There are two (2) ways that trees are identified for removal from the public right-of-way:

1. Forestry personnel identify trees that are dead / dying; have a virulent disease or insect; were storm damaged; are declining due to age; have a sidewalk conflict or are an undesirable species.
2. The Department receives requests from property owners for tree removal, trimming, or evaluation. An inspection of the tree is then made to ascertain its condition.

If it is determined that the tree needs to be removed because of emergency situations, Forestry personnel will handle the situation immediately. Most removals do not need immediate action and are incorporated into the annual Tree and Stump Removal Program. Property owners are sent or given a letter explaining that the tree will be removed at the City's expense on a future removal list. As funds are available, the City will make its' best effort to replant trees that are removed by the City of Livonia. Replanting in most instances will occur the year following removal. Residents who remove trees at their expense are expected to replace the tree with a suitable species from the City's approved species list, with an approved planting permit.

If the inspected tree is found to be in a healthy condition, the property owner is notified of such condition and advised that it is the City's policy **not to remove healthy trees**. The property owner can arrange for removal of the tree at their expense with an approved removal permit from the City.

The property owner may hire a licensed and insured contractor who **must** obtain a permit for working in the public right-of-way. **The contractor must provide a Certificate for current Proof of Insurance providing for \$1,000,000.00 liability coverage before a permit can be issued.** Refundable cash deposits are sometimes required, based on the scope of the work. Before a refund is made, Forestry employees inspect the site to insure that no damage has occurred and the stump has been removed to specifications. A list of insured contractors is included, however, should the resident wish to use a contractor of their choice, then a certificate of insurance may be faxed to (734) 466 – 2660 in care of the Forestry section, mailed, or delivered to the Public Service division, located at 12973 Farmington Rd.

Two (2) copies of the approved removal permit are needed. One (1) copy must be on site with the removal crew, and one (1) copy must be available at the address where the tree removal is occurring.

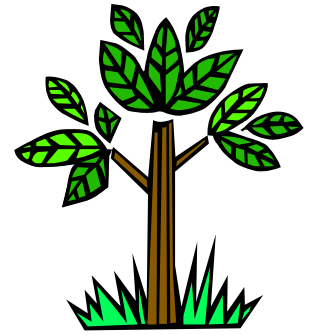
Trees 6" or less in diameter at breast height can be removed by the resident without contractor assistance. Permits are still required for these types of removals, and the city will inspect the tree to verify the species and size of tree.

IN ALL INSTANCES, PERMITS ARE REQUIRED FOR TREE REMOVALS AND PLANTINGS IN THE CITY RIGHT-OF-WAY.

Permit for:
Planting or Removing trees
in the city right of way.

City of Livonia

Department of Public Works
Public Service Division
12973 Farmington Road
Livonia, Michigan 48150
734-466-2655



Forestry
734-466-2655

Before you Dig
Dial Miss Dig
800 - 482 - 7171

Date: ____ / ____ / ____

Applicant Information

Name: _____

Address: _____

Phone #: _____

Permit Type: **Planting** **Removal** **Both**
(circle)

Signature: _____

Contractor Information

Company Name: _____

Address: _____

Phone #: _____

Signature: _____
(If other than owner give title)

Crew Leader or Crew Foreman's Signature: _____

Planting permit requirements

Tree / Trees must be centered in the right of way. They must be a minimum of 15' from drive approaches; fire hydrants, manhole covers or sewer grates which exist in the right of way. Furthermore, a distance of 45' must be maintained between trees. Depending on various circumstances, some exceptions may be made, however, they must have the approval of the inspector.

Please Read Attached List for Approved Species to Plant.

Species to be Planted: _____ **Approved:** _____ **Not Approved:** _____

Inspector's Signature: _____

Homeowner Paid tree removal permit requirements.

Tree Species: _____ D.B.H. of tree: _____ **Private Contractor** City Contractor

A homeowner-hired Contractor must meet all of the city's criteria and requirements for tree and stump removal and assume all liability for property damage of any kind caused by this operation. Copies of this approved permit must be available to the inspector at the address of this residence, contractor office, and removal crew.

Cost: \$ _____ (only if the work is performed by city contractor) the tree shall be marked for removal after the necessary requirements have been met. **Mandatory replanting is required for an approved removal permit.**

Inspector's Signature: _____ **Approved** **Not Approved**

(Permit not valid, unless signed by inspector)