

Town of Brookeville, Maryland
TREE REMOVAL & REPLANTING PERMIT APPLICATION

This permit is required for the removal of any tree six inches (6") or more in diameter, as measured at four and one-half feet (4' 6") from the ground, located within the Town of Brookeville. Include a check or money order for \$25 made out to Town of Brookeville. The \$25 fee is non-refundable.

Applicant to fill out following section:

Property Owner's name: _____

Address: _____

Telephone number: _____

Email: _____

Tree Service Provider (if different than Property owner): _____

Address: _____

Telephone number: _____

Email: _____

Maryland Tree Expert License number: _____

*****CHECK ONE PERMIT TYPE BELOW*****

STANDARD TREE REMOVAL AND REPLANTING PERMIT APPLICATION

- I am applying for a standard Tree Removal and Replanting Permit Application.

EMERGENCY TREE WORK/RETROACTIVE PERMIT APPLICATION

- I had to remove the tree(s) and/or portion of tree(s) because the actively failing condition and location of the tree(s) and/or portion of tree(s) presented such a clear and present immediate danger to people or structures that there was insufficient time to obtain a tree permit. I am submitting this application within 7 days of the work to receive a retroactive Tree Permit. I have included evidence of the hazardous portion(s) of the tree(s) that created an emergency.

DESCRIPTION OF WORK TO BE DONE

Reason for removal:

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The diameter and species of the trees:

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Include a photograph of the tree to be removed with this application.

Address of adjoining and confronting property owners (these must be provided):

Draw your property in the box provided below -OR- include a map/survey of your property.

Please include the following:

- Existing street trees
- Existing private property trees
- Trees proposed for removal
- Street names, property lines, building(s) outline, driveway, and/or any other pertinent information



I understand that applying does not entitle me to a permit, and I must have physical possession of the permit before beginning any work.

The property owner or authorized representative hereby give permission to the Town of Brookeville and its agents, officers, and employees to enter the property for tree inspection associated with this permit issuance.

NATIVE TREE REPLACEMENT REQUIREMENTS: Issuance of a Tree Removal Permit requires the applicant's agreement to replace the removed tree(s); one tree is required to be planted for each tree removed. Replacement trees must be a native species to Maryland and a minimum size of 1.5" caliper (diameter measured 4-6 feet from the ground). When it is not practical to replace trees on-site, the applicant may pay a fee of \$200 to the Town's tree planting fund.

Montgomery County Historic Preservation Commission (HPC) Permit: If the tree is alive and greater than 6" in diameter, you must obtain permission from the HPC. To inquire about the HPC requirements, call 301-563-3400. A copy of an approved HAWP, HAWP waiver, or written authorization to remove the tree(s) from the HPC must be submitted with this application. If the tree is deemed dead, dying, or a hazard by a licensed arborist, please submit supporting documentation in lieu of HPC requirements.

Proof of planting is required within 1 year of permit issuance. Acceptable forms of proof include photos and a receipt.

Applications must be submitted no later than 10 days prior to the Planning Commission meeting to be reviewed. If received in less than 10 days, the permit will not be reviewed until the following month's meeting.

Signature of owner or applicant: _____ Date _____

For Town use only below this line

Receipt of Application Fee:

_____ Town Clerk _____ Date _____

Planning Commission Approval:

- Approved
- Rejected as noted

Notes:

Planning Commission Chairperson: _____ Date: _____

Town Commissioner: _____ Date: _____