

Permit #: \_\_\_\_\_

Permit Fee: No Cost



**Please submit this form to:**  
 Public Works Department  
 601 NW Second St  
 785-263-3594  
[jennie@abilenecityhall.com](mailto:jennie@abilenecityhall.com)

## Application to Plant, Prune or Remove a Public Tree

Date: \_\_\_\_\_

Address of Tree Site: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Name & Address of owner of abutting lot if applicant is lessee or agent of owner:

\_\_\_\_\_

Application to:

Plant      Species: \_\_\_\_\_ Quantity: \_\_\_\_\_

Prune      Species: \_\_\_\_\_ Quantity: \_\_\_\_\_

Remove      Species: \_\_\_\_\_ Quantity: \_\_\_\_\_

Tree desired to be pruned or removed is:

Diseased

Dead

**Other:** (please explain) \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permit review may take up to 3-5 business days. You will be notified of the decision.

Work is not to commence until an approved permit has been issued.

The permit will expire six (6) months from date of approval. If the work authorized by this permit is not completed by that expiration date, a new permit must be applied for.

Final Inspection: Upon completion of the project, applicant is to notify the City Forester's office at 785-263-2355 or by email to [jennie@abilenecityhall.com](mailto:jennie@abilenecityhall.com).

**OFFICE USE ONLY**

**Tree Board Notification:** Date of Submission: \_\_\_\_\_ Submitted To: \_\_\_\_\_ Submitted By: \_\_\_\_\_