



APPLICATION FOR TREE REMOVAL PERMIT

For activities in accordance to Village Code—Chapter 281

PERMIT # _____

Section: _____ Block: _____ Lot: _____ Wetlands: Yes / No DATE: _____

Property Address: _____

Contact Information:

Property Owner: Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

For activities that include proposed removal of tree(s) that straddle a property line, the signature from the adjacent/affected property owner acknowledging the application for tree removal(s) shall be included below

Adjacent /Affected Property Owner Signature: _____ Date _____

Address: _____

ISA Arborist: Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Tree Contractor: Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Description of Project: _____

Any land use board determinations in the past 4 years? Yes / No Date of Determination: _____

Tree #	Botanical or Common Name	DBH (Diameter@ Breast Ht.)	Reason for Removal	Village Comments

Attach color photos and any additional pages that may be required.

Total Number of Trees to be Removed: _____ Total Number of Replacement Trees: _____

Permit Fee: _____ Permit Deposit: _____ Replacement Deposit: _____ Tree Fund Donation: _____

** For each tree greater than 24" DBH, one replacement tree of 3" caliper size must be planted on the property. Replacement trees shall be selected by the property owner from the Village's list of recommended native trees. Should the property owner not desire replacement trees, a donation to the Village of Scarsdale Tree Preservation Fund is required.

Applicant Signature: _____ Date _____

Engineering Department Use Only

APPROVED BY: _____ **Date:** _____

Approved

Approved with Stipulations



GENERAL REQUIREMENTS

Must be completed for tree removal activities in accordance to Village Code Chapter 281

TREE REMOVAL PERMIT APPLICATION SUBMISSION REQUIREMENTS:

- The application for a Tree Removal Permit shall consist of the address of the project including the section, block and lot. The address, phone number and email address of the owner, tree contractor and ISA certified arborist (tree expert) as well as a description of the project is also required. The entire application must be filled out to be accepted.
- The certification statement that any land clearing shall be in accordance with permit, and regulations of **Chapter 281 of the Village Code** and must be signed.
- The permit must be filed with the Engineering Department and will be valid for ninety days (90) or a permit extension will be required.
- Each application shall be submitted in triplicate (including application & drawings/sketches), including the following information.
 - Site plan or survey and photos showing location of trees to be removed (type and size to be noted) including a copy of any land use board site approved site plan and certifications applicable to the tree removal proposed.
 - A list of tree species specifying types and DBH sizes of trees to be removed and the reason for removing the trees.
 - Permit fee, deposit, insurance certificates and any other information as may be needed to clearly explain the application.
 - At the time of application submittal, the trees proposed for removal must be clearly marked with ribbons or stakes on site for application review and verification.
- Depending on the scope of the project, the Village Engineer (or Land Use Board) may require:
 - A written statement from an ISA certified arborist (tree expert) stating the condition of trees requested for removal.
 - A tree preservation plan showing trees which are to be preserved. Methods for tree preservation in areas affected by construction activities shall meet standards set by Westchester County Best Management Practices Manual.
 - A tree removal and replacement plan prepared by a tree expert.

FEE SCHEDULE:

Permit Fees:

Removal of Trees #1 through #4 **	\$ 50.00/Tree
Removal of Trees #5 through #17	\$ 60.00/Tree
Removal of Trees #18 plus	\$ 75.00/Tree

** Two "As of Right" trees as per Village Code 281-3D do not require a fee within a twelve (12) month period.

Tree Permit Extension	
Less than five (5) trees	\$ 50.00
Five (5) trees or more	\$ 100.00
Donation to Tree Preservation Fund in lieu of replacement trees	
1 Tree	\$ 250.00
2 to 4 Trees	\$ 300.00/Tree
5 to 10 Trees	\$ 400.00/Tree
Greater than 10 Trees	\$ 500.00/Tree

Tree Deposit Schedule:

General Site Restoration Deposit for Crane and/or Heavy Equipment	\$ 1,000.00 (Refunded upon stump removal and final restoration of site)
Replacement Tree Deposit	
1 to 4 Trees	\$ 250.00
5 to 10 Trees	\$ 225.00/Tree
Greater than 10 Trees	\$ 200.00/Tree (Refunded upon 2 years successful period of establishment)



VILLAGE CODE

Tree removal activities in accordance to Village Code Chapter 281

Section 281-1 of the Village Code states that the preservation and maintenance of trees is necessary to protect the health, safety, environment, ecosystems and general welfare of the inhabitants of the Village of Scarsdale. Trees provide necessary shade and aesthetic appeal, enhance green space, improve air quality, reduce energy use and atmospheric carbon dioxide, provide and promote habitat for wildlife, impede soil erosion, aid water absorption and provide other environmental benefits and generally enhance the quality of life within the Village.

Section 281-2. Key Definitions.

DBH – The diameter of a tree trunk measured at 54 inches above the ground on the uphill side.

DISEASED TREE - A tree not capable of being cured by a tree expert and capable of infestation of the disease to other trees and plant life.

EMERGENCY - A serious situation or occurrence that happens unexpectedly and demands immediate action.

INVASIVE SPECIES - A nonnative species that adversely affects the habitats it invades economically, environmentally or ecologically and is listed as a prohibited species in the Prohibited and Regulated Invasive Species plant list of the New York State Department of Environmental Conservation.

HERITAGE TREE – A tree designated by the Village with the consent of the owner upon finding that the tree is unique and/or of importance to the community as set forth in §281-7.

PROTECTED TREE – A tree designated as protected in accordance with the listing maintained by the Village, including but not limited to, those trees listed in the Endangered Native Plants list of the New York State Department of Environmental Conservation as amended from time to time. The listing of trees so designated shall be maintained by the engineering department.

REPLACEMENT TREES – Any tree planted under the provisions of this chapter or required by a decision of a land use board. Replacement trees shall not be an invasive species or smaller than three inches in diameter at the time of planting, unless specifically approved as part of a tree replacement plan.

TREE EXPERT – An ISA-certified arborist, landscape architect or other professional certified by a recognized program of higher education or governmental agency as a tree expert.

TREE PRESERVATION FUND – A fund established by the Village of Scarsdale to receive payments pursuant to this chapter, as well as voluntary donations to be used in accordance with this chapter or to augment the planting of public trees.

TREE REMOVAL PERMIT – A permit issued by the Village Engineer in conformance with an application submitted by an applicant and approved by the Village Engineer.

Section 281-3. Activities permitted as of right on nonpublic property.

A property owner may remove a tree(s) on nonpublic property as of right, provided any of the following:

- A. The tree(s) to be removed are six inches DBH or less, except the following small caliper native trees that are three inches or greater: Hawthorn, *Crataegus* species and its cultivars, Dogwood, *Comus florida*, Crabapple, *Malus*, Redbud, *Cercis*, Mountain Ash, *Sorbus Americana*, Amelanchier (Serviceberry), *A. arborea* and *A. laevis* hybrid and cultivars, Birch, *Betula*.
- B. The tree is removed under an actual or ongoing emergency when such tree removal is necessary for the protection and preservation of life or property, including adjoining parcels.
- C. The tree is an invasive species as defined herein.
- D. Two trees on each property greater than 6 inches DBH and less than 24 inches DBH may be removed in a 12 month period. Prior to removal, a written notification shall be delivered to the Village Engineer.

Section 281-4. Tree removal permit.

A. The following tree removal activity requires a tree removal permit:

1. Except for those removed pursuant to 281-3(D), the removal of one or more trees greater than six inches DBH.
2. The removal of one or more small caliper native trees as identified under § 281-3(A).
3. Trees identified to be removed or protected as a result of a land use board determination.
4. Removal of replacement tree(s) six inches or less DBH that are planted as a result of a land use board determination or pursuant to § 281-25.
5. Removal of tree(s) determined to be preserved by a land use board for at least two growing seasons after the issuance of a certificate of occupancy or land use board approval.
6. Removal of one or more trees greater than six inches DBH that are dead, dying, hazardous or diseased as determined by a tree expert without a fee and shall not be subject to the replacement requirements under 281-5.

Section 281-5. Replacement trees

- A. A tree removed pursuant to 281-4(A1-6), that is 24 inches DBH or greater must be replaced with a replacement tree.
- B. The Village Engineer, as a condition of granting any tree removal permit, shall have the authority to require replacement trees of comparable size and species.