



# TREE SERVICE REQUEST FORM

A written application must be submitted to Community Services Department: Parks Division requesting; out of grid inspection or trim, planting, or removal of city parkway tree and arborist reports. Please complete the following information which is pertinent to your request and enclose any applicable fees.

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### Please check appropriate box:

- Arborist Report (\$930.00)       Planting a 24" tree (\$305.00)
- Planting a 36" tree (\$960.00)       Pruning @ cost depending on the size of the tree.
- Planting Site Inspection (\$70.00)      *City staff will evaluate site and determine if the site is viable for a tree planting.*
- Removal inspection (\$520.00)      *Trees will not be removed unless the inspector determines that the tree meets the tree removal criteria set forth by the Tree Preservation Ordinance and the City Forester (Municipal Code Section 16.14 Tree Removal). This fee **may** be refunded if the removal criterion is met.*

- Included in the above fees is a \$10.00 administration charge

Address of tree(s) to be inspected, trimmed, removed, planted or arborist report completed on:

\_\_\_\_\_

**Please make check payable to: City of Glendora.** Mail or deliver to Community Services Department: Parks Division 1636 Compromise Line Rd. Glendora, CA 91741. If you have additional questions, feel free to contact Parks Staff at 626-852-4869.

No unauthorized trimming, topping or removal is allowed on City trees without prior approval from the City Forester. Any property owner, upon securing permission of the City Forester, may trim/remove approved tree in the parkway upon or abutting upon the property of such owner. The City forester will require the property owner to cover the full cost for tree replacement if the tree is removed or damaged during trimming (See Municipal Code Section: 16 -Trees).

Signature of Applicant/Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

### REASON FOR REQUEST

Please explain reason for request in space provided. Attach a separate piece of paper if more space is needed and/or picture(s) are provided.

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