



## City of Columbus - Tree Permit Application

**Purpose:** Permit required for planting, removal, pruning or trimming, or involving trees located in city parks, public rights-of-way, or other city property. Permit is issued by the Public Works Department. All trees planted within public right of way and on public lands must conform to the regulations contained in Chapter 12.20 of the Columbus Municipal Code.

### Applicant Information

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Project Location

Address or Location of Tree Work: \_\_\_\_\_

Is the tree located in the public right-of-way, park, or other city property?  Yes  No

Description of location (boulevard, park area, alley, etc.): \_\_\_\_\_

### Type of Work Requested

Planting

Variety \_\_\_\_\_

Size at Planting \_\_\_\_\_

Size at Maturity \_\_\_\_\_

Removal

Pruning / Trimming

Treatment / Other (describe): \_\_\_\_\_

**Existing Tree Information**

Tree Species (if known): \_\_\_\_\_

Approximate Height / Diameter: \_\_\_\_\_

Reason for Work: \_\_\_\_\_

**Contractor Information (if applicable)**

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone / Email: \_\_\_\_\_

Insurance Certificate Provided:  Yes  No

**Before any permit shall be issued each person or firm shall first file evidence of current possession of workers compensation insurance and liability insurance coverage in the minimum amount of one million dollars (\$1,000,000.00) for bodily injury or death and one hundred thousand dollars (\$100,000.00) property damage indemnifying the city or any person injured or damaged during the execution of the work.**

**Applicant is responsible for contacting Montana 811 to locate underground utilities prior to any excavation.**

**A simple sketch showing the tree location relative to the curb, sidewalk, driveway, and utilities may be required by the City Forester.**

**Applicant Certification**

I certify that the information provided is accurate and that all work will comply with City of Columbus ordinances and applicable safety standards. I understand the City reserves the right to require removal or relocation of trees planted in violation of City code or that interfere with utilities, sight distance, sidewalks, or public infrastructure.

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

**City Approval**

Approved By Public Works: \_\_\_\_\_

Permit Issued Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Special Conditions (if any): \_\_\_\_\_