



VOG

**VILLAGE OF GLENCOE**

675 Village Court, Glencoe, Illinois 60022 ~ 847.835.4111



JH sign-off

**PRIVATE PROPERTY TREE REMOVAL PERMIT APPLICATION**  
(only for trees 8"+ or greater in diameter)

Is this for a "NEW HOUSE" or a "HOUSE FOR DEMOLITION? YES NO Date: \_\_\_\_\_

**Contractor must remove all branches and tree material from the site.**

Property Owner's Name: \_\_\_\_\_

Property Owner's (Site) Address \_\_\_\_\_ Phone: \_\_\_\_\_

Tree Contractor Company \_\_\_\_\_ Contact Cell Phone: \_\_\_\_\_

Contractor Contact Name: \_\_\_\_\_ ISA Certified Arborist #: \_\_\_\_\_  
(Recommended but not required)

Contractor Address/City: \_\_\_\_\_

Reason for Tree Removal: \_\_\_\_\_

Indicate size of tree(s) to be removed, submit site plan with their locations and identify tree/s on property with ribbon:

\_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Applicant's Name Printed: \_\_\_\_\_

**The property owner and contractor are responsible for verifying that trees being removed are in fact located on the owner's property. Trees located on or partially on the lot line typically require both owners' consent for removal.**

**This Section To Be Completed By:**

John Houde or Robert Waring  
Building & Zoning Administrator/ Village Arborist Forestry Supervisor, Public Works

**Priority Two Zone**

No. of trees requested for removal \_\_\_\_\_

No. of trees approved for removal \_\_\_\_\_

Amount of tree deposit required \$ \_\_\_\_\_

Comments:

\_\_\_\_\_

**Priority Three Zone**

No. of trees requested for removal \_\_\_\_\_

No. of trees approved for removal \_\_\_\_\_

Amount of tree deposit required \$ \_\_\_\_\_

Comments:

\_\_\_\_\_

Date \_\_\_\_\_

Village Field Review completed by \_\_\_\_\_

Total Tree Bond Required \$ \_\_\_\_\_

Tree Removal Permit Approved: Yes No

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**TREE REMOVAL PERMIT INFORMATION**

**THERE IS NO CHARGE FOR THIS PERMIT OTHER THAN  
A TREE DEPOSIT IF APPLICABLE TO YOUR SITUATION**

On a plat of survey or site plan show the following:

- Tree location.
- Tree diameter measured at 54 inches above ground (only trees 8"+ diameter or greater).
- Healthy tree removals as determined by the Village Arborist are subject to a replanting deposit at the rate of \$350 per diameter inch for Heritage type trees and \$175 per diameter inch for other types of trees. Please show the location where new 3-inch+ tree(s) will be planted. Heritage type trees are: American elm, American linden, black walnut, buckeye, catalpa, ginkgo, hackberry, hickory, ironwood, maples (except, silver and Norway), oak, Osage orange, sycamore, white pine and spruce.
- Tree removal in front yards and corner property side yards require written justification, but still may not be permitted to be removed, unless the tree is in poor health or has visible defects determined by the Village Arborist to pose a clear risk.
- The following tree removals require a permit but no justification, replacement, or tree bank contribution: dead, diseased, or hazardous trees; box elder, buckthorn (a bush), cottonwood, mulberry, poplar, tree of heaven, and willow.
- Tree Removal Permit Applications are color-coded forms and can be obtained from the Public Works Department by telephone request, by mail or in person.

**IN EMERGENCIES:**

- if a tree has fallen and is on the ground, no removal permit is required.
- if a tree has fallen and is lying on a house, garage, etc., a permit is obtainable after removal by sending or showing the Village a telephone/photo image of the condition that existed.

John Houde  
Building & Zoning Administrator  
Village Arborist  
847-835-4111 x 1117

Robert Waring  
Forestry Supervisor  
Public Works  
847-835-4111 x 1151