

**APPLICATION FOR TREE PLANTING PERMIT  
CITY OF ELKHORN  
PARK, RECREATION & FORESTRY DEPARTMENT  
(262) 741-5114**

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This permit is required for planting of tree(s) in the street right of way (area between the sidewalk and the street). The property owner should note that trees planted in the street right of way become the property of the City and could be excavated at any time if there is a need to repair buried utilities.

Date of application: \_\_\_\_\_

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

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

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

DESCRIPTION OF TREE(S)

Variety: \_\_\_\_\_

Size: \_\_\_\_\_

Person(s) completing work: \_\_\_\_\_

Drawing required (please use the back of this form). Drawing must include:

1. All existing trees and shrubs within 30 feet of planting location; both in the right of way and on private property.
  2. All driveways, alleys, sidewalks and streets within 20 feet of the planting location.
  3. Space between trees must be a minimum of 30 feet.
  4. Location of the following\*\*:
    - a. Gas main and gas service to house
    - b. Water main and water service to house
    - c. Sewer
    - d. Electric, telephone and cable lines (indicate either overhead or buried)
- \*\* To have these located free of charge, call Diggers Hotline at 1-800-242-8511
5. Include north arrow and measurements

The permit must include all of the above information or it will be returned to the applicant for completion.

Return this permit by mail or in person to the City of Elkhorn Parks & Recreation Department at 9 S. Broad Street, Elkhorn, WI 53121. If you have any questions, please feel free to contact the Park & Recreation Office at (262) 723-2223.

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FOR OFFICE USE ONLY

The tree planting permit described herein is approved / not approved by the City of Elkhorn

\_\_\_\_\_  
Date

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Director of Parks, Recreation & Forestry

# Tree Planting Drawing



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