

City Tree Work Permit Application

Forestry Division
212 Canco Rd, Suite A, Portland, ME 04103
207-808-5400
trees@portlandmaine.gov

- An approved permit is required to alter any tree within the public right-of-way. If a City tree is removed, altered, or damaged without prior written authorization, significant fines and penalties will apply. (City of Portland Code of Ordinances, Chapter 29; Maine State Statutes: Title 17, Chapter 83, Subchapter 4, 2510; and Title 14, Part 7, Chapter 739, Subchapter 2, 7552)
- Approved work must be performed by a Maine licensed arborist, and all associated fees will be the responsibility of the applicant. (Maine.gov list of licensed arborists: <https://www.maine.gov/dacf/php/arborist/ArboristList.shtml>)
- If a tree is removed from an appropriate planting location, the applicant will pay a **replant fee of \$400** in addition to any private arborist fees. Payment is due upon permit approval.
- Applications will be accepted or denied upon inspection by the City Arborist. General guidelines for acceptable applications:
 - Tree is in decline, severely diseased, or a risk to public safety
 - Tree is interfering with adjacent structures or safe use of streets and sidewalks
- Approved work must be completed by the expiration date specified below.

Date: _____ Tree Address: _____

Adjacent Property Owner (print): _____

Mailing Address: _____

Phone: _____ Email: _____

Type of Work: Removal Pruning Stump Grinding Other _____

Reason for Work:

*Please provide a detailed drawing of the location of the tree in question. Include street names, building footprint, nearby trees, driveways, and any other helpful landmarks. (Use back of sheet)

Licensed Arborist/Service Performing Tree Work: _____

Arborist License #: _____ Arborist Address: _____

Arborist Phone: _____ Arborist Email: _____

The applicant understands that the licensed arborist listed above may only perform work as specifically described in this application and as approved by the City Arborist. Violation of these terms may result in a fine. (City of Portland Code of Ordinances, Chapter 29; Maine State Statutes: Title 17, Chapter 83, Subchapter 4, 2510; and Title 14, Part 7, Chapter 739, Subchapter 2, 7552)

Owner signature: _____ Date: _____

City Arborist's Determination

Permit Approved Permit Denied Approved Permit Expiration: _____

Reasoning/provisions: _____

City Arborist Signature: _____ Date: _____

Replant Fee Due: Yes No Date Paid: _____