



# City of Crystal Lake Parkway Tree Planting Permit Form

PERMIT #

\_\_\_\_\_  
Owner's Full Name

(\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Phone Number

\_\_\_\_\_  
Property Address

**Contractor Information** (leave blank if same as owner):

\_\_\_\_\_  
Name

(\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Fax Number

(\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Phone Number

\_\_\_\_\_  
Address

**Description of Tree(s) to be Planted:** Include species name and size (measured at diameter breast height, which is measured at 4 ½' above the grade at tree's base.):

\_\_\_\_\_  
**Reason for tree planting:**

**The Owner agrees to the following:**

- The Owner must contact the City so a City Arborist can complete an on-site inspection to verify that a tree can be placed in the parkway.
- The tree type must be acceptable to the City (list can be obtained on the City's website or by contacting Public Works Staff).
- The Owner is responsible for contacting J.U.L.I.E. for locating all utilities prior to digging.
- The tree purchase and planting is the Owner's expense; after the tree is planted, the tree becomes property of the City.
- The Owner agrees to comply with related tree regulations as set forth in the City of Crystal Lake Codes and Ordinances.

\_\_\_\_\_  
Owner's Signature

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**For Office Use Only**

\_\_\_\_\_

Date of Inspection by Arborist

\_\_\_\_\_

Type of Tree

\_\_\_\_\_

Date Tree Was Planted

\_\_\_\_\_

Permit Number

\_\_\_\_\_

Date of Final Inspection/Closeout