

Conditions For Tree Removal:

1. **Dead or unsound trees** on City right-of-way will be removed by a tree removal contractor by bid .
2. Property owner is responsible for 50% of the bid price and **a service fee** of \$30.00 payable to Bluffton Utilities due upon acceptance of the bid.
3. Trees or limbs that have fallen directly in the City right-of-way will be removed by the City Street Department.
4. To determine if a tree qualifies for removal, the property owner must complete the “TREE REMOVAL APPLICATION” form, and return it to the Mayor’s office.
 - a.) Inspection appointments for trees described in the application will be made to determine if the tree qualifies.
 - b.) Trees that qualify for removal by the City will be placed on the “Tree Removal List” and removed in order.
 - c.) Property owner, whether keeping the wood or not, have the responsibility to **clean up the area and remove the tree stump**.
 - d.) Property owner will receive a coupon good for \$30.00, toward a new tree at Steve’s Lawn and Garden or with the City of Bluffton’s tree sale program every February.

Secondary electrical overhead service running through the customer’s tree:

1. City Electric Department crew will drop the service and temporarily connect it to maintain service.
2. Customer will then trim or remove tree.
3. The City crew, after #2 above, will re-hang and reconnect the service.
4. Above City work will be scheduled during regular working hours only.

Tree Removal Application

The undersigned **Property Owner** requests and authorizes the City of Bluffton to trim or remove tree(s) described as follows:

The undersigned **Property Owner** attests that the following conditions are met:

- 1.) That the tree(s) is located in the City right-of-way or an easement for public utilities.
- 2.) That the undersigned person is the legal owner of the property upon which the tree to be cut is located.
- 3.) That if the City decides that the tree described above qualifies for cutting, the undersigned wants the wood **Removed** or wants to **Keep** the wood.
(please circle one or the other)
- 4.) If the **Property Owner** elects to keep the wood or not from the cutting of the tree, it is understood that it is the responsibility of the **Property Owner** to clean up the area and remove the stump.
- 5.) Name, Address, and Phone Number of the Property Owner making the application for the inspection of the tree to determine condition and qualifications is:

NAME _____

ADDRESS _____ PHONE _____

DATE _____

- 6.) All inspections will be made by appointment only. Inspections will be made **ONLY** during the following hours: 9:00 am and 11:30 am or 1:00 pm and 4:00 pm, Monday through Friday.

The undersigned **Property Owner** hereby acknowledges that the City of Bluffton will put out bids, the cutting/topping/trimming of tree(s) and removal of same to the lowest bidder—sharing 50% of low bid, tree contractor accepts full responsibility and liability for any and all damages/injuries arising from the cutting/removing/ of tree and has sufficient resources/insurance to hold the City of Bluffton and the property owner harmless from any and all claims/suits for damages /injuries arising from cutting/trimming of the requested authorized tree(s).

Tree Removal/Tree Topping by property owner at their expense

The undersigned **Property Owner** hereby requests that the City of Bluffton grant permission to remove a dead/unsound tree from the City right-of-way. This tree, limbs and branches will be removed from the right-of-way by **Property Owner**.

Property Owner _____ Date _____

Property Owner Address _____ Phone _____

Tree located at _____

FOR CITY EMPLOYEE USE ONLY

Appointment and Time _____ Inspection Made By _____

Tree Qualifies _____ If, not reason _____

Bid Price _____ Contractor _____

Payment made by Property owner _____ Date _____