

## GUIDELINES REGARDING APPLICATIONS TO TRIM, PRUNE, OR REMOVE CITY TREES

LOT LINE Tree ownership is determined by whose property the tree is located on. When making the City's tree list, the actual lot lines were assumed. If you know the location of your lot line, please let us know the exact location and other information. If the tree is on your property, it should not part of the City inventory. The City doesn't have the resources to locate lot lines.

APPEAL If you disagree with the City Forester's decision regarding your application, you can request a hearing before the full Board of Park Commissioners. Contact the City Clerk's office to schedule a time. Both you and the City Forester can present information to the Board at the hearing. If you disagree with the decision of the Board of Park Commissioners, further appeal procedures may be available to you.

LOT LINE TRIMMING If a City tree's branches are encroaching on your property, please contact the City Forester before pruning any branches back to the lot line. We hope to be able to remove the encroachment without serious damage to the tree.

INSURANCE The City's insurance does not cover damage resulting from storm damage to a City tree. Generally, the owner of the property that sustains the damage will need to use their homeowner's insurance. Please check with your insurance company if you have questions.