

City of East Lansing
410 Abbott Rd.
East Lansing, Michigan 48823

**TREE REMOVAL AND LAND CLEARING
APPLICATION & PERMIT**

(Authority - Chapter 48, Division 3, Section 48-91 thru 48-98 East Lansing City Code)

Permit Preparer:

Name: _____
(Print)

Co. Name: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

Permitee:

Name: _____
(Print)

Dept.: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

Location of Proposed Removal/Clearing Activities: (Address, Facility Type, Street Name, etc.): _____

Describe Purpose of Proposed Removal/Clearing Activity:

List number of trees to be removed over 4 inches in diameter _____ . **And/Or**

List the acres of land to be cleared _____ .

NOTE: The boundary of all tree removal and land clearing areas must be shown on the Tree Removal and Land Clearing Plan.

List any wetland areas on the site including area in acres: _____ .

Proposed start date: _____ . Proposed completion date: _____ .

I affirm that the above information is accurate and that the above described activity will be in accordance with the approved plans and Chapter 48 of the East Lansing City Code.

Permitee Signature: _____ Date: _____

(To be completed by the City of East Lansing)

***SPECIAL CONDITIONS:** For plan verification purposes, permittee shall conspicuously mark all areas to be cleared with survey stakes and shall mark all individual trees to be removed over 4 inches in diameter with paint or ribbon for inspection by the City Engineer or his/her designee prior to the proposed activity. Permittee to supply contractor information to the City prior to the start of any tree removal or land clearing activity. Contractor information to include the name, address, telephone number and fax number of the contractor, and the name and telephone number of the contractor=s on site representative. Other condition:

Approved By: _____ Date: _____ Permit No.: _____

Issued Date: _____ Expiration Date: _____

*The City of East Lansing reserves the right to modify terms of the permit as on site conditions necessitate, and may revoke same with proper notification. A Grading and Soil Erosion Control permit may also be required prior to the activity.

**ADDITIONAL PROVISIONS FOR
TREE REMOVAL AND LAND CLEARING ACTIVITIES**

(Authority - Chapter 48, Division 3, Section 48-91 thru 48-98 East Lansing City Code – Ordinance No. 1047)

Rev. 7/2015

1. A landowner or designated agent who contracts for, allows, or engages in a tree removal and/or land clearing activity shall obtain a Tree Removal and Land Clearing Permit before commencing any activity unless exempted under Chapter 48 of the East Lansing City Code.
2. The tree removal and land clearing plan and permit shall be available for inspection at the site of the activity at all times.
3. The tree removal and land clearing permit application shall be accompanied by a plan drawn at a scale of not more than 1" to 200' containing the following information:
 - a. A site location sketch, legal description of the site and all predominant land features may be required.
 - b. Existing and proposed grades at no more than 2 foot intervals will be required for land clearing activities.
 - c. Location, size and type of all trees 4 inches in diameter or larger, indicating those to be removed and those to be retained.
 - d. Boundaries of area to be clear cut and description (type and extent) of plant material to be cut and removed.
 - e. Where wetlands may be present, based on the City's Wetland Inventory Map, the boundaries of any wetland area on the site shall be determined by a qualified consultant; if any intended cutting or clearing activities would occur within a State regulated wetland, the boundaries must be verified by the MDEQ. See Chapter 49 of the East Lansing City Code.
 - f. Copy of permit from MDEQ for any intended activity within a State regulated wetland.
4. Design, construct, and complete the tree removal and/or land clearing activity in a manner that eliminates or limits any exposed area of disturbed land for the shortest period of time. See Chapter 34 of the East Lansing City Code for additional soil erosion and sedimentation control requirements.
5. Issuance of this permit does not waive the necessity of obtaining other federal, state, and local permits or abide by any applicable local, state or federal regulations.