



City of Leander Planning Department
 104 North Brushy Street
 PO Box 319
 Leander, Texas 78646-0319
 Fax (512) 528-2729
www.leandertx.gov

Project Name: _____

Submittal Date: _____

File #: _____
 (City will assign)

SIGNIFICANT TREE REMOVAL REQUEST

APPLICATION & CHECKLIST

This application and checklist is provided as a service of the City of Leander. Its purpose is to assist the applicant in preparing a proposal that meets City standards so it can be expedited through the review process.

AN APPOINTMENT IS REQUIRED TO SUBMIT A TREE REMOVAL APPLICATION.

Please contact the Planning Department at 512-528-2750 to schedule an appointment.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Use the most current application from the City's website (www.leandertx.gov) or at city hall.
- City ordinances can be obtained at our website or City Hall.
- This application applies to the removal of trees associated with non-residential projects that are eighteen (18") inches in caliper and greater in size and are hardwood trees.
- Planning & Zoning Commission and/or City Council review and additional mitigation fees may required depending on the size of the tree.

REASON FOR TREE REMOVAL (if due to poor health, provide a letter from an arborist)

REQUIRED ITEMS FOR SUBMITTAL PACKAGE:

- ___ 1. Completed and signed application/checklist.
- ___ 2. Letter of intent describing the proposed appeal and stating the reasons and justification for the request.
- ___ 3. Map/survey of the subject property identifying the tree proposed for removal.
- ___ 4. Provide photographs of tree(s) in question.
- ___ 5. Submit a tree mitigation plan for the project.
- ___ 6. Is a proposed alternative tree preservation plan provided for staff review? Yes No
- ___ 7. Are you requesting to bypass the alternative tree preservation plan process and present request to the Planning & Zoning Commission? Yes No
- ___ 8. Accompanied by:
 - Site Development Permit Application
 - Grading Permit Application
 - Other, please specify _____
- ___ 9. Filing Fee (calculation listed below)

FILING FEE CALCULATION:

Removal of first tree:	\$ 250.00
Fee for each additional tree (per tree):	\$ 100.00
TOTAL FEE (due at the time of application submission) \$ _____	

