



# TREE REMOVAL DEVELOPMENT SERVICES DEPARTMENT

Planning and Development Division  
823 Rosenberg, 4th Floor, Room 401, Galveston, TX 77550

409/797-3660

planningcounter@galvestonTX.gov  
www.galvestonTX.gov

## What are Significant Trees?

1. A significant tree has a diameter at breast height (DBH) of 10 inches or greater; or
2. A significant tree stand is a group of trees with interconnected canopies that cover a total of at least 10,000 square feet of ground area.

## What are the standards for removal of Significant Trees?

The City Manager or City Arborist, if applicable, may approve the removal of a significant tree or tree stand if it is demonstrated that:

1. No reasonable alternative site design at the same development intensity could be approved that:
  - a. Would preserve the tree(s);
  - b. If large-scale preservation is not possible, would preserve the largest of the trees; or
  - c. If protection of the largest tree(s) is not possible, would preserve a greater number of trees than the proposed development design.
2. It is located within 10 feet of an approved building footprint of new construction or addition;
3. It is located within 6 feet of a utility easement and would interfere with the use of the easement as determined by the City Engineer;
4. It is located within 8 feet of an approved outdoor recreation area that by its nature requires the removal of the trees, such as ball fields;
5. It is ordered removed by the City Manager for other emergency reasons;
6. It is being grown and removed for agricultural purposes; or
7. It is certified to the City by an International Society of Arboriculture Certified Arborist or degreed Forester as having one or more of the following conditions:
  - a. Unhealthy or structurally unsound;
  - b. Damaged by natural causes beyond the point of recovery;
  - c. Diseased beyond the point of recovery;
  - d. Poses a threat to the public and must be removed as a safety measure; or
  - e. No longer living.

## I. PROPERTY INFORMATION

\_\_\_\_\_  
Street Address/Location, or

\_\_\_\_\_  
Legal Description (Lot Number, Block Number, Subdivision)

\_\_\_\_\_  
Present Use(s) and Improvement(s) on Property

\_\_\_\_\_  
Proposed Use(s) and Improvement(s) on Property

## II. APPLICANT INFORMATION

\_\_\_\_\_  
Property Owner Name

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Applicant/Representative Name

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
E-mail Address

**III. TREE INFORMATION**

Species \_\_\_\_\_

Caliper inches \_\_\_\_\_

**IV. NARRATIVE OF REQUESTED ACTION** (Should address reason for removal citing standards above. Attach additional pages if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**V. ACKNOWLEDGEMENTS**

I certify that [ ] I am the legal owner on record, or [ ] I have secured the property owner's permission and have full authority to make this application, and that the above information is correct and complete to the best of my knowledge and ability.

**Please read and initial below:**

\_\_\_\_\_ I understand that all documents submitted with this application are subject to open records requests in accordance with the Open Records Act / Texas Public Information Act.

\_\_\_\_\_ I understand that receipt of an application does not constitute application completeness and that staff will review the application and return incomplete applications. I understand that application fees are non-refundable once an application has been accepted and processed.

\_\_\_\_\_  
Printed Name and Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Signature of Property Owner

\_\_\_\_\_  
Date

**VI. APPLICANT CHECKLIST**

- ✓ All documents should be provided in 8.5" x 11", or please fold to appropriate size if larger. All drawings must be to scale.
- ✓ Please provide electronic copies, if available. Other pertinent information to support said request should also be attached.

- [ ] **Photographs** – Current photographs of the tree to be removed.
- [ ] **Site Plan** – showing location of the tree to be removed.
- [ ] **Arborist's Report** – indicating condition of the tree to be removed.
- [ ] **Tree Mitigation Plan** – Mitigation shall be achieved by the planting of the same number of caliper inches removed, payment to the tree mitigation fund, or combination thereof.
- [ ] **Title Report** – if property was purchased within the last 60 days.

**STAFF REVIEW – DEPARTMENT USE ONLY**

\_\_\_\_\_ The application meets all requirements of Division 9.500 Tree Preservation of the Land Development Regulations and the subject tree may be removed.

\_\_\_\_\_ The application does **NOT** meet the following requirements of Division 9.500 Tree Preservation of the Land Development Regulation and the tree may **NOT** be removed:

\_\_\_\_\_

\_\_\_\_\_  
Development Services Department Representative

\_\_\_\_\_  
Date