



# Tree Protection Permit

## Village of East Troy, Wisconsin

Version: February 4, 2021

Village of East Troy  
2015 Energy Drive  
East Troy, WI 53120

**Overview:** The Village adopted a tree protection ordinance in 2021 that regulates the removal of trees with a diameter of 8 inches or more on all non-industrial parcels greater than 0.25 acres.

**Governing regulations:** The procedures and standards governing the review of this application are found in Chapter 443 of the municipal code.

**General instructions:** Complete this application and submit one copy to the Village Clerk at the mailing address shown above. Before you formally submit your application, you are encouraged to meet with the zoning administrator who can answer any questions you may have. If you have any questions, do not hesitate to contact the zoning administrator at (920) 728-2814 or via email at [tim.schwecke@civitekconsulting.com](mailto:tim.schwecke@civitekconsulting.com). You may download this form at <https://villageofeasttroy.zoninghub.com/administration/ApplicationForms.aspx>.

**Application fee:** There is no fee.

**Application submittal deadline:** Applications must be submitted by the second Monday of the month by 12:00 pm.

- 1. Applicant and agent information** Include the names of the agent, if any, that helped prepare this application including the supplemental information. Examples include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	Applicant	Agent
Name	_____	_____
Street address	_____	_____
City, state, zip code	_____	_____
Daytime telephone	_____	_____
Email address	_____	_____

- 2. Subject property information**

Physical address \_\_\_\_\_

Tax key number(s) \_\_\_\_\_

Note: The tax key number can be found on the tax bill for the property or it may be obtained from the Village Clerk.

- 3. Zoning information** (refer to the Village's current zoning map)

The subject property is located in the following base zoning district(s). (check all that apply)

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> RH-35 Rural Holding                | <input type="checkbox"/> TR-8 Two-Family Residential    | <input type="checkbox"/> NB Neighborhood Business |
| <input type="checkbox"/> SR-3 Estate Residential            | <input type="checkbox"/> AR-9 Attached Residential      | <input type="checkbox"/> HB Highway Business      |
| <input type="checkbox"/> SR-3 Suburban Residential          | <input type="checkbox"/> MR-10 Multi-Family Residential | <input type="checkbox"/> CB Central Business      |
| <input type="checkbox"/> SR-5 Neighborhood Residential      | <input type="checkbox"/> MFH-6 Mobile Home Residential  | <input type="checkbox"/> BP Business Park         |
| <input type="checkbox"/> SR-6 Traditional-Front Residential |   | <input type="checkbox"/> LI Light Industrial      |
| <input type="checkbox"/> SR-7 Traditional-Rear Residential  |   | <input type="checkbox"/> GI General Industrial    |

- 4. Calculations** (Step One - check the parcel size. Step Two – complete the other fields in that row)

Note: the tree protection ordinance does not apply to any lot that is less than 0.25 acre (10,890 square feet)

Parcel Size	Number of Trees 8 inches or More in Diameter	Permissible Number of Trees that Can be Removed	Proposed Number of Trees to be Removed	Number of Trees Requiring Mitigation
0.25 acre to 1 acre [1]		x 0.6 =		
More than 1 acre up to 2.5 acres [2]		x 0.4 =		
More than 2.5 acres [3]		x 0.2 =		

**Notes:**

[1] Up to 60 percent of those trees that are 8 inches or more in diameter may be removed

[2] Up to 40 percent of those trees that are 8 inches or more in diameter may be removed

[3] Up to 20 percent of those trees that are 8 inches or more in diameter may be removed

**5. Proposed Mitigation** (Check all that apply)

On site planting \_\_\_\_\_ Please attach a plan showing where these trees will be planted.

Off-site (payment in lieu) \_\_\_\_\_

Total \_\_\_\_\_ This number should equal the number in the above table.

**6. Other information.** You may provide any other information you feel is relevant to the review of your application.

**7. Attachments.** List any attachments included with your application.

**8. Applicant certification**

- ◆ I certify that all of the information in this application, along with any attachments, is true and correct to the best of my knowledge and belief.
- ◆ I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with Section 13-1-195(A) of the Village's municipal code to pay for the services of independent consultants the Village elects to retain to help review this application. Depending on the nature of the proposed project, such independent consultants may include planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts. I further understand, the Village may delay acceptance of the application as complete, or may delay final approval of the proposal, until all outstanding fees have been paid. I further understand that such fees must be paid even if this application is withdrawn or denied. If the applicant or the property owner does not pay such fees upon request, such fees may be assigned to the property owner as a special assessment to the subject property.
- ◆ I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of this application and related materials or view it online.
- ◆ I understand that the Zoning Administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Applicant:

\_\_\_\_\_  
Name – print

\_\_\_\_\_  
Name – Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name – print

\_\_\_\_\_  
Name – Signature

\_\_\_\_\_  
Date