



BOROUGH OF NEWVILLE
4 West Street, Newville PA 17241 · (717) 776-7633

SHADE TREE PERMIT APPLICATION

APPLICANT INFORMATION

Name: _____ Address: _____

Telephone: _____

Location of Shade Tree: _____

PERMIT REQUESTED FOR

New Tree Planting Pruning or Trimming Removal

If a permit is requested for tree removal, please indicate the reason: _____

SKETCH PLAN

In the space below, please provide a site plan showing the location of the tree(s) in relation to your property, the street, sidewalk and curb. Please note the location of the water and sewer lines and overhead utilities on your property.

Application Fee: A \$2.00 application fee shall accompany this application.

The application should be submitted to the Borough Office for processing.

A member of the Shade Tree Commission will contact you to arrange a convenient time to meet with you in order to discuss your application. A Permit, once issued, is valid for a period of twelve (12) months.

SHADE TREE COMMISSION USE ONLY

Date Received: _____ Date Reviewed by Members: _____ Approved Denied

Comments: _____

Signature of Applicant/Property Owner: _____ Date: _____

Signature of Shade Tree Commission Representative: _____ Date: _____

Shade Tree Commission Copy Applicant Copy