

A GUIDE TO:

Dead, Diseased Or Imminent Hazard Tree Removal Applications



FREQUENTLY ASKED QUESTIONS

WHY DO I NEED A PERMIT?

The City of Austin's Land Development Code states that a protected tree(s) can be removed, with a permit, if it is dead, diseased or an imminent hazard. Removal permits are required for trees:

- 19" or greater in diameter on single family residential properties
- 8" or greater in diameter on multi-family and commercial properties

WHAT QUALIFIES AS A DEAD, DISEASED, OR IMMINENT HAZARD TREE?

- **Dead:** No live leaves or tissue to the extent that recovery is not possible.
- **Diseased:** A living tree with communicable disease that results in tree death (i.e. presence of oak wilt).
- **Imminent hazard:** Trees that are structurally unsound, where failure has started or is most likely to occur in the near future, even if there is no significant wind, and the tree cannot be reasonably mitigated.

WHY SUBMIT SUPPLEMENTAL MATERIALS FOR DEAD, DISEASED, OR IMMINENT HAZARD TREES?

We receive many Tree Ordinance Review Applications (TORAs) each day. Supplemental materials help us better understand the current state and health of your tree(s) — so that you can get a permit *faster*.

If the condition of a tree is unclear, supplemental materials provide your City Arborist staff with better information to make informed decisions earlier in the process.

WHAT DOCUMENTS DO I INCLUDE?

- 1 **REQUIRED:** *Photographs* clearly showing the tree(s) in question at multiple angles and distances.
- 2 **RECOMMENDED:** A *tree report* completed by an ISA certified arborist.
Note: We may not request a report if your photos can demonstrate the tree(s) condition. See checklist on right for what to include in a tree report and pg. 2 for an example.

IS THERE A FEE?

Dead, diseased, or an imminent hazard applications do not have a review fee. Review fees may be required if the tree does not meet the above criteria or if the request is development related.

I'VE GATHERED MY MATERIALS. NOW WHAT?

Use the checklist on the right to ensure that your supplemental materials will best support your tree removal application.

Once you've completed the checklist, submit a removal application online at: www.austintexas.gov/abc. Include a comprehensive description on your application and indicate that tree(s) are dead, diseased, or an imminent hazard so that the application can be prioritized and reviewed within 10 business days.

APPLICATION CHECKLIST

Use this checklist for a faster review...

- ☐ Attach clear photos!
See pg. 3 for a reference on dos and don'ts.
- ☐ If tree condition is not clear from photographs, include an arborist's tree report and get specific! Please, include the following in the report:
 - ☐ Address where tree(s) are located.
 - ☐ Tree species and size.
 - ☐ Description of each tree.
 - ☐ Arborist information.
 - ☐ Clear recommendations for next steps.

See pg. 2 for an example.

Have you completed your application checklist?

Submit applications online at:
www.austintexas.gov/abc



Austin Build + Connect
A DEVELOPMENT SERVICES TOOL

Questions?

✉ cityarborist@austintexas.gov

🐦 [@cityarboristatx](https://twitter.com/cityarboristatx)



EXAMPLE TREE REPORT

If the condition of your tree(s) cannot be clearly seen in photos, we encourage you to obtain a tree report from a certified arborist. Arborists serving your neighborhood can be found online through the International Society of Arboriculture (ISA) at: www.isa-arbor.com.

When requesting a tree report, make sure the following questions are answered: *What is the address at which the tree(s) are located? What is the tree(s) species and size? Is there a description of each tree? Have you included the arborist's contact information? What are recommendations for next steps?*

Use the sample below as a guide.

To whom it may concern,

SPECIES & SIZE



This report concerns the 24" DBH Heritage Pecan (*Carya illinoensis*) at the southeast corner of 1234 Address Ln. I visited this site on 12/01/2017 on behalf of the homeowner. The homeowner is re-landscaping and is taking this opportunity to evaluate the trees on her property. I conducted a Level 3 assessment of this tree, including an aerial canopy inspection.

ADDRESS & LOCATION



The tree is located at the southeast corner of the 1234 Address Ln. property. A small permanent shed (slab on grade) is located 10' from the main stem, and a swing set and picnic table are located within 20' of the tree. The swing set and picnic table may both be relocated to outside the target zone, but it is not practical to move the shed.

DESCRIPTION



The subject tree has experienced limb loss typical of pecans. However, this limb shedding combined with its location directly over the carport has resulted in damage to property and structure. In addition, there is Hypoxylon canker present in the upper limbs of the canopy.

The root collar has previously been buried, but has recently (within past six months) been excavated as a result of new turf installation. Fungal fruiting bodies are visible near root flare. Fruiting bodies are old and cannot be positively identified, although the homeowner informs me that a smaller Pecan fell on the property in 2015 and was confirmed to have been a host for Ganoderma sp.

RECOM- MENDATION



Due to the location of the tree, as well as the combined stress of the Hypoxylon and fungus/decay at the base, I would recommend this tree for removal. Mitigation options include removing limbs that demonstrate Hypoxylon and monitoring for new fruiting bodies so that the fungus at base can be identified. However, considering the presence of a frequently-occupied target (shed) and proximity to home I feel that these steps will not reduce the risk to a level satisfactory to the home owner, and will instead delay the death of the tree.

CONTACT



Please see the attached sheet containing my field notes and photographs from the assessment. You may contact me at the below address if you have any concerns.

Thank you,
John Arborist, TX-0000Z
Fake Tree Care Company, LLC,
Austin, TX

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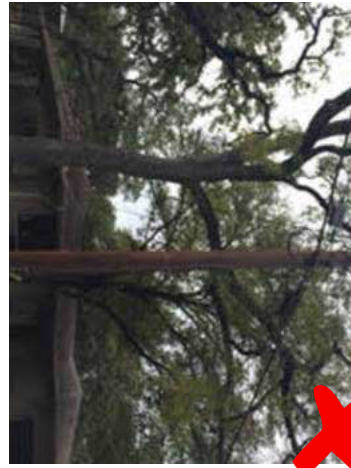


Development
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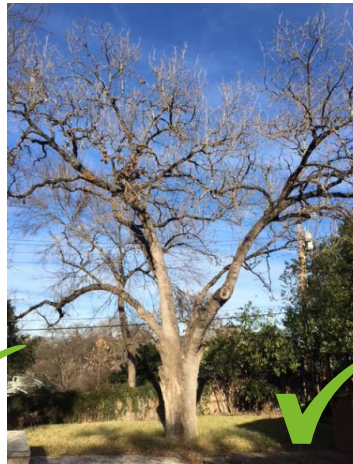
SAMPLE PHOTOGRAPHS

A picture is worth a thousand words. Be sure yours are saying what you want by following the Do's and Don'ts outlined here.



DON'T...

- ... submit photos with a glare or with other obstructions.
- ... send photos that are too close up or fail to show damage or disease clearly.
- ... send rotated or low resolution images.
- ... submit photos that are too far away or fail to show damage or disease clearly.



DO...

- ... send a high resolution image of the tree from root to canopy (bottom of the tree to top of the tree).
- ... submit a photo that shows the specific damaged, diseased, or hazardous area.
- ... take photographs during the day with bright lighting.

