



TREE REMOVAL PROCESS

An e-mail request will need to be submitted to the City Arborist at mfurbush@cityofnewnan.org from the tree removal contractor who will be taking the trees down.

The information below will need to be provided to the City Arborist so that he can come out to the property and inspect the trees that are in question.

1. Name and address of the homeowner
2. Name and contact information of the tree removal company
3. Number of trees to be removed
4. Types of trees to be removed
5. Diameter of trees to be removed
6. Reason for requested tree removal
7. Assurance that the trees have been clearly marked for inspection

Once the City Arborist receives the above information from the Tree Removal Contractor, he will then go to the site and inspect the subject trees. If they are approved for removal, he will send an approval e-mail response to the initial e-mail request from the contractor. The contractor can then print the approval e-mail and use that piece of paper to come in and get the required tree removal permit. Failure to do this can result in additional permit fees and subsequent fines. Most of our local tree removal contractors are quite familiar with this process.

PLEASE NOTE: ANYTIME that you are attempting to remove trees within SUMMERGROVE, the City Arborist will need BOTH the Homeowner Association Application AND the Homeowner Association Approval Letter.