



City of Cheyenne
Urban Forestry Division
520 W. 8th Ave. 307-637-6428
Right-of-Way Tree Permit



As per Cheyenne City Code a permit is required for any tree work in public places, including the public right-of-way.

Applicant Information: Property Owner Agent

Name: _____ Company: _____

Address: _____ City/Zip: _____

Phone: _____ Email: _____

Property Owner Info if Different from Above:

Name: _____ Phone: _____

Address: _____

Owner/Agent Statement of Consent

Property Owner Consent- I am the legal owner of record of the land specified in this application or am authorized and empowered to act as an agent on behalf of the owner of record on all matters relating to this application. I declare that the foregoing is true and correct and accept that false or inaccurate owner authorization may invalidate or delay action on this application. By submitting this application, you agree to this statement.

- A tree permit is nontransferable and must be kept on site when any work described in the permit is taking place. It is understood and agreed by the permittee that when any work is completed it shall constitute an acceptance of the permit general provisions
- Any person who violates the permit provisions will be deemed guilty of a misdemeanor, punishable pursuant to the general penalty provision of the city code.

Tree Information

Proposed Activity: Prune Remove Plant Is there a site plan for planting? YES NO

[Tree Planting Guidelines](#) *You must follow these guidelines when planting trees.*

Address/Location of Trees: _____ # of Trees: _____

Tree Species and Diameter: _____

Reason for Action: _____

Safety/Pestilence City Notice Sent: YES NO Date Work is to be completed: _____

Please submit completed permit to Mellison@cheyennecity.org and Jhardy@cheyennecity.org

Forestry Division to fill out this section-Please follow the requirements below if box is checked:

Tree Removal Approved _____

Tree Removal Denied _____

Remove tree(s). Grind stump and surface roots within 3 feet of stump, to a depth of 8 inches. Remove stump grindings and fill holes with topsoil.

Prune dead, weak, and broken branches larger than 1.5 inches in diameter out of trees that are affecting the safe use of the right-of-way.

If a pest/disease is present remove tree(s) and treat all wood by chipping, stripping the bark, burning or hauling to the landfill.

Prune shrubs/vegetation to a maximum height of 30 inches as needed.

Prune to provide a height clearance above the street surface of at least 14 feet, as needed.

Prune to provide a width clearance and height clearance above the sidewalk of at least 8 feet, as needed.

Prune to provide intersection visibility to a height of 10 ft. from the ground.

Forestry Signature: _____ Date: _____

[Right-of-Way Permit](#) – For work in the public right-of-way this permit is required