



APPLICATION FOR APPROVAL OF TREE SURVEY

File No.: _____
Application Date: _____

P & Z: _____
C C: _____

Applicant: _____ Phone No.: _____
Address: _____
Email Address: _____

Engineer and/or Surveyor: _____ Phone No.: _____
Address: _____
Email Address: _____ Fax No.: _____

Addition or Subdivision Name: _____ Acres: _____ Lots: _____

NO FEE REQUIRED

Application must include:

1. Two (2) ***folded*** copies 24 X 36 of the tree survey.
2. Receipt showing that all City of DeSoto property taxes has been paid.
3. Once the tree survey has been reviewed by staff & corrections are made, 2 copies (24 x 36) would need to be submitted to the Planning & Zoning Department.

Applicant Signature

Date

Owner Signature

Date

Applicant Printed Name

Owner Printed Name

Property owner must sign application or submit letter of authorization

CHECK LIST
For
TREE SURVEY

For Initial Submittal, please provide:

- _____ Completed Application (Including Owner's Signature or letter of authorization)
- _____ One Tax Receipt, (city and school taxes) from DISD Tax Office, for each lot or tract of land involved in the SUP request.
- _____ 2 folded copies (24 X 36) of the tree survey for review

Once staff review is complete and corrections are made, please submit:

- _____ 12 copies (24 X 36) and 1 copy (11 x 17) of the tree survey

The 12 corrected copies must be submitted no less than nine working days prior to the Planning & Zoning Commission meeting.

- _____ *Digital presentation materials (i.e., power point) for P&Z and City Council meetings.

****The City of DeSoto requires that all digital presentation materials (i.e., power point), for the P&Z and City Council meetings, be provided to staff one (1) week prior to the actual meeting date and all presentations should not exceed ten (10) minutes in length.***