

October 15, 1998

MEMORANDUM

BULLETIN #G14-98

TO: All House Moving Permit Applicants

FROM: Thomas H. Goldsbury, P. E., Chief
Building and Zoning Inspection Division

SUBJECT: Procedures for Landscape review of house moving permits when they involve trimming or removal of trees in the right-of-way.

1. Applicant must provide plan showing:
 - A. Elevation view of house and trailer with clearance dimensions needed for travel.
 - B. Proposed route showing location of any trees in the right-of-way, which must be trimmed or removed.
 - C. If tree removal is required, a tree mitigation plan must be provided.
 - D. If trees must be trimmed, a letter from a certified arborist must be provided stating he has been employed to conduct tree trimming in accordance with ANSI standards.
2. Once the applicable documentation has been provided, the landscape section will review the travel route and make a recommendation to the Chief as to whether the requested tree trimming and/or removal meets the requirements of Section 656.1206 of the Zoning Code.
3. The Chief will make the final determination.

THG/lw

Cc: Landscape Staff
Jim Schock

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