

**CITY OF ST. CHARLES, MISSOURI  
DEPARTMENT OF PUBLIC WORKS  
TREE PERMIT**

**Name and Address of  
Owner, Developer or Agent:**

**Name and Address of  
Party doing Work:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_

Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION:**

Contact #1  
Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
After Hours Phone: \_\_\_\_\_  
Pager: \_\_\_\_\_

Contact #2  
Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
After Hours Phone: \_\_\_\_\_  
Pager: \_\_\_\_\_

**Location and Description of Work (include species, size & specific planting locations):**

\_\_\_\_\_  
\_\_\_\_\_

By signing below, Permittee (Owner, Developer, Contractor or Agent) does hereby certify that the above information is correct and accurate. Permittee shall protect, indemnify, and hold harmless the City of St. Charles from any loss, damage, liability, and expense for all injuries, including death to persons or damage to property directly or indirectly arising or growing out of the performance of the work described above. Permittee shall hold the City of St. Charles harmless from and shall answer and defend any action instituted against the City of St. Charles for any loss, damage, or injury sustained by any person from the performance of the work described above. The Permittee also consents to allowing access and inspection of the work by City employees.

**Signature of Authorized Agent:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Title:** \_\_\_\_\_

All Traffic Control shall be in accordance with the Manual of Uniform Traffic Control Devices or as directed by the City Engineer. Through traffic shall be allowed during all construction activities unless lane closures are approved by the City Engineer. Maximum length of lane closures shall be 4 days.

Owner/Contractor is to notify the Public Works Dept. at (636) 949-3237 twenty four (24) hours prior to any work. All work must conform to the city's ordinances.

This permit must be on the job site at all times and will expire in **30 days** unless noted otherwise.

See Code Chapter 225 of the City of St. Charles Code of Ordinances for allowable species and locations.

**Section Below is for City Use Only:**

Permit Fee: **\$0**  
[Code Section 225.040]

Bond Amount: \_\_\_\_\_  
[Code Section 225.030.A]

Application ( Approved / Denied ) by: \_\_\_\_\_ Date: \_\_\_\_\_  
Public Works Dept.

Permit Expires: \_\_\_\_\_

Special Conditions:  
\_\_\_\_\_  
\_\_\_\_\_