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# General Information

Tree Canopy Conservation Ordinance

**Design, Environment  
& Construction**

2635 Talley St. Decatur, Georgia 30030

Phone: 404-370-4104

Fax: 404-370-5054



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## WHERE CAN I READ THE ORDINANCE?

The Tree Canopy Conservation Ordinance takes effect on July 7, 2014. The ordinance can be found at <http://decaturga.com/home/showdocument?id=5151>. A Protected Tree is defined as any tree that is 6 inches in diameter at breast height or greater that is healthy and structurally sound; any tree that has been conserved or planted to meet tree ordinance requirements regardless of size; and any tree growing on any public property. As stated in the Ordinance, protected trees that are part of an approved tree conservation plan are NOT eligible for removal.

## WHO CAN I CALL?

India Woodson is the Landscape Infrastructure Coordinator / City Arborist and she is located at the [Design & Environment & Construction Division of Public Works](#). Call her at 678.553.6527 for questions or to make an appointment. She can also be reached via email at [Kay.Evanovich@decaturga.com](mailto:Kay.Evanovich@decaturga.com).

## WHERE DO I GO FOR INFORMATION?

The Ordinance will be administered through the Design & Environment & Construction Division of Public Works and can be found on the City of Decatur website. The office is located in the Leveritt Public Works Building, 2635 Talley Street, First Floor. Office hours are Monday through Friday, 9AM-4PM. (Note: This is a different location than City Hall).

## WHERE CAN I GET APPLICATION FORMS?

Forms and informational materials can also be found at <http://decaturga.com/city-government/city-departments/design-environment-and-construction/applications-forms-and-fees> or at City of Decatur, Leveritt Public Works Building, 2635 Talley Street, Design & Environment & Construction Division, Monday through Friday, 9AM-4PM.

## WHAT IF I WANT OR NEED TO REMOVE A TREE FROM MY RESIDENTIAL PROPERTY?

In most cases, residents can use a **TREE INFORMATION PERMIT** at no cost. It can be submitted online 24 hours a day, 7 days a week at <https://www.cognitofirms.com/CityOfDecatur2/TreeInformationPermit>. They can also submit a hard copy application at the Public Works Building at the address above. A tree information permit shall be filed with the City to track the reasons for the tree removal, the amount of tree canopy removed and a plan for replanting, if applicable. No recompense or replanting is required if only 3 trees are removed within an 18 month period.

A **Tree Information Permit** is required for residential property when:

- Property owners in R60, R85 & HDSF zoning districts would like to remove dead, diseased, or hazardous trees and/ or
- Property owners in R60, R85 & HDSF zoning districts would like to remove up to three healthy protected trees within an 18 month period.

## WHAT IF I WANT OR NEED TO REMOVE A TREE FROM MY COMMERCIAL PROPERTY?

A **Tree Removal Permit** can be submitted in person only, with a hard copy application and a \$50 fee, at the City of Decatur, Leveritt Public Works Building, 2635 Talley Street, Design & Environment & Construction Division, Monday through Friday, 9AM-4PM.