

## **KENNESAW TREE CUTTING PERMIT**

### **Procedures for applying for permit:**

- The application must be completed and submitted to the City of Kennesaw Public Works Department.
- Applications may be submitted in person or by:
  - Mail - Public Works 3080 Moon Station Road,  
Kennesaw, GA 30144
  - Fax - 770-429-4552
  - Email - [publicworks@kennesaw-ga.gov](mailto:publicworks@kennesaw-ga.gov).
- Applicant will be notified of approval.
- Once approved, the permit will be available for pick up at the Public Works Office at 3080 Moon Station Road, Kennesaw, GA 30144.
- A payment of \$25.00 is required for the permit.
- Homes located in the historic district of Kennesaw must have HPC approval for tree removal and pay an additional fee of \$50.
- Payments for the permit will be **CREDIT / DEBIT CARD ONLY**.

DO NOT proceed with cutting the tree/brush until the permit is issued.

PROPERTY OWNER IS RESPONSIBLE FOR ALL CLEAN UP AND DEBRIS REMOVAL

**Permit must be used within six months of issuance**

**KENNESAW TREE CUTTING PERMIT**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Reason for cutting: \_\_\_\_\_

Tree Type: Hardwood  Evergreen  Quantity: \_\_\_\_\_ Size: \_\_\_\_\_

Location of trees on property: Front  Back  Side

Are the trees being removed near a stream? Yes  No  Not Sure

H.O.A Approval Required? Yes  No  Not Sure

Is this property located in the Historic District? Yes  No  Not Sure   
(If yes, applicant must complete page two of this permit request.)

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

For City use only

Received By: \_\_\_\_\_

Date: \_\_\_\_\_

Inspector Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Approved

Denied

Date: \_\_\_\_\_

**Permit must be used within six months of issuance**

**CITY OF KENNESAW**

**HISTORICAL DISTRICT TREE CUTTING PERMIT**

Tree removal for properties located within the Historic District requires HPC approval and a \$50 application fee for a Certificate of Appropriateness.

Certified Arborist Inspection Required: Yes  No

Approved  Denied  Reason: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_  
Darryl Simmons, Planning & Zoning Administrator

\_\_\_\_\_  
Date: \_\_\_\_\_  
Historic Preservation Commission Signature

