



Options for Removing a Dead or Diseased Tree

The City's Tree Program helps ensure our urban forest is protected and the community continues to benefit from the beauty and benefits of trees. Once a dead or diseased tree has been identified on your property, it will be marked with a red number and you will receive a Compliance Notice from the City. Please respond promptly or call if you have questions. You must select one of the following options to facilitate removal of the tree.

You May Choose To Be Responsible For Removal Of The Tree(s)

1. YOU are responsible for all work and costs for removal and disposal of trees, stumps, brush, and debris. Wood may not be kept or stored on the premises unless it has all been debarked. If you keep wood as firewood, it must be cut and stacked properly. You must fill in the hole with black dirt and seed or sod the area where the tree was removed.
2. If you select a tree service contractor, the City requires all contractors to be registered. A list of currently registered contractors is available on the city website www.cityofbrooklyncenter.org.
3. The City provides residents a convenient drop-off site for small brush and tree limbs 10 inches or less in diameter. The site is located at 14796 101st Avenue North in Maple Grove. For directions, call the info line at 763-420-4886. Branches exceeding 10 inches in diameter may be disposed of at the NRG Processing Solutions site at 630 Malcolm Avenue SE in Minneapolis. Please call 612-331-4610 for details.
4. Notify the City at 763-569-3330 when removal is complete. Note your address and the tree number.

You May Choose To Authorize The City's Contractor To Remove The Tree(s) And Be Invoiced

1. You must sign a contract provided by the City which authorizes the City's tree contractor to remove tree(s)/stump(s). The contractor is then responsible for all removal and disposal of trees, stumps, brush, and debris.
2. The contractor will fill the hole with black dirt. *It may take more than one day to complete all this work.* If the contractor cannot remove the stump within 24 hours, the contractor must remove all bark from the stump. The property owner is responsible for seeding or sodding the area where the tree was removed.
3. If you wish to be notified before your tree is removed, please indicate so on the contract you return.
4. You must arrange to have planters, timbers, landscape rock, etc. removed before the tree removal work

begins. Any items remaining may be damaged during the tree and stump removal process and all associated costs is the responsibility of the property owner.

5. Once the tree is removed by the City, you are responsible for all costs. Please contact the City immediately if you have questions about the tree removal process.
6. You will be invoiced for the cost of tree removal after the work is completed and inspected. Please do NOT pay before you are invoiced. You will receive an invoice whether you have agreed to pay the City right away for the removal costs or have agreed to have the costs specially assessed.
7. You will receive an invoice for the amount shown on your contract AFTER all the work has been completed and inspected. A pending assessment is recorded against your property. If payment is received, the pending assessment will be removed. If payment is not received, the cost plus additional fees, will be added to the special assessment certification list.
8. If you believe your property has been damaged by the contractor, please call 763-569-3330, and explain the problem. The Tree Inspector will investigate and will consult with the City Engineer.

Special Assessment Process

1. You must sign a contract provided by the City which authorizes the City's tree contractor to remove tree(s)/stump(s). The City's tree inspector will confirm that the tree(s) have been removed and disposed of properly.
2. If you choose to pay the costs by a special assessment to your property taxes, a pending assessment is recorded against your property. You will be charged a \$30 special assessment fee and a \$30 capitalized interest charge (per tree). You will still receive an invoice for the amount shown on your contract AFTER all the work has been completed and inspected. If payment is received, the pending assessment will be removed. If payment is not received, the cost plus additional fees will be added to the special assessment certification list.
3. The charges will be levied in installments over five years. The cost will be certified in March of next year for payment beginning the following year. All property owners with trees removed under this option are entitled to an assessment hearing as stated in Ch. 429.061, Minnesota Statutes. You will be notified of this hearing in the spring prior to certification.

For more information, please visit the City's website at www.cityofbrooklyncenter.org including...

- *Diseased and Dead Tree Regulations*- City Handout
- *Tips for Hiring a Tree Contractor*- City Handout
- MNTrees.org by the Minnesota Department of Natural Resources