



CITY OF WILLARD

P. O. BOX 367 • WILLARD, OH 44890-0367
PHONE 419-935-6555 • FAX 419-933-4545
WWW.WILLARDOHIO.GOV

ARBORIST INFORMATION SHEET

City of Willard Arborist Licenses expire December 31 each year. The annual license fee is \$25.00. Please return the attached renewal application with your fee and a valid current license will be issued in your name. **If would like a hard copy of this license returned to you, please provide a self-addressed stamped envelope.** Please be aware that this notice is being mailed to current and former registered Arborists in the City of Willard. We will be spot-checking work sites to ensure that the Arborist performing work within the City is appropriately licensed.

Permits are issued at City Hall, and there is **NO FEE** charged for these permits. These work permits are required before working in public rights of way or tree lawns. No permit is normally required to work on private property. You only need be currently licensed as an Arborist.

I have included sections of the City of Willard Tree Commission Ordinance outlining requirements for permits, restrictions and guidelines for the topping, pruning and removal of trees, and annual licensing and insurance requirements. I hope this information will be useful in answering any questions you may have.

Also, please include a copy of your Workers Compensation Certificate (if applicable) and Insurance. Any questions or concerns, please give me a call.

Respectfully,

Ryan Gillmor
Code Enforcement Officer

CITY OF WILLARD ORDINANCE NO. 4118

Section 8. Permits Required.

No person shall remove, prune, or otherwise disturb any tree on any street, park or other public place without first filing an application and procuring a permit from the City. The person receiving the permit shall abide by the standards set forth in this ordinance.

No person shall plant any tree on any street, park, or other public place without first filing an application and procuring a permit from the City. The person receiving the permit shall abide by the standards set forth in this ordinance.

Section 14. Tree Topping

It shall be unlawful as a normal practice for any person, firm or city department to top any Street Tree, Park Tree, or other tree on public property. Topping is defined as the severe cutting back of to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this ordinance at the determination of the Commission.

Section 15. Pruning, Corner Clearance

Every owner of any tree overhanging any street or right of way within the City shall prune the branches so that such branches shall not obscure the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of eight feet above the surface of the street or sidewalk. Said owners shall remove all dead, diseased, or dangerous trees, or broken or decayed limbs, which constitute a menace to the safety of the public. The City shall have the right to prune any tree or shrub on private property when it interferes with the visibility of any traffic control device or sign.

Section 19. Removal or Mutilation of Trees

It shall be a violation of this ordinance to remove, destroy, or mutilate any tree, shrub, or other plant in a public tree lawn or any other public place, or to attach or place any rope or wire (other than one use to support a young or broken tree), sign, poster, handbill, or other thing to or on any tree growing in a public place, or to allow any gaseous, liquid, or solid substance which is harmful to such trees to come in contact with their roots or leaves, except as permitted by the City Manager with the approval of the Tree Commission.

Section 20. Arborists Annual License and Bond

It shall be unlawful for any person or firm to engage in the business or occupation of pruning, treating, or removing trees and/or stumps within the City without first applying for and procuring an arborist license. The license fee shall be \$25.00 annually, in advance, provided, however, that no license shall be required of any public service endeavors. Before any license shall be issued, each applicant shall first file evidence of possession of Workmen's Compensation and of liability insurance in the minimum amounts of \$100,000.00 for bodily injury and \$100,000.00 property damage, indemnifying the City of any person injured or damaged resulting from the pursuit of such endeavors as herein described.

Section 22. Penalty

Any person violating any provision of this ordinance shall be upon conviction or a plea of guilty, subject to a fine not to exceed \$100.00. In addition, the person shall replace the tree with a size and species recommended by the commission. Each tree affected by noncompliance with this ordinance shall constitute a separate violation.

CITY OF WILLARD

CODE ENFORCEMENT

631 S. MYRTLE AVE, PO BOX 367
WILLARD, OH 44890
PH: 419 935-6555 FX: 419 935-4545
EM: CODE@WILLARDOHIO.GOV
WWW.WILLARDOHIO.GOV

City Use Only:

Date: _____

Fee: _____



ARBORIST LICENSE REGISTRATION or RENEWAL

COMPANY INFORMATION:

COMPANY NAME:

OWNER'S NAME:

ADDRESS:

CITY, STATE & ZIP:

PHONE:

CELL:

EMAIL:

FEE AND DOCUMENTS TO INCLUDE

ANNUAL FEE IS \$25.00

INCLUDE A COPY OF YOUR INSURANCE

INCLUDE A COPY OF YOUR WORKERS COMPENSATION IF APPLICABLE

I hereby certify that I have read and examined this application and know the information to be true and correct. This company will comply with all provisions of the City of Willard's Ordinances, in particular section 963.

SIGNATURE OF OWNER OR AUTHORIZED REPRESENTATIVE

DATE