



# City of Coeur d'Alene

## Street Tree Maintenance Cost Share Program

Parks & Recreation Department, Urban Forestry 208-769-2266 email:ngoodwin@cdaid.org  
710 E Mullan Ave, Coeur d'Alene, ID 83814 Fax: 208-769-2383

### TO BE ELIGIBLE FOR REIMBURSEMENT, THE ASSISTANCE PROGRAM APPLICATION MUST BE APPROVED BEFORE WORK BEGINS

Street trees provide many environmental, economic and social benefits to our community. Accomplishing tree maintenance tasks is necessary to having healthy, structurally sound, and well-maintained trees. The City has set up this assistance program to help with the care and maintenance of the public trees. A permit is required to prune, remove or plant trees in the public right-of-ways.

#### REQUIREMENTS:

In order to be eligible for reimbursement, all of the following conditions must be met:

- The property must be single-family residential and within the city limits of Coeur d'Alene
- Only trees located in the public city right-of-ways will be eligible for reimbursement (right-of-ways widths may vary)
- A current city-licensed tree service must do all of the work. The City will reimburse property owner after Final inspection and acceptance.
- Trees can only be removed with prior City approval, and the replacement tree(s) must be provided by the abutting property owner. Not all removal requests are approved.

Reimbursement is made on a first-come, first-serve basis from available funds. If funds are not available, a waiting list will be set up until additional funds become available. **The City will reimburse 50%, up to \$200, per tree for pruning, and 50%, up to \$600, for tree removal. A maximum reimbursement of \$600 is available per parcel within a 36-month time period.**

Property Owner Information (please print):

Address of Property: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

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

Number of Trees to be Pruned/Removed: \_\_\_\_\_ Species: \_\_\_\_\_

Location: \_\_\_\_\_

Type of work: \_\_\_\_\_ (Crown Clean, Crown Raise, Crown Thin, Crown Restore, Structural, Remove).

Detailed description (with map): \_\_\_\_\_

Must include estimate from city-licensed tree service (broken down price per tree) with this application.

Total Cost-Share Reimbursement Requested: \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

If you have any questions, or need help filling out this form, please contact us at 208-769-2266

Request # \_\_\_\_\_ File # \_\_\_\_\_

**FOR URBAN FORESTRY OFFICE USE ONLY**

**CITY OF COEUR D'ALENE  
STREET TREE MAINTENANCE COST SHARE PROGRAM  
STEPS – CHECK LIST**

Received by City: \_\_\_\_\_

Copy of Estimate Received (price per tree): \_\_\_\_\_

Tree Service License Confirmed: \_\_\_\_\_

Inspection: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Work Approved: \_\_\_\_\_

Notified Abutting Property Owner: \_\_\_\_\_

Copy of Paid Invoice Received: \_\_\_\_\_

Final Inspection & Acceptance: \_\_\_\_\_

Refund Amount: \_\_\_\_\_

Refund Check Requested: \_\_\_\_\_

Notes:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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