

<p style="text-align: center;">NOTIFICATION TO ADJACENT PROPERTY OWNERS REGARDING TREE PROTECTION DURING CONSTRUCTION</p>
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A copy of this notice is to be given to all adjacent property owners as required below.

Address of Subject Property _____

Name of Property Owner _____

Phone No. of Property Owner _____

Name of Contact Person _____

Phone No. of Contact Person _____

PLEASE BE ADVISED that a building permit application has been submitted to the Village of Wilmette for the above-referenced property. Pursuant to Section 8-445 of the Wilmette Village Code, no building permit subject to the notification requirements can be issued by the Village until 5 business days after receipt of notice by any and all adjacent property owners.

Notice is being provided to you as an adjacent property owner whose property contains one or more trees within 15' of the property lot line. This notice is intended to give you the opportunity prior to the initiation of construction to discuss what impact, if any, there may be to the tree(s) on your property. You may contact the person(s) listed above in this regard.

Should you have additional questions regarding the requirements feel free to contact the Village Forester/Tree Preservation Officer at (847) 853-7622 between the hours of 7:30 a.m. and 4:00 p.m. Monday through Friday.

Village of Wilmette
Notice of Construction/Tree Protection
Affidavit of Compliance

INSTRUCTIONS:

1. Identify all adjacent properties that contain a tree within 15 feet of the property line.
2. For all properties identified in #1 above, serve written notice, in the form provided by the Village, upon all persons to whom the current real estate tax bills are sent, as shown on the record of the local real estate tax collector, and all parties residing on or in possession of any portion of the property. Notice may be served by first class mail or by hand delivery.
3. Complete this Affidavit with the information requested below and submit to the Village.

ADDRESS OF SUBJECT PROPERTY: _____

I, _____, state upon oath that I have complied with the applicable

(Print Name of Person Completing Affidavit)

notice requirements of Section 8-445 of the Wilmette Village Code in that (*check A or B*):

- ☐ A. There are no adjacent properties that contain a tree within 15 feet of the property line.
- ☐ B. Written notice has been served and received by all adjacent property owners who have a tree within 15 feet of the property line as identified below.

Address of Adjacent Property	Name of Property Owner(s)	Hand Delivery	First Class Mail	Date Received

Subscribed and sworn before me
this ____ day of _____, 20____.

NOTARY PUBLIC

(SEAL)

I hereby certify that the statements in this Affidavit are true and correct. I understand that any false or inaccurate information contained in or in connection with this Affidavit may result in prosecution under Section 24-196 of the Wilmette Village Code, in addition to any other civil or criminal penalties provided by law, including but not limited to revocation of this permit.

(Signature of Person completing Affidavit)

Date: _____