

City of Wayzata

600 Rice Street

Wayzata, MN 55391-1734

To Tree Removal and Treatment License Applicant:

Enclosed please find an application for a Tree Removal and Treatment License. Pursuant to City Code, the following materials must be completed and returned:

- The enclosed Tennessee Warning form.
- An "Application for Tree Removal and Treatment License" form.
- A state required "Minnesota Business Tax Identification Law" form combined with "Workers' Compensation Insurance Coverage Law" form.
- A "Tree Removal and Treatment Bond" form.
- A "*Tree Removal and Treatment License Chemical Substances*" form.
- A certificate of insurance showing Public Liability Insurance carried with minimum limits of:
Bodily injury - \$100,000 each person, \$300,000 each accident
Property Damage - \$50,000 each accident, \$50,000 aggregate
- Application fee with check made payable to the "City of Wayzata."

Sincerely,

City of Wayzata

Enclosures

**DATA PRACTICES ADVISORY
TENNESSEN WARNING – PERMITS AND LICENSES**

You are being asked to answer questions and provide information pursuant to the license and application process that is required by Minnesota state law and/or the Wayzata City Code. The purpose and intended use of the requested data is to verify that applicants meet the requirements of the state statutes and city code provisions and, if the license or permit is approved, to verify that all required data remains current.

Some of the information you provide on this application is considered private data under the Minnesota Government Data Practices Act (the "Act"). This information will be used by the City and its agents involved in the review of this application. You are not required by state law or City Code to answer questions or provide the information requested. However, a refusal to answer questions or provide the information requested will prevent the City from processing the permit or license for which you are applying.

The following data collected, created, or maintained is classified under the Act as public data once a license has been approved (Minn. Stat. § 13.41, subd. 5):

1. Data submitted by applicants (including name, email, telephone numbers, and addresses).
2. Orders for hearing, findings of fact, conclusions of law, and specification of any final disciplinary action.
3. Entire record concerning any disciplinary proceeding.
4. License numbers and status.

The following data collected, created, or maintained is classified under the Act as private and/or confidential data (Minn. Stat. § 13.41, subd. 2; Minn. Stat. § 13.37, subd. 1):

1. Active investigative data relating to complaints against any license.
2. The identity of complainants who have made reports concerning licenses or applicants which appear in inactive complaint data unless the complainant consents to disclosure.
3. The information related to unsubstantiated complaints when it is not maintained in anticipation of legal action.
4. Inactive investigative data relating to violations of statutes or rules.
5. Record of disciplinary proceedings, except as limited by the provisions above.
6. Trade secrets, as defined under Minnesota law.
7. Sensitive security and safety information.

The City of Wayzata may make any private or confidential data accessible to an appropriate person or agency if the City determines that failure to make the data accessible is likely to create a clear and present danger to public health or safety.

Certification: I have read and certify the information in this application is true and correct. I further understand that the giving of false information in this form and/or the failure to give requested information may be cause for immediate revocation of any and all licenses and/or permits issued hereunder. I understand the above information regarding my rights as a subject of government data and applicant for a license or permit from the City of Wayzata.

Note: Proper signature is required. If a corporation owns this establishment, an officer of the corporation must sign below; if a partnership, the managing partner; if an individual, the owner.

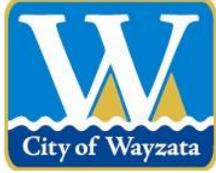
Signature

Date

Print Name

Print Title

Establishment Name (DBA) or Trade Name



City of Wayzata
600 Rice Street
Wayzata, MN 55391-1734
Licensing: 952-404-5300

Date Pd: _____

Amount Pd: _____

Receipt # _____

Fee: \$68.00

2017 APPLICATION FOR TREE REMOVAL AND TREATMENT LICENSE

The undersigned hereby makes an application for a Tree Removal and Treatment License in the City of Wayzata for a period ending December 31, as required by City Ordinance:

Business Name: _____

Address: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____

Name of Owner: _____

Owner's Address: _____

Names of Supervisory Employees:

Certificate No. of Pesticide Applicator's License:

Vehicles and types of equipment proposed to be used:

Type

License No. of Vehicle

For the purpose of obtaining such License I hereby represent that all statements required by Ordinance to be made are true:

Signature

Date Signed

Application must be signed with applicants' correct name; if a corporation, that fact is to be shown and the officer signing is to show his office. If a partnership, all partners' names must appear and at least one partner sign.

Return with this application with the appropriate fee, a "Certification of Compliance-Minnesota Workers' Compensation Law" form, a state-required "MN Business Tax Identification Law" form combined with "Workers' Compensation Insurance Coverage Law" form, your Bond (on City of Wayzata form) and a Certificate of Insurance showing Public Liability Insurance carried with the following minimum limits: Bodily injury - \$100,000 each person, \$300,000 each accident, Property Damage - \$50,000 each accident, \$50,000 aggregate.

▶ MINNESOTA BUSINESS TAX IDENTIFICATION LAW

Pursuant to Minnesota Statute 270C.72 (Tax clearance; issuance of licenses), Subd.4. **All licensing authorities must require the applicant to provide the applicant's Social Security number and Minnesota business identification number on all license applications (include Federal Tax number).**

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance or renewal of your license in the event you owe Minnesota sales, employer's withholding, or motor vehicle excise taxes.
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement, the Department of Revenue may supply this information to the Internal Revenue Service.
3. Failure to supply this information may jeopardize or delay the processing of your license issuance or renewal application.

Applicant's name (LAST, first, middle initial)				*Social Security Number	
Home address		City	State	Zip code	Phone number
Business name			Type of license applied for:		
Business address		City	State	Zip code	Phone number
Minnesota Tax Identification Number (or explain why you don't have one)				Federal Tax Identification Number	

*If company stock is publicly exchanged, you may omit submitting this Social Security information.

▶ WORKERS' COMPENSATION INSURANCE COVERAGE LAW

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in its company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Section 176.181, Subd. 2.

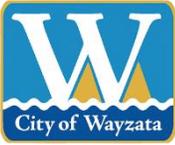
This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

Worker's Compensation Insurance Company Name (not agent's name):	Policy Number:	Dates of coverage: From To
OR, I certify that I am not required to carry worker's compensation insurance because (check one):		
<input type="checkbox"/> I am the sole proprietor and have no employees <input type="checkbox"/> I am self insured (For this category, you must include a copy of the permit to self-insure.) <input type="checkbox"/> I have no employees who are covered by workers compensation law. (Only employees who are specifically exempted by statute are not covered by the workers compensation law. These include: spouse, parents, children – regardless of age, and farm labor employees of a family farm that spent less than \$8,000 for farm labor in the previous calendar year. All other workers whose work is controllable by the employer must be covered.)		

▶ I certify that all information provided above is accurate and complete. I also certify that a valid workers' compensation policy will be kept in effect at all times, as required by law.

Signature: _____ Date: _____

INSERT BOND FORM HERE



City of Wayzata
600 Rice Street
Wayzata, MN 55391-1734

**TREE REMOVAL AND TREATMENT LICENSE
CHEMICAL SUBSTANCES FORM**

Dear Tree Removal and Treatment License Applicant;

Pursuant to City Code, if you propose to use chemical substances in any activity related to treatment or disease control of trees you must file with the City evidence that the licensee or the employee of the licensee administering such treatment has been certified by the Agronomy Division of the Minnesota Department of Agriculture as a "commercial pesticide applicator". Certification must include the knowledge of tree disease chemical treatment.

In order to issue your license we need to know whether your company intends to use chemical substances in any activity related to the treatment or disease control of trees. Please check the appropriate box below and return this form and any required documentation to us.

Thank you for your prompt attention to this request.

Sincerely,

City of Wayzata

_____ I do **not** intend to use chemical substances in any activity related to the treatment or disease control of trees.

_____ I **do** intend to use chemical substances in any activity related to the treatment or disease control of trees and I am enclosing a copy of the appropriate certification from the Agronomy Division of the Minnesota Department of Agriculture as a "commercial pesticide applicator" which also includes the knowledge of tree disease chemical treatment.

Company Name

Printed name of company owner

Signature of company owner

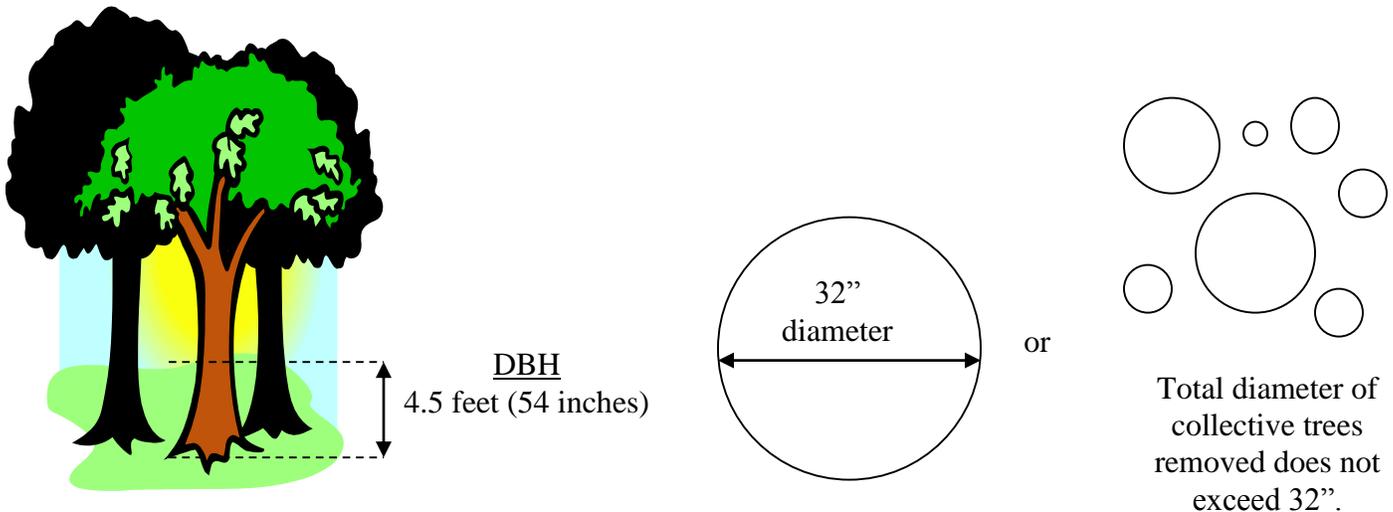
Date

An Overview of the City of Wayzata Tree Ordinance

The Wayzata City Council has determined that the preservation of trees growing on public and private property is necessary to maintain the general welfare of the public. Therefore, the Municipal Tree Ordinance was adopted to regulate the planting, maintenance, and removal of trees within the City of Wayzata.

Tree Removal Permit

All property within the City of Wayzata is located within a tree preservation zone. Within the tree preservation zone, it is unlawful for any person(s) to remove any live, healthy tree or trees totaling more than thirty-two (32) inches in diameter at breast height (DBH) per acre (43,560 sq. ft.) in any twelve (12) month period without having first obtained a valid Tree Protection/Removal Permit from the City of Wayzata. The removal rate of parcels which are less than one (1) acre or more than one (1) acre is mathematically proportionate, subject, however, to the maximum density of thirty-two (32) inches diameter (DBH) for each acre.



Exemptions

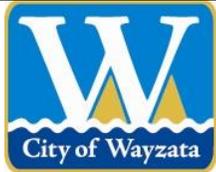
The removal of dead, diseased or hazardous trees does not require a tree removal permit. Tree removal companies, however, must have a license issued by the City.

How do I obtain a tree removal permit?

Any person desiring a permit shall first submit a fully completed "Tree Protection/Removal Permit Application." Permit forms may be obtained from the City's website www.wayzata.org or by calling Wayzata City Hall at 952-404-5301.

General Information

- Before cutting any trees in the City of Wayzata, it is best to contact the City Forester at 952-404-5366. There is no fee for the City Forester's consult.
- No person shall conduct as business, the cutting, trimming, pruning, removal, spraying or other treatment of trees within the City without first having been issued a Tree Removal and Treatment License. License application forms are available at Wayzata City Hall, 952-404-5301.
- It is unlawful for any person to permit any public nuisance, as defined in City Code, to remain on private property.



City of Wayzata
 600 Rice Street
 Wayzata, MN 55391-1734
 Licensing: 952-404-5303

2017 – LICENSE FEE SCHEDULE SUMMARY

TYPE OF LICENSE	LICENSE FEE
CAR WASH	\$73.00
CHRISTMAS TREE LOTS	\$63.00
GAS FITTER'S	\$63.00
GASOLINE FILLING STATION:	
Base Fee Per Station	\$73.00
Plus Per Pumping Station	\$8.00
LODGING ESTABLISHMENTS:	
Base Fee	\$210.00
Plus Per Room	\$6.00
MASSAGE:	
Massage Establishment Plan Review	\$389.00
Massage Business	\$6,414.00
Massage Personal	\$1,303.00
Massage Establishment Investigation	\$1,303.00
Fee	\$84.00
Therapeutic Massage Business	\$58.00
Therapeutic Massage Personal	\$73.00
Therapeutic Massage Investigation Fee	
PEDDLERS, SOLICITORS AND TRANSIENT MERCHANT	\$173.00
PLAN REVIEWS (ALL EXCEPT MASSAGE):	
New Establishments	100% of license fee
Remodel	50% of license fee
PUBLIC SWIMMING POOLS:	
Indoor Pool	\$473.00
Outdoor Pool	\$378.00
Additional Pool	\$268.00
RE-INSPECTION FEES:	
Second Follow-up	25% of the license fee
3 or more follow-ups	50% of the license fee for each follow-up
SEASONAL OUTDOOR SIDEWALK CAFÉ LICENSE (AS PART OF CUP)	\$147.00
TOBACCO:	
Tobacco Products	\$126.00
Cigar Only Tobacco Product	\$68.00
TREE REMOVAL AND TREATMENT	\$68.00