CITY OF SAVAGE MINNESOTA

CITY HALL
6000 McColl Drive
Savage, MN 55378

952-882-2660
952-882-2656
comments@cityofsavage.com
cityofsavage.com

TREE CONTRACTOR REQUIREMENTS

All professional contractors hired to perform tree maintenance within the City of Savage must be registered and are required to have:

- **Liability Insurance**: No registration or renewal shall be granted or be effective until the applicant files with the City of Savage proof of a public liability insurance policy covering all operation pros of such applicant under this section for the sum of $100,000 against liability for bodily injuries to one person from the accident, $300,000 for the injury of two or more persons, and for at least $200,000 against liability for damage or destruction of property. Said policy shall provide that it may be cancelled by the insurer, except that thirty (30) days written notice to the City, and if such insurance is so cancelled and the license shall fail to replace the same with another policy conforming to the provisions of this section, said license shall be automatically suspended until such insurance shall have been replaced.

- **Workers Compensation Insurance**: Each license applicant shall file with the City a certificate of insurance or worker's compensation when such insurance is required by state statue.

- **Chemical Application Requirements**: Applicants who propose use of chemical substances in any activity related to treatment or disease control of trees and shrubs shall file with the City proof that the applicant or an employee of the applicant, administering such treatment is licensed with the MN Department of Agriculture as a Commercial Pesticide Applicator.

- **Fees**: The filing fee for registration is $75; renewable annually. Payment can be made by mailing a check or by paying online at https://bit.ly/3v6nU5e

TREE CONTRACTOR REGISTRATION

Engineering | City of Savage | 6000 McColl Drive, Savage, MN 55378
Office: 952-882-2671 | smeyer@savagemn.gov

The City of Savage requires all professional contractors to register with the City to perform tree maintenance services. **The registration fee is $75 and expires annually on December 31. Registration for the following year will not be accepted before December 1 of the previous year.**

SECTION 1: APPLICANT			
Company Name:		Address:	
City:	State:	Zip:	Phone:
Email:			

SECTION 2: BUSINESS INFORMATION	
Number of Employees:	Employee Names:
Number of Company Vehicles:	Type of Equipment & Description:
License Plate Numbers:	
Is there a Certified Arborist on Staff? ☐Yes ☐ No	Is there a Naturalist on Staff? ☐ Yes ☐ No
Is the business registered with MN Tree Care Registry? ☐Yes ☐No	
Applicant Printed Name:	
Applicant Signature:	Date:
This registration is not transferable and is subject to all applicable City Ordinances and rules, regulations, and provisions of law enacted by Municipal, State or Federal authority, and may be revoked upon violation of any of the above stipulations.	

SECTION 3: CITY USE ONLY		
Approved By:	Natural Resources Technician	
Registration Fee: $75	Date Paid:	Receipt Number:

PROOF OF WORKERS COMPENSATION INSURANCE

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PROOF OF WORKERS COMPENSATION INSURANCE Minnesota Statute, Section 176.182 (Subdivision 2) 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 Worker's Compensation Insurance coverage requirement. The information required is listed below and will be collected by the licensing agency and put in their file. It will be furnished upon request, to the Department of Labor and Industry to check for compliance with MN Statute 176.181, Subd. 2.

Insurance Company Name:
Policy Number of Self-Insurance Permit Number:
Dates of Coverage:

-Or-

If you are not required to have Worker's Compensation Liability Coverage, please state reason: ☐I have no employees covered by the law. ☐Other (specify)
I have read and understand my rights and obligations with regards to business licenses, permits and Worker's Compensation Coverage, and I certify that the information provided is true and correct.
Print Name

Signature	Date
Company Name	
Address	

City	State	Zip

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TREE CONTRACTOR OPERATIONS POLICY

As of January 1, 2005, all contractors providing tree-related services, public or private, shall be registered with the City of Savage.

1. **Hours of Operation**: Normal hours of operation are from 7 a.m. to 7 p.m. weekdays, and 9 a.m. to 7 p.m. on Saturday or holidays, and 9 a.m. to 5 p.m. on Sunday. In the event of a declared emergency, the normal hours of operation may be waived to allow for cleanup and removal of storm-damaged trees and associated debris.

2. **Operations on Public Lands / Right-of-Way / Public Streets**: Tree trimming, removal, and injections of any kind shall be prohibited on public lands unless written approval is granted by the City. Trees or woody vegetation on public lands declared to be a nuisance or hazard as defined by ordinance may be abated by a registered contractor with written permission from the City. Approval by the Engineering Department is required for any tree-related services that may temporarily disrupt traffic, pedestrian movement, or cause blockage of a roadway. Requirements include:

    - Right-of-Way Permit https://bit.ly/3GGf4xL
    - Traffic Control Plan
    - Protective Matting

3. **Transportation and Disposal of Diseased Wood:** Any tree determined to be infected with Dutch Elm Disease, Oak Wilt or Emerald Ash Borer shall be transported and disposed of according to City Ordinance 102.12. https://bit.ly/3uAjTpo

4. **Notification of Adjacent Property Owners:** Contractors that provide tree related services that may impact or disturb adjacent property owners shall notify the owners of proposed activities when reasonable.