TREE ORDINANCE REVIEW APPLICATION PROCESS

CITY OF AUSTIN
Development
SERVICES DEPARTMENT
CITY OF AUSTIN · FOUNDED 1839

1 Submit Application Online

AB+C
AUSTIN BUILD + CONNECT

DO YOU NEED A TREE PERMIT?

If you live within the City of Austin zoning jurisdiction a Tree Ordinance Review Application (TORA) is required to review and permit the proposed removal of regulated trees, proposed impacts within the critical root zone, and proposed pruning that exceeds 25% of tree canopy.

Visit **austintexas.gov/abc** to apply online, your one-stop online shop to submit, pay, monitor, and print Tree Ordinance Review Applications. Use the "Web Help" link to access our AB+C User Manual.

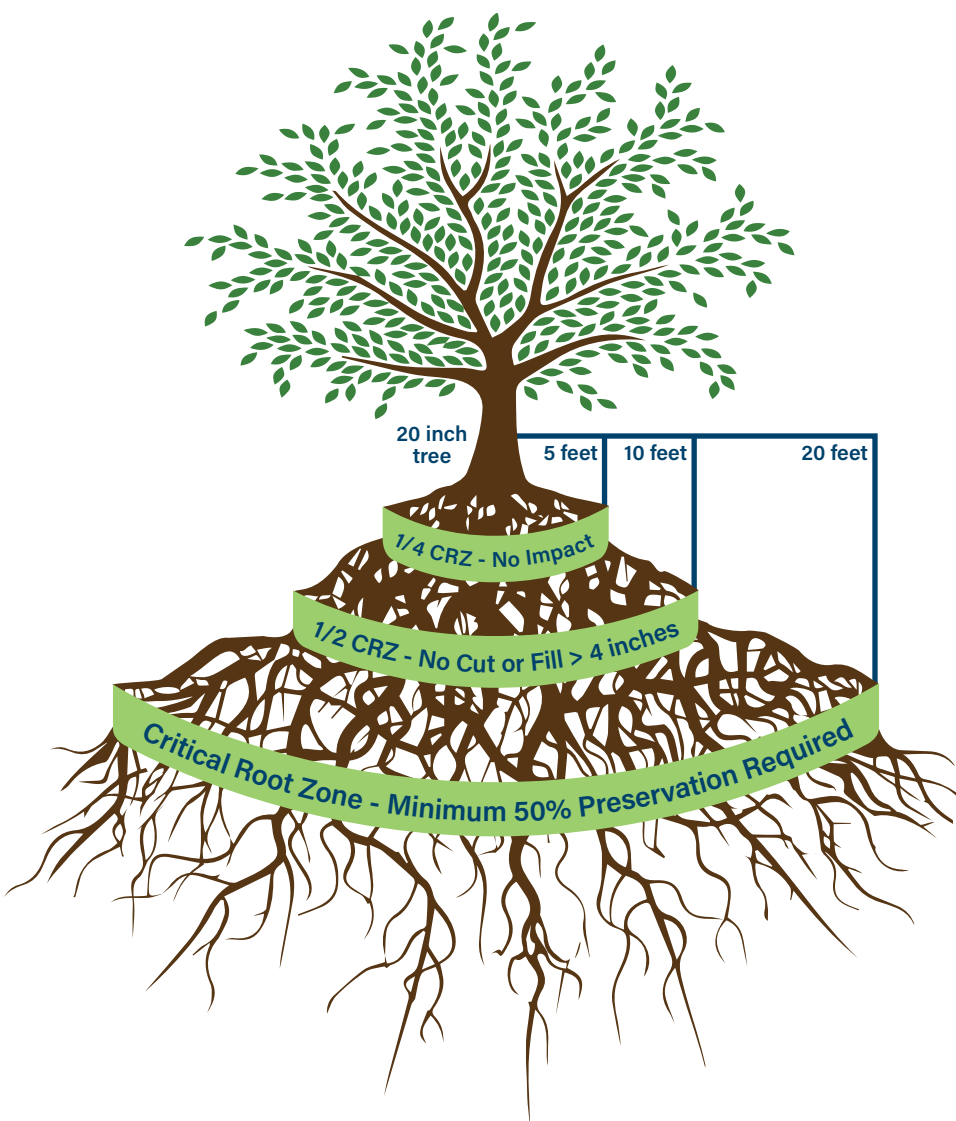## Application Review 2

COMPLETENESS CHECK

The online application process can be used for all Tree Ordinance Review Application submittals except for requests associated with residential construction. Those requests must be submitted through the Residential Plan Review process and a separate application is not required.

An auto-generated email will be sent notifying you if the application has been accepted or rejected. If corrections are required, feedback will be provided for resubmission.

3 Application Acceptance

Critical Root Zone (CRZ) Development Impact Zones

Example: 20 inch diameter tree

FEE REQUIREMENTS

After your application has been accepted, an auto-generated email will explain the review timeline, potential outcomes, and whether or not a fee is required.

If a fee is not required, your application will go directly into review status. If a fee is required, your application will remain pending until the payment is received. Once the payment has processed, your application will enter into review status.

20 inch tree | 5 feet | 10 feet | 20 feet

1/4 CRZ - No Impact

1/2 CRZ - No Cut or Fill > 4 inches

Critical Root Zone - Minimum 50% Preservation Required

4 Tree Ordinance Review

WHAT TO EXPECT

Your application is assigned to review staff and the name of the assigned reviewer is available online at **austintexas.gov/abc**.

An auto-generated email will be sent if the tree permit is approved with or without conditions. You will be contacted by your reviewer if the permit request is statutorily denied, which means we need more information or require plan corrections.

5 Active Tree Permit

PERMIT REQUIREMENTS

Your tree permit can be viewed or printed online from your AB+C account. No further action is needed if the application is approved. Permits approved with conditions require an inspection to ensure those conditions are met. All tree permits are valid for one year after the date issued and will expire automatically.

Final Inspection 6

COMPLETED TREE PERMIT PROCESS
Be sure to review your permit conditions. Once all conditions are met and construction is complete (if applicable), please request a final inspection through your AB+C account or using the inspection call system at 512-480-0623.

AustinTexas.gov/Trees