



Lakewood
Colorado

Parks Division
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TREE CONTRACTOR LICENSE INFORMATION

Starting January 2023 all new tree contractor's licenses must be completed online.

Any current tree contractor who does not renew by April 1, 2023, will be considered a new tree contractor and must apply online, test and pay all fees. Testing and testing fees will not be required if you provide a current license from Denver or Aurora.

Application for a Tree Contractor's License can be done online at www.lakewood.org/treecontractor.

No person shall engage in any tree or shrub maintenance or removal, within the City without a license.

The license will be issued in the name of an individual person under the name of a firm or corporation and is non-transferable.

There are two classes of tree contractor licenses.

- 1) **LARGE TREE LICENSE** – includes any work that will require workers to leave the ground through climbing or use of an aerial lift. Work may be done on any size tree, shrub, or evergreen.
- 1) **ORNAMENTAL LICENSE** – includes any work that can be done without leaving the ground. Work may be done on small trees, shrubs and evergreens, including trimming and removal.

Application procedures and requirements may vary depending on the kind of license requested.

INSURANCE REQUIREMENTS

Each applicant must furnish at the time of application and keep current Certificate(s) of Insurance listing the City of Lakewood as a Certificate Holder stating the following minimum requirements:

- 1) Commercial General Liability insurance of at least one million dollars (\$1,000,000) per occurrence for bodily injury and/or property damage.
- 2) Comprehensive automobile liability insurance, including statutory personal injury protection and uninsured motorist coverage, for all vehicles, whether owned, non-owned or hired, used in performance of the Licensee's business, of no less than a combined single limit of five hundred thousand dollars (\$500,000).
- 3) Shall furnish worker's compensation in compliance with Colorado Law. **Please Note:** A Worker's Compensation Waiver will be used in the event there are no employees.

It is the responsibility of the contractor to make sure insurance documents are kept up to date.

LICENSING AND TESTING REQUIREMENTS

If applicant submits a current license from Aurora or Denver, then testing is not required, you will need to provide a copy of the cooperating city's license. If applicant is not licensed in one of the cities mentioned above, then applicant must take a written test and field test. If the applicant is an ISA Certified Arborist, they will not have to take the written test but will need to take the field test which includes tree identification and a climbing test. If the applicant is an ISA Certified Tree Worker, they will need to take the written test but not the field test. If the applicant has both ISA certifications, they may be issued a license at the discretion of the Forestry Supervisor.

Applicant may make an appointment for this test through the Department of Community Resources with Luke Killoran at 720-963-5246. A grade of at least 70% will be considered passing. Once an applicant has successfully passed the written test, he/she must demonstrate their ability in competency pertaining to the license applied for in the field. If applicant fails any one part of the test, they are not allowed to advance and they must wait 30 days and pay the test fee again before being allowed to re-test. Applicants are allowed three failed tests before having to re-test the following year.

FEES REQUIRED

New contractors (all fees must be collected before testing and are non-refundable)

Initial Fee \$65
Written test - \$35
Climbing and tree ID test - \$85

Renewing contractors - \$25 annually. Failure to renew your license within 90 days of the expiration date will result in an expired license and you will have to re-apply, re-test and pay all new contractor fees. Testing and testing fees will not be required if you provide a current license from Denver or Aurora.

Please Note: The license shall be valid for the current calendar year and will expired on December 31st.

APPROVAL OF APPLICATION

After completion of the application, the application is reviewed by the Forestry Department for approval. This routing process takes approximately seven business days.

If you have any questions regarding a license for Tree Contractors, please call 720-963-5240.