**DATE:** ________________  
**LOCATION OF PROBLEM:** ____________________________________________________________  
**CONTACT NAME:** ___________________________  
**PHONE # / EMAIL:** ____________________________

### PAVEMENT PRESERVATION

1. [ ] Potholes  
2. [ ] Eroded Areas  
3. [ ] Standing Water  
4. [ ] Bump / Hump  
5. [ ] Utility Trenches  
6. [ ] Re-Patching Needed  
   - Uneven Pavement  
   - Sunken Area  
   - Rolled up Area  
   - Tree Roots

### URBAN FORESTRY

1. [ ] Low Hanging Limbs  
2. [ ] Stump Removal  
3. [ ] Tree Removal  
4. [ ] Tree Trimming  
5. [ ] Tree Raising Sidewalk  
6. [ ] Fallen Tree  
7. [ ] Other___________________________

### SIDEWALKS

1. [ ] Uplifted  
2. [ ] Broken  
3. [ ] Missing Sidewalk  
4. [ ] Re-Patching Needed  
5. [ ] Other___________________________

### RIGHT OF WAY VIOLATIONS

1. [ ] Illegal dumping on public streets and alleys  
2. [ ] Illegal street sales or vending activity  
3. [ ] Illegal sign posting  
4. [ ] Illegal obstructions on streets  
5. [ ] Ordinances governing building materials on streets  
6. [ ] Ordinances governing street closures / special events  
7. [ ] Trash can violation  
8. [ ] Repairing vehicles on streets prohibited  
9. [ ] Sidewalk canopy requirements  
10. [ ] Excessive fluid discharge on public streets  
11. [ ] Illegal curb painting  
12. [ ] Tampering with refuse collection (theft of recyclables)

### OTHER

1. [ ] Abandoned Barricades / Cones  
2. [ ] Other___________________________

---

SMD Forms: Neighborhood Council Request Form Checklist  
September 2011