



TREE REMOVAL PERMIT APPLICATION CHECKLIST

Required Permit Applications:

- City of Oakland Park Tree Removal & Relocation Permit Application (*filled out and notarized*)

Permit Review Stops:

- Landscaping

Minimum Plan Submittal:

- Tree Removal & Relocation Application should indicate the following:
- The location of tree to be removed – provide survey or provide detail
 - Tree specimen (*if known*)
 - Reason for the removal request
 - Diameter and size of the tree
 - Indicate whether the tree is on a developed or undeveloped property
 - Name of the tree removal or relocation contractor (*if possible*)

Other Requirements & Information:

- If homeowner's association covenants apply to your property, you are advised to obtain the homeowners association approval for your project prior to submitting to the building department
- Inspector will review and visit the property prior to determining whether to approve application
- Tree should not be removed or relocated without prior approval from Landscaping

*Please note that this checklist is not intended to be all-inclusive.
Due to changes in the codes, regulations, ordinances and job conditions, other requirements may apply.*



TREE REMOVAL & RELOCATION PERMIT APPLICATION

Trees not to be removed prior to inspection by Code Officer

(Tree Removal & Relocation Permit not required for removal of Brazilian Holly/Florida Holly, Poison Wood, Australian Pine, Melaleuca, Norfolk Island Pine, and Schefflera trees.)

Address of Tree Removal: _____

Property Use (Please Circle): Single Family Multi-Family Commercial Industrial

Property Owner's Name: _____ Phone: _____

Owner's Mailing Address: _____

Name of Tree Contractor: _____ Phone: _____

Contractor's Address: _____

Provide the approximate tree sizes utilizing trunk diameter at breast height (dbh) measured 4' above grade, species, and location of tree(s) to be removed or relocated on the lines below. A Site Plan identifying the location of tree(s) to be removed or relocated is required for multi-family, commercial, and industrial properties.

Reason for Tree Removal or Relocation:

**[\$31.00 Application Fee + \$15.00 per Tree under 18" dbh and/or \$50.00 per Tree over 18" dbh + 10% Training and Certification Fee]
After-the-Fact Tree Removal Fees are Doubled**

Application Accepted By: _____ Date: _____

Permit Fee: _____ Permit #: _____

Initial Inspection/Permit Approval By: _____ Date: _____

Conditions of Approval: _____

Canopy Replacement: _____

Tree Replacement Fee: _____ Receipt #: _____

Final Inspection: _____ Date: _____



TREE CANOPY REPLACEMENT

Developed Single Family & Duplex Properties:

Non-specimen Trees C No canopy replacement required other than the otherwise LDC required number of 10' X6' Florida Grade #1 or better shade trees, per square foot of property.

Number of FL Grade #1 10' X 6' shade trees required by LDC _____
Number of min. FL Grade #1 10' X 6' shade trees to remaining _____
Total Number of FL Grade #1 10' x 6' shade trees to be provided _____

Specimen Trees (18" diameter or greater at breast height, 4 1/2 ft.): Replacement value is determined by ISA Valuation worksheet. ISA appraisal value is to be replaced dollar for dollar by true value of qualifying trees planted on site (including planting costs) and/or dollar for dollar payment into the city's "Tree Preservation and Replacement Trust Fund" or a combination thereof.

Complete the above:

Appraisal Value of specimen tree(s) being removed \$ _____
Value of required trees (above) to be planted on site \$ _____
Value of other qualifying trees to be planted on site +\$ _____
Total Value of new trees -\$ _____

Tree Preservation and Replacement Trust Fund payment: \$ _____

Properties, vacant or developed, other than developed single family and duplex:

Non-specimen Trees (18" diameter or greater at breast height, 4 1/2 ft.): Canopy area to be verified by the city via field measurements, tree survey, aerial photos, etc. On vacant properties the actual canopy area is to be increased by 50% for the purpose of determining canopy replacement requirement. Otherwise, required trees must be replaced on site. The lost canopy area can be replaced by the following methods or a combination thereof:

Total Canopy Removed: _____ sq. ft.
New FL Grade #1 shade trees:
16' X 8' trees _____ X 525 sq. ft. canopy credit ea. = _____ sq. ft. canopy
14' X 7' trees _____ X 400 sq. ft. canopy credit ea. = _____ sq. ft. canopy
12' X 6' trees _____ X 300 sq. ft. canopy credit ea. = _____ sq. ft. canopy
10' X 6' trees _____ X 225 sq. ft. canopy credit ea. = _____ sq. ft. canopy
Total Canopy Credit: _____ sq. ft. - _____ sq. ft.
Balance of Canopy Due: _____ sq. ft.

Additional Tree Preservation and Replacement Trust Fund payment:

Canopy Balance Due _____ sq. ft. X \$1.00 per sq. ft. = \$ _____

Specimen Trees (18" diameter or greater at breast height, 4 1/2 ft.): (In addition to the above.)

Appraisal Value of specimen tree(s) being removed \$ _____
Value of required trees to be planted on site \$ _____
Value of other qualifying trees to be planted on site +\$ _____
Total Value of new trees -\$ _____

Tree Preservation and Replacement Trust Fund payment: \$ _____

SEE ALSO REQUIREMENTS OF BROWARD COUNTY TREE PRESERVATION ORDINANCE.