

CULTIVATED TREE REMOVAL PERMIT
LDC section 10.02.06 I
Chapter 4 E. 3 of the Administrative Code

Verification

Please obtain verification from County staff that the proposed work qualifies for a Cultivated Tree Removal Permit prior to paying the application fee. Application fees are **non-refundable**. Please ask County staff if you have any questions regarding the criteria for a Tree Removal Permit.

CRITERIA FOR A CULTIVATED TREE REMOVAL PERMIT

A Cultivated Tree Removal Permit applies to the following:

Generally

- The removal or relocation of any tree or palm that has been installed for landscaping on commercial, industrial developments and on common properties within residential developments which is not a part of a preserve.
- Moving a cultivated tree from one location to another.
- A **maximum of 10 trees per 5-year period** may be removed with a Cultivated Tree Removal Permit.
- If part of Homeowners Association (HOA) or a Master Association, consult with the association's representative before any tree removal, relocation or replanting occurs.
- In no instance shall a site fall below the current minimum landscape code standard.

Criteria for Approval

- A tree cannot be maintained by proper canopy pruning, root pruning or root barriers and has become a safety hazard to pedestrians, vehicular traffic utilities or to an existing structure.
- A tree is growing too close in proximity to another tree(s) to permit normal growth and development of the affected trees.
- Other public health and safety circumstances as determined by the County Landscape Architect.

Exemptions

- Removal of a prohibited exotic tree, unless the prohibited exotic tree is used to meet the minimum landscaping code requirements pursuant to a final local development order.
- Single-family home sites are exempt from obtaining a Cultivated Tree Removal Permit. However, the minimum code landscaping requirements established in LDC section 4.06.05 shall be maintained.

APPLICANT CONTACT INFORMATION

Name of Owner: _____
 Name of Applicant if different than owner: _____
 Address: _____ City: _____ State: _____ ZIP: _____
 Telephone: _____ Cell: _____ Fax: _____
 E-Mail Address: _____

Name of Agent: _____
 Firm: _____
 Address: _____ City: _____ State: _____ ZIP: _____
 Telephone: _____ Cell: _____ Fax: _____
 E-Mail Address: _____

PROPERTY INFORMATION & REQUEST DETAIL

Address and detailed description of property location: _____

 Number of trees to be removed: _____
 Types of trees to be used for replacement: _____

On a separate sheet attached to the application, please provide the following:

- Description of the reason for proposed tree(s) removal and a brief description of the tree(s) to be removed;
- A professional recommendation of an arborist, urban forester or landscape architect, if available; and
- Photographs of specific tree related problems or damage. Trees must also be clearly marked with ribbon or marking paint for the onsite review process.

Endangered Wildlife Habitat: Is any part of a tree(s) proposed for removal used by bald eagle or gopher tortoises for perching, nesting or burrowing?

Yes No If yes, please specify on an attached separate sheet.

Is this a single-family home?

Yes No

Is this a tree in a common area? (i.e.: pool area or perimeter buffer)

Yes No

Have you met with your Homeowner's Association?

Yes No N/A

Is the tree causing structural damage?

Yes No

Has a tree removal permit been approved in the last five years?

Yes No

If so, please provide the permit number and how many trees.

SUBMITTAL REQUIREMENT CHECKLIST

See Chapter 4 E.3 of the Administrative Code for submittal requirements. The following items are to be completed and submitted with the application packet: **Incomplete submittals will not be accepted.**

REQUIREMENTS FOR REVIEW:	# OF COPIES	REQUIRED	NOT REQUIRED
Completed Application (download current form from the County website)	1	<input type="checkbox"/>	<input type="checkbox"/>
Proof of Ownership/Warranty Deed	1	<input type="checkbox"/>	<input type="checkbox"/>
Completed Addressing Checklist signed off by the Addressing Department	1	<input type="checkbox"/>	<input type="checkbox"/>
HOA Approval Letter for removal of the tree(s) in question	1	<input type="checkbox"/>	<input type="checkbox"/>
Completed Owner/Agent Affidavits, if applicable	1	<input type="checkbox"/>	<input type="checkbox"/>
Photographs of specific tree related problems or damage. Trees must also be clearly marked with ribbon or marking paint for the onsite review process	1	<input type="checkbox"/>	<input type="checkbox"/>
Site Plan (or current aerial from the Property Appraiser's website) depicting the following: <ul style="list-style-type: none"> • Location and type of proposed trees to be removed; and • Location and type of proposed replacement or relocated trees, buildings, paved areas, structures and utilities. 	1	<input type="checkbox"/>	<input type="checkbox"/>

Note: This permit does not obviate the owner/agent from obtaining required permits of other County, State and Federal jurisdictional agencies; specifically, the Army Corps of Engineers.

FEES

- Landscape Tree Removal (**NON-REFUNDABLE FEE**): \$250.00

All checks payable to: Board of County Commissioners

The completed application, all required submittal materials and fees shall be submitted to:

Growth Management Department/Development Services
ATTN: Business Center-Client Services
2800 North Horseshoe Drive
Naples, FL 34104

Issuance of a development permit by a County does not in any way create any rights on the part of the applicant to obtain a permit from a State or Federal agency and does not create any liability on the part of the county for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a State or Federal agency or undertakes actions that result in a violation of State or Federal Law. This permit is conditioned on all other applicable State or Federal permits being obtained before commencement of the development.

I _____, affirm that I am the owner/agent of the property described in this application, that information provided is truthful, I understand and will comply with the conditions of this permit.

Signature of Owner/Agent

Printed Name/Title

Date