

Tree Removal Permit Application Package

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Miami-Dade County
Department of Environmental Resources Management
701 NW 1st Court, 7th floor, Miami, Florida 33136
Phone: (305) 372-6574 Fax: (305) 350-6203

Tenemos Disponibles Paquetes Para Solicitar el Permiso de Remoción de Árboles en Español. Para más información llame al (305) 372-6574

On the web at: www.miamidade.gov/derm

This booklet is provided as a public service by the Miami-Dade County Department of Environmental Resources Management (DERM). Miami-Dade County provides equal access and equal opportunity in employment and services and does not discriminate on the basis of handicap.

No Permits Required unless the Trees are in a Natural Forest Community (NFC) or a protected preserve such as EEL lands.

**Photos of the trees should be taken before the trees are removed. Keep the photos for your records.

**Trees can only be removed with the property owner's consent.

**Photos & information may be viewed at <http://www.miamidade.gov/derm/Plants/>

Prohibited Tree Species:

1. Australian Pine (Causuarina equisetifolia)
2. Banyan Fig (Ficus benghalensis)
3. Bishopwood (Bischofia javanica)
4. Brazilian jasmine (Jasminum fluminense)
5. Brazilian pepper (Schinus terbinthifolius)
6. Carrot wood (Cupaniopsis anacardioides)
7. Castor bean (Ricinus communis)
8. Catclaw mimosa (Mimosa pigra)
9. Day blooming jasmine (Cestrum diurnum)
10. Earleaf acacia (Acacia auriculiformis)
11. Gold coast jasmine (Jasminum dichotomum)
12. Governor's plum (Flacourtia indica)
13. Indian rosewood (Dalbergia sissoo)
14. Lather leaf (Colubrina asiatica)
15. Laurel fig (Ficus microcarpa)
16. Lead tree (Leucaena leucocephala)
17. Lofty fig (Ficus altissima)
18. Mahoe (Hibiscus tiliaceus)
19. Melaleuca (Melaleuca quinqenervia)
20. Queensland umbrella tree (Schefflera actinophylla)
21. Red sandalwood (Adenanthera pavonina)
22. Seaside mahoe (Thespesia populnea)
23. Shoebuttan ardisia (Ardisia elliptica)
24. Tropical soda apple (Solanum viarum)
25. Woman's tongue (Albizia lebeck)
26. Woodrose (Merremia tuberosa)

Additional Trees that are Exempt from Permitting:

27. Guavas (Psidium guajava) -Exempt from permitting
28. Norfolk Island Pine (Araucaria heterophylla) -Exempt from permitting
29. Poison Wood (Metopium toxiferum) - Exempt from permitting

Other Prohibited Plants (they are not trees):

1. Air Potato (Dioscorea bulbifera)
2. Burma Reed (Neyraudia reynaudiana)
3. Climbing Fern (Lygodium spp.)
4. Napier Grass (Pennisetum purpureum)

Common Types of Ficus Trees:

1. Ficus altissima – lofty fig, council fig, false banyan
 - prohibited
2. Ficus aurea – strangler fig
 - native
3. Ficus behghalensis – banyan tree
 - prohibited
4. Ficus benjamina – weeping fig
 - non-native; never specimen size
5. Ficus citrifolia – shortleaf fig
 - native
6. Ficus elastica – Indian rubber tree
 - non-native; never specimen size
7. Ficus lyrata – fiddleleaf fig
 - non-native; never specimen size
8. Ficus microcarpa, Ficus nitida, Ficus retusa -Cuban laurel
 - prohibited
9. Ficus religiosa – bo fig
 - non-native; never specimen size

****Non-native and native Ficus trees require a permit prior to removal or relocation.**

Special Permits and Requirements

Tree removal permit applications involving a building permit must include the following items:

1. A completed tree removal application form along with non-refundable application and initial inspection fees.
2. Two copies of a site plan. This site plan must show all proposed site improvements, including driveway, septic tank, pool, tennis court, utility lines, sewer lines, setbacks and any accessory buildings.
3. At the discretion of DERM, a tree survey may be required. Please see DERM *Tree Survey Guidelines and Specifications* for further information. Please be advised that DERM may require the property and area of proposed construction staked prior to inspection.
4. All permits require the full replacement of tree canopy. DERM approval of a tree replacement or landscaping plan may be required prior to the issuance of this tree removal permit. Please read the tree replacement requirement section for details.

Tree removal permit applications involving new road construction or any improvement in road right-of-ways must include the following items:

1. A completed tree removal application form along with non-refundable application and initial inspection fees.
2. Two copies of the paving and drainage plan with the locations of all trees to be affected. Please be advised that the center line and/or limits of construction must be staked prior to inspection and subsequent permit issuance.
3. All permits require the full replacement of tree canopy. DERM approval of a tree replacement plan or landscaping plan may be required prior to issuance of this tree removal permit.

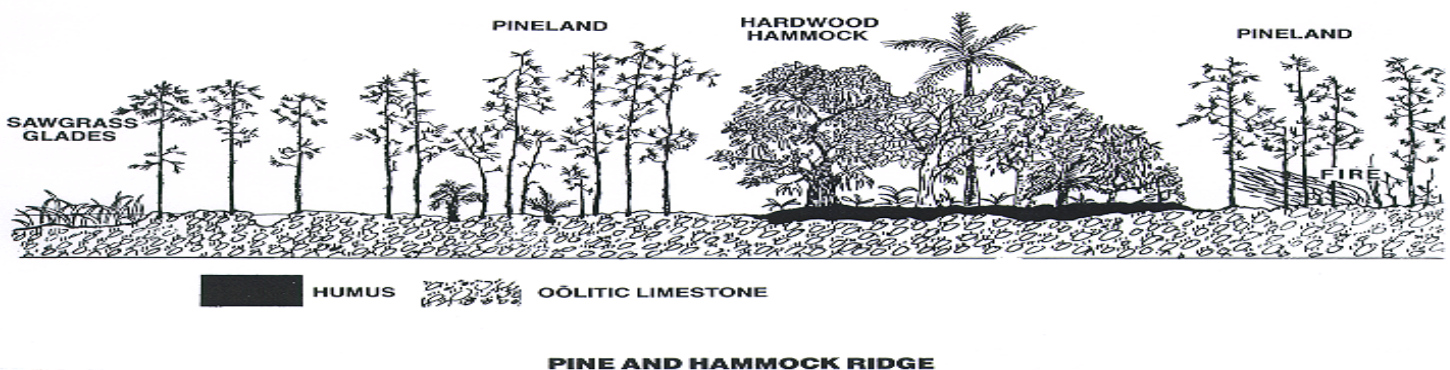
Tree removal applications for work in a Natural Forest Community must include the following items:

1. A completed tree removal application form. Upon receipt of an application to do work within a Natural Forest Community (NFC), DERM biologists will inspect the site to verify that it meets the definition of a NFC.
2. Two copies of a site plan. This site plan must show the proposed site improvements, setbacks, including driveway, septic tank, pool, tennis court, utility lines, sewer lines, and any accessory buildings.
3. Prior to the issuance of a permit to remove all or portion of a NFC for site development, a restrictive covenant may be executed to provide for the preservation and management of the remaining forest community. Blank shell forms of the covenant document form are available from DERM upon request.

Note: Contact a biologist at (305) 372-6574 for information about these requirements.

Tree Replacement Requirements :

1. Tree canopy replacement will be required as a condition of every tree removal permit. Replacement Tree Plan forms are available upon request and may be used when the canopy impacted is less than 10,000 square feet. (See Canopy Credit Formulas on page 1).
2. When replacement tree canopy exceeds 10,000 square feet, a landscape plan must be submitted and approved by DERM prior to permit issuance. A performance bond is required for the cost of the canopy replacement. The bond must be submitted prior to permit issuance. The Department accepts letters of credit and certificates of deposits for the bond.



General Information

Section 24-49 of the Miami-Dade County Code mandates the protection of Dade County's tree and forest resources. The following information should assist you in understanding Miami-Dade County tree and forest protection requirements. Please take the time to read this information carefully before filling out the attached application.

Where and when are tree removal permits required?

Tree removal permits are required for the cutting down, bulldozing, removal or relocation of any tree in Miami-Dade County, except for certain exemptions listed on Page 3. Permits are also required for any work in any designated Natural Forest Community (i.e. pinelands, hammocks). DERM may require the property owner to modify a site plan to preserve tree and forest resources.

Note: A tree is defined as any woody or fibrous perennial plant having a minimum trunk dbh* of three inches or greater or with an Over All Height (OAH) of twelve or more feet.

What about the trimming of trees?

Tree removal permits are not required for the selective pruning of trees, provided the pruning is done according to the most recent American National Standards (ANSI) A-300 Standard Practices for Tree Care Operations. However, excessive pruning (i.e. hatracking, topping, etc.) which results in the effective destruction of a tree constitutes a violation of Section 24-49 of the environmental Code of Miami-Dade County. Any other activity that can effectively destroy a tree, such as trunk girdling, excessive root cutting, or use of tree-killing chemicals, also violates Miami-Dade County Code.

Who administers the Miami-Dade County tree and forest protection program?

Miami-Dade County Department of Environmental Resources Management (DERM), Urban Tree Program, Code Enforcement Section.

Who must apply for a tree removal permit?

The owner of the property upon which the tree removal work will occur must sign the tree removal permit. The owner may designate an agent to sign the application and permit by submitting a letter of authorization to DERM.

What types of tree and forest resources does the ordinance protect?

There are three categories of protected tree resources in Miami-Dade County: "Regular-size" trees (less than 18" dbh), "specimen-size" trees (18" or greater dbh), and Natural Forest Communities which includes grasses, shrubs, and trees.

Will I be required to replant trees for the ones that I remove?

All "regular-sized" trees you remove -- except for the exempt or prohibited species -- must be replaced with an equal amount (100%) of tree canopy. "Specimen-sized" trees require double canopy replacement. This is accomplished by planting trees from the categories below:

| Canopy Credit Formulas | | |
|--------------------------------|------------------------------|------------------------------|
| <i>Replacement Canopy Type</i> | <i>Min. Size At Planting</i> | <i>Canopy Credit (Sq ft)</i> |
| Shade Tree 1 | 12' OAH* | 500 |
| Shade Tree 2 | 8' OAH | 300 |
| Palm 1 | 10' OAH | 300 |
| Palm 2 | 3' OAH | 100 |
| Small Tree | 6' OAH | 200 |

**OAH = Over All Height*

You may be required to replant more than one type of tree.

What about stands of natural forest such as hardwood hammocks or pinelands?

If a site has been designated as a Natural Forest Community or if you think a site may be a Natural Forest Community, please contact the DERM Forest Resources Program at (305) 372-6548 for information.

What fees do I have to pay for a tree removal permit?

A non-refundable application fee (based on zoning) and initial inspection fee is required upon permit application submission. Additional fees may be charged at the time of permit issuance. See the fee schedule on Page 5.

What happens if I do not comply with the conditions and requirements of my tree removal permit or remove a tree or forest without a permit?

You may be issued a "Notice of Violation" and ordered to stop all land clearing and construction until you have complied with Section 24-49. Furthermore, you may be required to pay penalties for each violation and replace tree canopy.

How long will my tree removal permit be valid?

One year, but can be renewed by contacting DERM.

* DBH (Diameter at Breast Height): Trunk diameter measured at 4 1/2 feet above ground.

It is not a coincidence that the well shaded areas of Miami-Dade County also have the highest property values. Trees are the reason why. They are essential for community because of the following:

BENEFITS

- Ø A well shaded home can cut your air-conditioning costs by up to 40%.
- Ø A well-landscaped yard that includes trees can increase your property value by 15%.
- Ø A well-forested community can reduce storm water runoff by up to 15%.
- Ø Miami-Dade's trees remove 5,425 tons of carbon dioxide from the air each year, improving air quality and combating global warming.
- Ø Trees provide food, nesting sites and protection for a wide variety of animals and resident migratory birds.



Tree Removal / Relocation Inspection & Permit Fees

FEES

- Environmental assessment for determination of tree preservation requirements (single family): \$125
- Environmental assessment for determination of tree preservation requirements (multi-family, commercial, agriculture): \$600

| | Before Inspection | After Inspection |
|----------------------|------------------------------------|--|
| Single Family Resid. | \$63 appl. + \$35* insp. = \$98 | \$35* insp. + \$12/tree up to max of \$320 |
| Multi-family | \$80 appl. + \$35* insp. = \$115 | \$35* insp. + \$12/tree up to max of \$395/(acre)(canopy) |
| Business | \$105 appl. + \$35* insp. = \$140 | \$35* insp. \$12/tree up to max of \$395/(acre)(canopy) |
| Commercial | \$105 appl. + \$35* insp. = \$140 | \$35* insp. + \$12/tree up to max of \$660/(acre)(canopy) |
| Agricultural | \$55 appl. + \$35* insp. = \$90 | \$35* insp. + \$6/tree up to max of \$265/(acre)(canopy) |
| Swale / Right-of-Way | \$28 appl. + \$35* insp.= \$63 | \$35* insp. + \$6/tree up to max of \$265/(acre)(canopy) |

*inspection fees are bases on removal of less than 20 trees. The fee may be raised as follows:

20-100 trees: \$65

100-200 trees: \$130

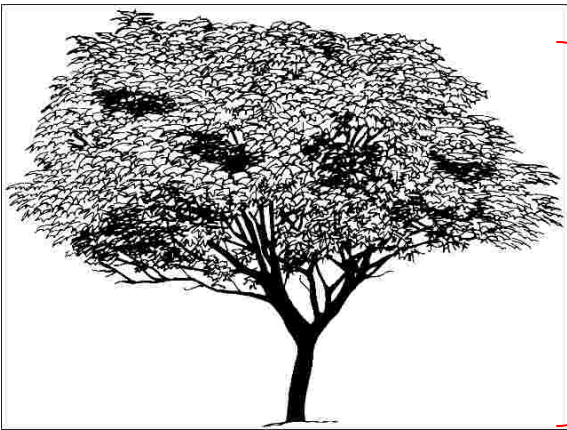
≥200 trees: \$265

OTHER CHARGES

| | |
|---|------------------------------|
| Barrier inspection | \$30 |
| Covenant-grove exemption | \$125 |
| Covenant-tree preservation requirement: | \$125 |
| Exotic variance request | \$230 |
| Extension of permit | \$paid on initial permit |
| Re-inspections | 20% of total individual fees |
| Roadway and drainage sitting inspection | \$65 |
| Specimen size tree removal inspection (multi-family/commercial) | \$600 |
| Specimen size tree removal inspection (single family) | \$125 |
| Tree Trust Fund | \$150/tree |
| Utility easement sitting inspection | \$65 |

USE THIS TABLE TO CALCULATE YOUR PLANTING REQUIREMENTS OF YOUR TREE REMOVAL PERMIT

| <u>If you plant a:</u> | <u>With this minimum size:</u> | <u>You will get this credit (in SQ.FT.):</u> |
|------------------------|--------------------------------|--|
| Hardwood Tree | 12' Overall Height | 500 |
| Hardwood Tree | 8' Overall Height | 300 |
| Palm | 10' Clear Trunk* | 300 |
| Palm | 3' Clear Trunk* | 100 |
| Small Tree | 6' Overall Height | 200 |



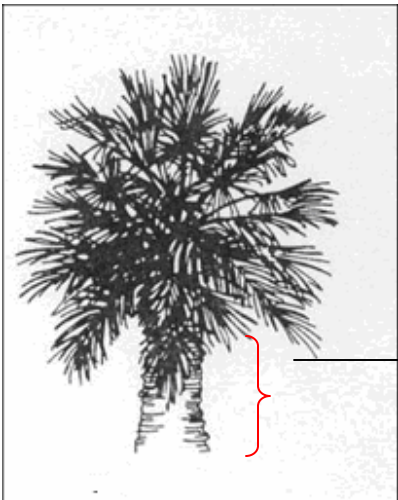
Overall height

Example:

If you are requested to plant (See Replanting Requirements in your permit) 1,500 SQ.FT., you can plant:

- a) Three hardwood trees, 12' height each (you will get 1,500 SQ.FT). Or,
- b) Two hardwood trees, 12' height each, and two palms, 10' clear trunk each (you will get 1,600 SQ.FT.). Or,
- c) Any combination of tree sizes up to the required credit.

PALMS CANNOT BE MORE THAN 30% OF THE TOTAL CANOPY AND FRUIT TREES WILL NOT COUNT TOWARDS MITIGATION.



Clear trunk



Tree Removal Permit Application

Owner and Contractor Information

Owner Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax/Email: _____

Contractor/Agent Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Number: _____ Fax/Email: _____

Site Location and Description

Address: _____

Property Folio: _____ - _____ - _____ - _____ TWP/RG/SEC: _____

Current Zoning: _____ Subdivision: _____

Does intended use of property require rezoning or plat approval? Yes No

Work Description

Building Permit Process Number: _____

Number and type of trees to be removed or relocated: _____

Reason for relocation or removal: _____

Total number of trees on site: _____

(A TREE SURVEY IS REQUIRED FOR APPLICATIONS WITH MORE THAN TEN TREES)

Application attachments include: _____

Name of person certifying that all above information is correct: _____

Signature

When the permit is ready, would you like it to be: mailed or will you pick it up in person?

| OFFICIAL USE ONLY | |
|----------------------|----------------------|
| Received by: _____ | Date Received: _____ |
| Fees Included: _____ | Payment Type: _____ |