



## TREE REMOVAL / TREE REPLACEMENT PERMIT

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**12400 NE 8 Avenue North Miami, FL 33161**

**305-893-6511, ext. 12205**

**[www.northmiamifl.gov](http://www.northmiamifl.gov)**



# SECTION 1: Tree Removal/Replacement Permit Application

**Instructions: Please print or type all information. The application must be filled out accurately and completely.**

### PROPERTY OWNER'S INFORMATION:

Owner's Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### APPLICANT/DULY APPOINTED AGENT INFORMATION:

Contact Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### PROJECT INFORMATION:

Project Name: \_\_\_\_\_  
Address of Property: \_\_\_\_\_  
Folio Number(s): \_\_\_\_\_  
Size of Property: \_\_\_\_\_ Building Square Footage: \_\_\_\_\_

**LEGAL DESCRIPTION:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERMIT FEE: \$78.66/tree and \$26.22/ea. additional tree**

(\$35.00 due up-front, remainder due at the end of the permit process)

### SUBMITTAL CHECKLIST: The following items are required

#### Single family residential:

- Copy of Site Survey of the property with sketch indicating (2 copies)
- Copy of survey with a sketch of proposed replacement trees (2 copies)
- Photos of existing trees

#### All other uses:

- Copy of survey of the property (2 copies)
- Photos of existing trees (2 copies)
- Copy of Tree Disposition Plan to scale (2 copies)
- Landscape Plan (2 copies)

If this is a commercial property or vacant lot, have plans been approved by the Building Department for any construction or demolition?

Yes \_\_\_\_ No \_\_\_\_

Type of tree(s) to be removed: \_\_\_\_\_

Number of trees to be removed: \_\_\_\_\_ Number of trees to be replaced (**Sec. 20-23**): \_\_\_\_\_

**Sustainability administrator approval and date:** \_\_\_\_\_

## SECTION 2: Owner Affidavit

I, \_\_\_\_\_, being first duly sworn, depose and say that I am the legal owner of record of the property described and which is the subject of the proposed administrative variance, and that all statements and representations made are true and correct.

I understand that construction may not begin unless and until the variance is approved and building permit issued, and that all construction will be inspected for strict conformance to the plans submitted, Florida Building Code and to the variance specifications granted.

I acknowledge that I am subject to penalties of law, including the laws on perjury and to possible revocation of this variance for any false or misleading statements in this application.

Sworn to and subscribed to  
Before me this \_\_\_\_\_ day  
\_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature of Property Owner

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Signature of Notary

# SECTION 4: Tree Removal Regulations

## Regulations per Chapter 20 of the City Code of Ordinances Sec. 20-18, 20-19, 20-23, 20-25

### Sec. 20-16—Tree Removal Permit Required

It shall be unlawful for any person, directly or indirectly, to cut down, destroy, remove, or more effectively through damaging any tree within the City without first obtaining a permit to do so.

### Sec. 20-18—Application for Removal

*Application for removal not in conjunction with building permit.* Any person wishing to remove any tree not exempted by Section 20-31 shall file an application with the required fee to the Department of building and Zoning on a form provided therefor. The application shall include the reasons for removal and be accompanied by a site plan drawn to scale no smaller than one (1) inch equals sixteen (16) feet indicating the location, the size in estimated height and trunk circumference at four and one-half (4 1/2) feet aboveground and the common name of the tree to be removed.

### Sec. 20-23—Replacement Trees/Tree Mitigation

(a) All trees removed must be replaced with an equal amount, one hundred (100) percent of tree canopy. The tree replacement/mitigation chart below shall be used by the director of parks and recreation or by his/her designee to determine the total number and size of trees to be planted as replacement or mitigation for all trees removed.

#### Tree Replacement/Mitigation

Replacement Canopy Type	Formulas	
	Min. Size at Planting	Canopy Credit (Sq. Ft.)
Shade Tree 1	12'DAH*	500
Shade Tree 2	8'DAH	300
Palm 1	10'DAH	300
Palm 2	3'DAH	100
Small Tree	6'DAH	200

### Sec. 20-25—Tree Bank

(b) Where an applicant chooses to donate an equivalent value for replacement and installation, the funds shall be deposited into the general fund to be dispersed for the acquisition of trees to be planted on public land or on a public right-of-way.

**\*Funds donated into the tree mitigation bank does not include permit fees.**