Code Compliance Division

900 E. Strawbridge Avenue • Melbourne, FL 32901 • Fax (321) 608-7920 Building Div. (321) 608-7915 • Code Enf. (321) 608-7905 • Fire Prevention (321) 608-7910

APPLICATION FOR TREE REMOVAL PERMIT Permit to be Conspicuously Displayed on Site

Fee (Non-refundable) \$		Receipt #		
PRIMARY CONTACT	EMAIL ADDRES	SS:		
PROPERTY OWNER:				
Name:				
Address:				
Phone:	Email:			
AGENT OF OWNER (i	f any)			
Name:				
Address:				
Dhona		Email:		
APPLICANT IS: (Check	k one)			
☐ Property Owner of Rec	cord	☐ Lessee of the subject property*		
☐ Purchasing the property	y*	□ Other		
☐ Agent authorized by th				
*Written authorization signe	ed by the record own	ner must be attached		
PROPERTY INFORMA	ATION: (All infor	mation is required)		
Street Address:				
Property size:	e: Zoning:			
		t that will require a building permit?		
APPLICATION FEE:	\$15.00	\$15.00		
Permitting Surcharge:	\$1.00			
	# Trees x	\$10.00 per Removed Tree		
	Total			

SUBMITTAL REQUIREMENTS:

The following materials and/or information must be submitted with this application:

- 1. For **Tree Removal** on an existing or developed site:
 - a. A list of species, size*, quantity, and location of the tree(s) proposed to be removed.
 - b. A statement of reason for the proposed tree removal, and provide photos to help justify the cause.
 - * Diameter as measured 3-feet above grade
- 2. For **all Development Projects**: a tree location survey or aerial**, containing at minimum, the following information:
 - a. Indicate each tree to be **removed** or **relocated** by location, diameter, and species. (If existing trees are to be relocated, the proposed relocation for such trees shall be shown on the drawing, together with a statement as to how such trees are to be protected and maintained.)
 - b. Indicate all **protected trees** on the property by location, diameter, and species.
 - c. A statement indicating how **protected trees** are to be protected during land clearing and construction (*if applicable*).
 - d. All proposed structures and improvements (roads, retention, etc.) on the property and property lines.
 - e. Areas not to be cleared may be excluded by indicating a "Limits of Clearing" on the survey or aerial.
 - ** For large acreage sites, an aerial overlaid with the site plan may be allowed in lieu of a full tree survey. This will be determined on a case by case basis by City Staff.

SIGNATURE:

I hereby certify that I am the applicant for the Tree Removal Permit in this application, that I have read the foregoing application and know the contents thereof to be true and accurate to my own knowledge, and assume all responsibility for their accuracy. I understand that should any information or representation submitted in connection with this application be inaccurate, erroneous, or incomplete, the Building Official may rescind any approval or take other appropriate action. I hereby authorize the Building Official, or his or her designee, to access the property for the purpose of site visits. I understand that additional information may be required by the Building Official to review this project.

	Signed:	
		(Property Owner of Record)
	Signed:	
		(Authorized Agent)
	FOR OFFICE USE	ONLY
Approved By and Date:		Not Approved and Date:
Reasons for Approval/Denial:		
Conditions of Approval:		