

## Online Tree Removal/Relocation Permit Application Checklist

1. Online application requires the tree/palm species, quantity, height, spread (width), diameter (in inches), condition % (0% = dead, 100% = good condition), location of the tree/palm on the property, and reason for removal/relocation. Replacement tree(s)/palm(s) shall be required.

<https://www.plantation.org/home/showpublisheddocument/5222>

2. The following components are required for the online permit application:

- (A) If the tree/palm is dead or an imminent threat to life or property, provide a clear photo(s) of the entire tree/palm and the area of concern.
- (B) If the tree/palm is not dead or an imminent threat to life or property, you will be required to submit an International Society of Arboriculture (ISA) Certified Arborist report to justify the reasons for removal/relocation.
- (C) Signed and dated letter from the property owner, on official letterhead for commercial and multi-family residential properties, authorizing the contractor to apply for the tree removal/relocation permit on his/her behalf.
- (D) A Boundary Survey (for single family residential properties) or a Landscape Plan (for commercial and multi-family residential properties) showing the location(s) of tree(s)/palm(s) removed/relocated and the replacement tree location(s) with minimum planting dimensions of 12' height, 6' spread, 2.5" caliper with recycled mulch.
- (E) Relocation permits will require a cash bond in the form of a Cashier's Check to ensure survivability. The applicant will provide the tree/palm value via "Guide for Plant Appraisal" or "Florida 14-40 Appraisal Rule", as an attachment to determine the bond amount.

3. Removal permits will require the stump to be ground beneath grade level and replacement tree(s)/palm(s) planted pursuant to city tree planting guidelines found at these links:

<https://www.plantation.org/home/showpublisheddocument/1626/637254138440700000>

**[Apply once checklist is adhered: https://aca.plantation.org/CitizenAccess/Default.aspx](https://aca.plantation.org/CitizenAccess/Default.aspx)**