



Application #: _____
For office use only

TREE REMOVAL/RELOCATION PERMIT APPLICATION: COMMERCIAL & PLANNED RESIDENTIAL DEVELOPMENT

Please read these instructions before submitting the application

- For a commercial property, the property owner must submit the application and sign the approved permit, in person. Property managers, contractors, arborists, and landscape companies may not submit the application or sign the approved permit on behalf of the property owner. **Additional information and documentation may be required by the Department at the time of application submittal.**
- For a Planned Residential Development (PRD) where landscape trees/palms are maintained by a Home Owners Association (HOA), the HOA President or authorized Board member must submit the application and sign the approved permit, in person. An original signed and dated letter from the HOA (on letterhead with contact email and telephone number), authorizing the tree removal/relocation(s), must accompany the application form. **Additional information and documentation may be required by the Department at the time of application submittal.**
- Provide the required tree/palm information in the table on the reverse side for all trees/palms proposed for removal and/or relocation. A drawing of the property that clearly shows the locations of the trees/palms proposed for removal/relocation must also be submitted with this application form. **A tree assessment prepared by a Registered Consulting Arborist may be required at the time of application submittal.**
- If trees/palms are proposed for removal, provide a tree replacement plan by completing the required information in the table on the reverse side. Tree replacement is mandated by the City of Plantation pursuant to Section 13-44 of the City Landscape Code. **Landscape plans prepared by a Registered Landscape Architect may be required at the time of application submittal.**
- Applications must be submitted to the Department in person. The application will be accepted and reviewed by the Department upon receipt of this form and payment of a minimum \$20.00 processing fee. In addition, as per Ordinance 2473, a Permit fee of \$37.50 for each tree and palm removed and/or relocated is to be paid prior to the issuance of the Permit.
- If this application is submitted to satisfy the requirements of a Code Enforcement (CE) Case, write the case number in the appropriate space (*) provided.

Date: _____ Requesting Permit for: Removal Relocation *Case: CE___-_____

Property Owner/HOA (circle one): _____

Property Address: _____ Community: _____

Property Owner/HOA Phone: _____ Email: _____

Required Tree/Palm Information:

- Fill in the tables on the back of this form by providing:
 - Specifications for all trees/palms to be removed and/or relocated (Table A).
 - Specifications for all trees/palms proposed to meet replacement requirements (Table B).
- Submit a Landscape Plan showing:
 - Locations of all trees/palms proposed for removal and/or relocation; each tree/palm must be labeled with the same tree Identification Number (ID#) assigned in Table A.
 - Locations of all new replacement (or relocated) trees/palms; each tree/palm listed in Table B must be drawn on the Plan.

Contact the Department at (954) 797-2704 for additional information and questions.

REQUIRED TREE/PALM INFORMATION

Table A. Trees/Palms to be Removed (RM) and/or Relocated (RL)

ID#	Species	Height/Spread/Caliper	RM/RL?	Reason

Table B. Replacement Trees/Palms

ID#	Species	Category	Height/Spread/Caliper