



## **TREE REMOVAL PERMIT APPLICATION**

### **\$100.00 Permit Fee**

**When are Permits Required?** A permit is required for any tree(s) 4 inches in diameter or greater, regardless of species or condition: **EXCEPT** for a parcel that is zoned R-1 and is less than 3 acres and is occupied by an existing single-family residence. Phone 629-8421 to check zoning. Parcel ID number & site address are required.

- *Topping or removing more than 1/4 of the foliage per year or otherwise destroying the natural shape or appearance of the tree is also considered unauthorized tree removal.*
- *Applications are available at the Planning Dept, the City's website, by fax or email.*

### **◀ INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED ▶**

#### **Application Procedures**

1. Complete the entire application & return it to Development Services with the permit fee.
  - Provide a sketch showing the location and identification of tree(s) to be removed.
  - Identify tree(s) to be removed at the site with flagging or other marking.
2. Applicant is notified of approval or denial after the tree(s) is inspected.
3. Permit is issued to the contractor after City license & insurance are verified.  
( **A minimum of 24-48 hours is required to process a complete application** )
4. Note: **10 business days** is required for the permit review and approval.
5. In the event this is an emergency situation, applications should be submitted in person.

**Replacement Trees** Required replacement trees must be Florida Grade #1 or better based on Grades and Standards for Nursery Plants, Florida Department of Agriculture and Consumer Services, 2<sup>nd</sup> Edition, 1998.

- Shade trees must be 3½ inch caliper (2½ - 3 inch DBH).
- Ornamental trees must be a minimum of 1½ inch caliper and 6 feet in height.
- Replacement trees must be installed within 30 days of tree removal and be irrigated.

#### **Acceptable shade trees are as follows:**

<u>Common Name</u>	<u>Botanical Name</u>
Bald Cypress	Taxodium distichum
Elm, Drake	Ulmus parvifolia
Elm, Florida	Ulmus americana floridana
Elm, Winged	Ulmus alata
Hickory	Carya
Loblolly Bay	Gordonia lasianthus
Magnolia, Southern	Magnolia grandiflora
Magnolia, Sweetbay	Magnolia virginiana
Maple, Florida	Acer barbatum (floridanum)
Maple, Red	Acer rubrum
Maple, Silver	Acer saccharinum
Oak, Live	Quercus virginiana
Oak, Laurel	Quercus laurifolia
Oak, Shumard	Quercus shumardi
Oak, Southern Red	Quercus falcata
Oak, White	Quercus alba
Oak, Willow	Quercus phellos
Pecan	Carya illinoensis
River Birch	Betula nigra
Sweetgum	Liquidambar styraciflua
Tulip Tree	Liriodendron tulipifera

#### **Ornamental tree is any tree on the following list:**

<u>Common Name</u>	<u>Botanical Name</u>
Bradford Pear	Pyrus calleryana
Crape Myrtle	Lagerstroemia indica
Elm, Drake	Ulmus parvifolia
Elm, Florida	Ulmus americana floridana
Flowering Dogwood	Cornus florida
Fringetree	Chionanthus virginicus
Holly, American	Ilex opaca
Holly, Dahoon	Ilex cassine
Holly, East Palatka	Ilex x attenuata "E. Palat."
Holly, Savannah	Ilex x attenuata varieties
Holly, Yaupon	Ilex vomitoria
Ligustrum Tree	Ligustrum japonicum tree type
Magnolia, Southern	Magnolia grandiflora
Magnolia, Sweetbay	Magnolia virginiana
Maple, Japanese	Acer palmatum
Palm, Date	Phoenix spp.
Palm, Pindo	Butia capitata
Palm, Sabal	Sabal palmetto
Palm, Washingtonian	Washingtonian filifera
Pine, Black	Pinus rigida serotina
Pine, Loblolly	Pinus taeda
Pine, Longleaf	Pinus palustris
Pine, Slash	Pinus elliot
Red Bud	Cercis spp.
Red Cedar	Juniperus spp.
Willow, Weeping	Salix babylonica



*City of Ocala*

GROWTH MANAGEMENT DEPARTMENT  
201 SE 3<sup>rd</sup> Street (Second Floor), OCALA, FL 34471  
Phone: (352) 629-8421 Fax: (352) 629-8264  
Email: [building@ocalafl.org](mailto:building@ocalafl.org) Website: [www.ocalafl.org](http://www.ocalafl.org)

**TREE REMOVAL PERMIT APPLICATION**

**\$100.00 Permit Fee**

- **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.**
- **SUBMIT APPLICATION, SKETCH SHOWING THE LOCATION AND I.D. OF THE TREE TO BE REMOVED, IDENTIFY TREE(S) TO BE REMOVED AT THE SITE WITH FLAG OR OTHER MARKING.**
- *Permits are issued to the contractor after application approval & City license & insurance are verified*
- *Topping or removing more than 1/4 of the foliage per year or otherwise destroying the natural shape or appearance of the tree is also considered unauthorized tree removal.*

Property Owner \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Contractor \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

State License # \_\_\_\_\_ City Competency # \_\_\_\_\_

Property Address \_\_\_\_\_

Parcel No. \_\_\_\_\_ Property Size \_\_\_\_\_

Tree(s) now on property: Species \_\_\_\_\_ # \_\_\_\_\_  
Continue tree list on reverse side of application if necessary

Tree(s) to be removed: Species \_\_\_\_\_ Trunk Diameter \_\_\_\_\_ inches  
Continue tree list on reverse side of application if necessary      Measured 4.5 feet above ground

Reason(s) for removal \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Cost of Removal \$ \_\_\_\_\_

I certify that the above information is true and correct.

Signature: \_\_\_\_\_ Date \_\_\_\_\_  
Check one: Contractor \_\_\_\_\_ Property Manager \_\_\_\_\_ Tenant \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_ Date \_\_\_\_\_

○ *This space is for Development Services use only*

APPROVED ☐ DENIED ☐ PERMIT NO. TRE \_\_\_\_ - \_\_\_\_

Development Services Comments & Permit Conditions:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Development Services Director or Designee

\_\_\_\_\_  
Date

## NOTICE

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction.

**Note: Contractor(s) and Property Owner(s) are responsible for any permit conditions and/or replacement requirements.**

**AFFIDAVIT:** I certify that the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

**OWNER:**

**OR**

**CONTRACTOR:**

\_\_\_\_\_  
OWNER'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CONTRACTOR'S SIGNATURE

\_\_\_\_\_  
DATE

## NOTARY

STATE: \_\_\_\_\_

STATE: \_\_\_\_\_

COUNTY: \_\_\_\_\_

COUNTY: \_\_\_\_\_

The foregoing was acknowledged before me this

\_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_

By \_\_\_\_\_

Who is personally known to me or has produced  
identification.

Type of Identification produced: \_\_\_\_\_

The foregoing was acknowledged before me this

\_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_

By \_\_\_\_\_

Who is personally known to me or has produced  
identification.

Type of Identification produced: \_\_\_\_\_

\_\_\_\_\_  
Notary Public (Seal)

\_\_\_\_\_  
Notary Public (Seal)

Pursuant to Florida Statute 713.135(7) all signatures must be notarized

## FAX PERMITS ONLY

Contractor's Signature: \_\_\_\_\_ Fax #: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF MARION

Notary's Signature: \_\_\_\_\_ Notary Seal: