

APPLICATION FOR TREE REMOVAL, RELOCATION OR REPLACEMENT PERMIT



Required for any tree over 2" in diameter 4' from the top of soil
Action that severely alters a tree's natural function is EFFECTIVE REMOVAL per Ord. 70-1
PENALTIES FOR UNPERMITTED TREE REMOVAL ARE UP TO \$5,000 PER TREE



Permit application is to be submitted to Town Hall office only
DO NOT submit to the online permitting portal

Property Owner _____ Email: _____

Property Address _____ Phone _____

Contractor _____ Email: _____ Phone _____

Lot Size (check one): ☐ under 1/2 acre ☐ 1/2 to 1 acre ☐ Over 1 acre

Total Number of Trees (excluding citrus) with a trunk over 8 feet tall and 3" in diameter currently on the lot:

Palms _____ Other Trees _____

TREES PROPOSED FOR REMOVAL, RELOCATION, OR REPLACEMENT:

Species: _____ No. of Trees _____ Diameter: _____ (measured at 4' above soil)

Species: _____ No. of Trees _____ Diameter: _____ (measured at 4' above soil)

Reason for tree removal/relocation/replacement _____

PLEASE ATTACH PHOTOGRAPHS OR EMAIL TO CGOMEZ@SEWALLSPOINT.ORG
PLEASE ATTACH A SKETCH SHOWING THE LOCATION OF THE TREE(S) ON THE PROPERTY

By my signature I confirm that the information set forth above is true and that any prohibited species **Invasive Plant List Category I and II under the Florida Exotic Pest Plant Council** (<https://floridainvasivespecies.org/plantlist.cfm>) on the property will be removed immediately and as a condition of this permit.

Signature of Property Owner _____ Date _____

NOTICE: The Town may require that you retain the services of a Certified Arborist to complete the International Society of Arboriculture Basic Tree Risk Assessment if the permit application includes removal of an apparently healthy tree.

= This Space for Official Use Only:

Fee of \$15 paid by ___ check or ___ credit card Received by Town Staff on _____ (date) _____ (Initials)
(No fee shall be required to remove prohibited species, dead, dying, or damaged trees)

Review Criteria:

- ___ yes ___ no: Would approval cause significant adverse impacts to soils, water, ecological systems, noise, wildlife habitat, property values, and other criteria identified in Town ordinance section 70-86?
- ___ yes ___ no: Is the subject tree a "Specimen Tree," i.e. one having high aesthetic or ecological value?

If the answer to both questions is NO, at least one of the following three conditions must be met:

- 1 {
___ yes ___ no
___ yes ___ no
or {
___ yes ___ no

Is the tree in an area where structures or utilities are permitted under Town codes? (and)
If yes, would preserving the tree unreasonably restrict the economic enjoyment of the property? (and)
If yes, can the tree reasonably be relocated on the property?
- 2 {
___ yes ___ no
___ yes ___ no
or {
___ yes ___ no

Is the tree diseased or injured? (or)
Is the tree located too close to structures or interfering with existing utility service? (or)
Does the tree create an unsafe visual obstruction?
- 3 {
___ yes ___ no

Is the tree is to be moved or replaced by another tree on the owner's property?

Permit Approved ☐ Permit Denied ☐ Reason for Denial: _____

Town Official: _____ Date: _____



Basic Tree Risk Assessment Form

Client _____ Date _____ Time _____
 Address/Tree location _____ Tree no. _____ Sheet _____ of _____
 Tree species _____ dbh _____ Height _____ Crown spread dia. _____
 Assessor(s) _____ Tools used _____ Time frame _____

Target Assessment

Target number	Target description	Target protection	Target zone			Occupancy rate 1 – rare 2 – occasional 3 – frequent 4 – constant	Practical to move target?	Restriction practical?
			Target within drip line	Target within 1 x Ht.	Target within 1.5 x Ht.			
1								
2								
3								
4								

Site Factors

History of failures _____ Topography Flat ☐ Slope ☐ _____ % Aspect _____
 Site changes None ☐ Grade change ☐ Site clearing ☐ Changed soil hydrology ☐ Root cuts ☐ Describe _____
 Soil conditions Limited volume ☐ Saturated ☐ Shallow ☐ Compacted ☐ Pavement over roots ☐ _____ % Describe _____
 Prevailing wind direction _____ Common weather Strong winds ☐ Ice ☐ Snow ☐ Heavy rain ☐ Describe _____

Tree Health and Species Profile

Vigor Low ☐ Normal ☐ High ☐ Foliage None (seasonal) ☐ None (dead) ☐ Normal _____ % Chlorotic _____ % Necrotic _____ %
 Pests/Biotic _____ Abiotic _____
 Species failure profile Branches ☐ Trunk ☐ Roots ☐ Describe _____

Load Factors

Wind exposure Protected ☐ Partial ☐ Full ☐ Wind funneling ☐ _____ Relative crown size Small ☐ Medium ☐ Large ☐
 Crown density Sparse ☐ Normal ☐ Dense ☐ Interior branches Few ☐ Normal ☐ Dense ☐ Vines/Mistletoe/Moss ☐ _____
 Recent or expected change in load factors _____

Tree Defects and Conditions Affecting the Likelihood of Failure

— Crown and Branches —

Unbalanced crown ☐ LCR _____ %
 Dead twigs/branches _____ % overall Max. dia. _____
 Broken/Hangers Number _____ Max. dia. _____
 Over-extended branches ☐
 Pruning history
 Crown cleaned ☐ Thinned ☐ Raised ☐
 Reduced ☐ Topped ☐ Lion-tailed ☐
 Flush cuts ☐ Other _____
 Cracks ☐ _____ Lightning damage ☐
 Codominant ☐ _____ Included bark ☐
 Weak attachments ☐ _____ Cavity/Nest hole _____ % circ.
 Previous branch failures ☐ _____ Similar branches present ☐
 Dead/Missing bark ☐ Cankers/Galls/Burls ☐ Sapwood damage/decay ☐
 Conks ☐ Heartwood decay ☐ _____
 Response growth _____

Condition (s) of concern _____

Part Size _____ Fall Distance _____
 Load on defect N/A ☐ Minor ☐ Moderate ☐ Significant ☐
 Likelihood of failure Improbable ☐ Possible ☐ Probable ☐ Imminent ☐

Part Size _____ Fall Distance _____
 Load on defect N/A ☐ Minor ☐ Moderate ☐ Significant ☐
 Likelihood of failure Improbable ☐ Possible ☐ Probable ☐ Imminent ☐

— Trunk —

Dead/Missing bark ☐ Abnormal bark texture/color ☐
 Codominant stems ☐ Included bark ☐ Cracks ☐
 Sapwood damage/decay ☐ Cankers/Galls/Burls ☐ Sap ooze ☐
 Lightning damage ☐ Heartwood decay ☐ Conks/Mushrooms ☐
 Cavity/Nest hole _____ % circ. Depth _____ Poor taper ☐
 Lean _____ ° Corrected? _____
 Response growth _____
 Condition (s) of concern _____
 Part Size _____ Fall Distance _____
 Load on defect N/A ☐ Minor ☐ Moderate ☐ Significant ☐
 Likelihood of failure Improbable ☐ Possible ☐ Probable ☐ Imminent ☐

— Roots and Root Collar —

Collar buried/Not visible ☐ Depth _____ Stem girdling ☐
 Dead ☐ Decay ☐ Conks/Mushrooms ☐
 Ooze ☐ Cavity ☐ _____ % circ.
 Cracks ☐ Cut/Damaged roots ☐ Distance from trunk _____
 Root plate lifting ☐ Soil weakness ☐
 Response growth _____
 Condition (s) of concern _____
 Part Size _____ Fall Distance _____
 Load on defect N/A ☐ Minor ☐ Moderate ☐ Significant ☐
 Likelihood of failure Improbable ☐ Possible ☐ Probable ☐ Imminent ☐

Risk Categorization

[illegible]

Matrix I. Likelihood matrix.

Likelihood of Failure	Likelihood of Impact			
	Very low	Low	Medium	High
Imminent	Unlikely	Somewhat likely	Likely	Very likely
Probable	Unlikely	Unlikely	Somewhat likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

Matrix 2. Risk rating matrix.

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

Notes, explanations, descriptions

Mitigation options

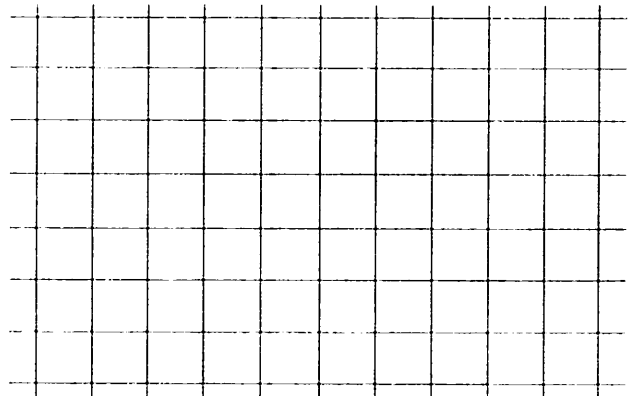
- | | | |
|----|--|---------------|
| 1. | | Residual risk |
| 2. | | Residual risk |
| 3. | | Residual risk |
| 4. | | Residual risk |

Overall tree risk rating Low ☐ Moderate ☐ High ☐ Extreme ☐

Overall residual risk None ☐ Low ☐ Moderate ☐ High ☐ Extreme ☐ **Recommended inspection interval** _____

Data ☐ Final ☐ Preliminary **Advanced assessment needed** ☐ No ☐ Yes-Type/Reason _____

Inspection limitations ☐None ☐Visibility ☐Access ☐Vines ☐Root collar buried Describe



North

