



COLLIER COUNTY GOVERNMENT
DEPT. OF ZONING & LAND DEVELOPMENT REVIEW
WWW.COLLIERGOV.NET

2800 NORTH HORSESHOE DRIVE
NAPLES, FLORIDA 34104
(239) 252-2400 FAX (239) 643-6968

LANDSCAPE TREE REMOVAL For CULTIVATED LANDSCAPES (Rev. 3/05)

When is a Tree Removal Permit required?

A Tree Removal Permit (TRP) is required to remove or relocate a tree on all properties except for those zoned single family.

While single family zoned properties may remove trees without obtaining a Tree Removal Permit, the minimum number of code required trees must be maintained on the single family home site. Please refer to the publication "Collier County Landscape Requirements for Homeowners" at www.colliergov.net/planning/Landscape/web/Home.htm.

If a site is subject to a Homeowner's Association or Master Association covenant, permission shall be granted from the Association as well.

What is the criteria for removing trees?

The County will consider the following when evaluating tree removal applications:

- ▶ Tree(s) are causing damage to structures
- ▶ Tree(s) represent a safety hazard
- ▶ Tree(s) are damaging utilities
- ▶ Tree(s) are causing other site-specific damage or hazards

Note: This permit may not be used to remove the following: trees located within preserves, vegetation that occurs naturally prior to development, trees utilized by protected species wildlife, or a tree used for nesting or perching.



APPLICATION PROCEDURES

If you are part of a HOA or Master HOA, the application must be submitted by the HOA.

- ▶ Fill out the application as completely as possible. *The information provided is your opportunity to explain why, where, when, and how a tree planted needs to be removed, relocated, and or replaced.*
- ▶ Fill out the required information on the Addressing Checklist portion of the application.
- ▶ Submit approval letters from your Homeowner and Master Homeowner Association within your development.
- ▶ Provide a plan, layout, or sketch that locates the tree(s) covered under the application. *(Typically, landscape plans may be obtained from the Records Department located at the Community Development Building located at 2800 North Horseshoe Dr.).*
- ▶ Provide photographs of specific tree related problems or damage.
- ▶ Provide any professional recommendation from arborist, urban forester, or landscape architect, if available.
- ▶ Proof of ownership is required.
- ▶ Processing fee in the amount of \$250 must be included.

Additional Information

- ▶ Limit of ten (10) trees per application and per development for a five-year period.
- ▶ If a larger number of trees need to be removed, a revision to the approved Site Development Landscape Plan must be submitted. This is done through the Site Development Plan Insubstantial Change (SDPI) process.
- ▶ All properties must maintain code minimum landscaping.
- ▶ Trees within any perimeter landscape will most likely require a revision to the approved Site Development Landscape Plan. This process is also done through the SDPI process.



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**LANDSCAPE TREE REMOVAL APPLICATION
FOR CULTIVATED LANDSCAPES**

**PROJECT NUMBER
PROJECT NAME
DATE PROCESSED**

To be Completed by Staff

Permits will not be issued without the following documents provided by the applicant:

1. Proof of ownership (i.e. Warranty Deed, tax statement).
2. Site plan/layout with existing/proposed tree locations with photographs.
3. Letter of approval from Homeowner and/or Master Association if applicable.
4. Addressing Check List.

Please note: This permit is only for trees planted “by man” and does not include any vegetation that occurs naturally. This permit is limited to ten trees. Applicants wishing to remove over this limit must submit an (SDPI) Insubstantial Change to the Site Development Plan.

Property Owner: _____

Phone: _____

Address: _____

E-mail Address: _____

Agent: _____

Phone: _____

Address: _____

E-mail Address: _____

Name of Property Owner Association: _____

Address: _____

Phone: _____

Address of property: _____

Detailed location description of the property (street address, if available): _____

Reason for proposed tree(s) removal and a brief description of tree(s) to be removed:



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Endangered Wildlife Habitat: Is any part of a tree(s) proposed for removal used by bald eagle or gopher tortoises for perching, nesting or borrowing?

Yes No If yes please specify: _____

Type of trees to be used for replacement:

I, _____ affirm that I am the owner/agent of the property described in this application, that information provided is truthful, and that I understand and will comply with the conditions of this permit.

Owner Signature

Date

Processing Fee Schedule: \$250.00

Make checks payable to: Board of Collier County Commissioners

Return completed applications and required documentation to:

Collier County Community Development & Environmental Services Division
Department of Zoning and Land Development Review
Intake Planner
2800 N. Horseshoe Drive, Naples, FL 34104
Phone: (239) 252-2400

NOTE: This permit does not obviate the owner/agent from obtaining required permits of other County, State, and Federal jurisdictional agencies; specifically the Army Corps of Engineers.

For Office Use Only:

Staff Comments:

Staff Approval Stamp:



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ADDRESSING CHECKLIST
Landscape Tree Removal Application
for Cultivated Landscapes

Please complete the following and submit with your application.

1. Folio (Property ID) number(s)

2. Street address or addresses

3. Name of Subdivision or PUD

4. Applicant Name _____ Phone _____

FOR STAFF USE ONLY

Primary Folio (FLN) _____

Folio _____

Folio _____

Folio _____

Folio _____

Folio _____

Folio _____

Approved by _____ Date _____

Return approved checklist to Intake Planner