

If the proposed tree removal would result in less than the required number of trees, then one or more new trees may need to be planted to offset the tree removal.

### Specimen Trees

Specimen trees are hardwood trees of a specified diameter. When a lot is developed, these trees are protected by a conservation easement. Protected specimen trees may only be removed from a residential property if they are dead, diseased, or severely damaged by fire, high winds, lightning, or other natural events. Specimen trees will be shown on your individual property survey and subdivision plat.

Specimen trees are defined as follows:

Species	Diameter
Loblolly Bay	12+ inches
Red Bay	12+ inches
Swamp Bay	12+ inches
Sweet Bay	12+ inches
Turkey Oak	12+ inches
Other Oak Species	18+ inches
Cypress	18+ inches
Elm	18+ inches
Hickory	18+ inches
Maple	18+ inches
Sweet Gum	18+ inches
Sycamore	18+ inches

### Historic Trees

Live Oak and Bald Cypress trees 36 inches in diameter or greater may only be removed upon approval by the City Council. This process will take approximately one month.

### Tree Categories

For the purposes of crediting existing trees and tree replacement, the City recognizes three types of trees...

- **Shade Trees:** the largest types of trees, including pines and all of the previously mentioned specimen trees;
- **Understory Trees:** those trees that only grow to a medium height, including cedar, holly, dogwood, and crape myrtle trees;
- **Exempted Trees:** certain trees that are not counted in the tree removal permit process, including eucalyptus, sago palm, citrus, and all other fruit trees.

NOTE: Palms and understory trees are counted as ½ a tree. Exempted trees are not credited as existing trees or replacement trees.

### Permit Process

To remove a tree from your lot, you must first complete a tree removal permit application. These are available at the Department of Community Development, on the second floor of City Hall, 1000 City Center Circle. Permits can be processed anytime during normal business hours, between 8:00 a.m. and 4:00 p.m., Monday through Friday.

Along with the application form, you should submit a sketch of your property, showing the species and approximate diameter of existing trees, including those you wish to remove. A space for this drawing is provided on the back of the permit application, and may be done by hand. A sample sketch is shown on the next page, as well as on the application itself.

The property owner's signature is required on the tree removal form. If you are having someone else submit your application, such as a licensed tree removal service, or a tenant, relative, neighbor, etc., please be sure to sign the application beforehand.

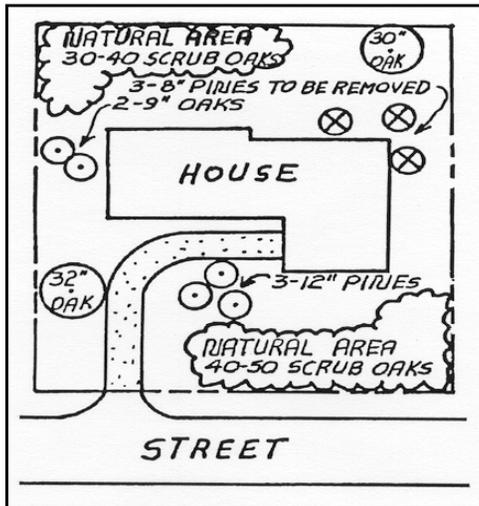
### Reasons for Tree Protection

Beautifying neighborhoods, increasing property values, slowing rainfall runoff and soil erosion, cooling buildings, and blocking winds are some of the many important ways that trees contribute to a community's well-being. In addition, trees add oxygen to the air while removing carbon dioxide and airborne pollutants. If you are thinking about removing **live** trees from your property, please take a moment to read this brochure.

### Minimum Tree Coverage for Residential Lots

In consideration of the great benefits derived from trees, the City has adopted tree preservation requirements that regulate the removal of trees, including those on single and two-family lots. In this way, the need for tree removal can be assessed, as well as the need for replacement trees, if necessary to maintain the City's minimum residential landscaping standards.

Each residential lot is required to have a minimum number of shade trees based on the lot's zoning classification and size. Most residential lots are required to have 1 shade tree per 2,500 square feet of lot area, or 4 shade trees for an average 10,000 square foot lot.



### Homeowners Association Approval

If your neighborhood has a Homeowners Association, its approval may be necessary before you may remove a tree from your property. It is your responsibility to obtain approval from your Homeowners Association. Issuance of the City's Tree Removal Permit does not supersede any Homeowner Association's requirements for tree removal.

### Licensed Contractors

For your protection, the City recommends that you only hire properly licensed and insured contractors. The City maintains a list of licensed tree removal contractors and only issues permits to these contractors.

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Issued permits are good for 6 months; however, the deadline for tree replacement is normally 1 month.

Should anyone question your tree removal, you will have a copy of the permit to verify authorization from the City. The Department of Community Development also maintains a copy of your permit should similar inquiries be made to the City.

*Port Orange is a Tree City, USA,  
and has been since 1974.*



For additional information, please feel free to contact our staff by telephone or appointment at:

City of Port Orange  
Department of Community Development  
1000 City Center Circle  
Port Orange, FL 32129  
Telephone (386) 506-5600  
Fax (386) 506-5699

# Residential Tree Removal Permit

**A citizen's guide to tree  
removal on single-family  
and two-family lots**