

Tree Removal Permit Instructions

Manatee County Customers

To apply for a Tree Removal Permit, you will need to make an Accela account to apply for the application. Provided below is the website link for you to apply:

<https://aca-prod.accela.com/MANATEE/Default.aspx>

Once logged in, navigate to “New” and select new planning application. Then click on the Planning drop down and select A24 - Tree Removal.

1) Required Application Materials and Information

a. Affidavit of Ownership (See attached document)

b. Project Narrative

1. Why are trees being removed?
2. How many trees are being removed?
3. What size are the trees to be removed? (Measure DBH - Diameter at breast height, or DBH, is the standard for measuring trees. DBH refers to the tree diameter measured at 4.5 feet above the ground.)
 - DBH is used to determine replacement ratio (see item 2a below).
4. What are the proposed replacements (size, species, quantity, proposed location)?

c. Aerial of Tree Removal(s)

1. Location(s) of trees being removed, shown on aerial

d. Tree Replacement Plan (or landscape plan)

1. Identify the quantity, specifications, and proposed location(s) of replacement trees
 - Specifications include size, height, and species
 - Replacement trees do not necessarily need to be installed in same location as removed trees
2. Identification of Tree Fund Payment if choosing in lieu payment over replacement on-site
 - Can only be utilized if the removed trees were not part of required landscaping in approved landscape buffer areas

2) Standard Conditions for Approval

a. Replacement Trees Ratio Standards:

Existing Tree Size	Required Replacement Caliper Minimum	Ratio of Replacement Trees to Removed Trees
4"—15" D.B.H.	3"	1:1
16"—30" D.B.H.	4"	2:1
Over 30" D.B.H.	4"	3:1

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- b. Replacement Canopy trees shall be at minimum: 2.5” caliper, 25-30 gallons, height 10 feet
- c. Replacement understory trees shall be at minimum: 1.5” caliper, 25-30 gallon with a minimum height of 6 feet
- d. Replacement palms shall be grouped minimum (2) palms with an overall height of 15 feet
- e. All trees must be graded Florida #1 as specified in the Florida Grades and Standards for Nursery Plants
- f. Installation and maintenance of landscape and irrigation shall be in accordance with Section 701.8 of the Manatee County Land Development Code.
- g. Tree removal includes the removal or grinding of stumps to at least 6” below grade
- h. Trees shall be removed in a manner that soil erosion from wind and rain be kept to the absolute minimum level. The methodology used for sediment and erosion control shall avoid the creation of large areas of exposed soil.

Tree Protection Trust Fund Payment

Tree removal payment in lieu of replacement:

Fee: \$445.00 per 3” caliper replacement tree

Fee: \$585.00 per 4” caliper replacement tree

Suggested Tree Replacement Species

Please note: Tree Species may be subject to Homeowners Association (HOA) Approval. Contact your HOA for final species selection.

Canopy Trees

- Black Gum Tupelo
- Gumbo Limbo
- Hickory
- Live Oak, Highrise Oak, Cathedral Live Oak
- Loblolly Bay
- Longleaf Pine
- Red Maple
- Slash Pine
- Southern Magnolia
- Southern Red Cedar
- Sweetbay Magnolia
- Sweetgum (Rotundiloba-seedless)
- Sycamore
- Winged Elm

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Understory Trees

- Crepe Myrtle
- Dahoon Holly
- Eugenia - natives only
- Golden/Yellow Trumpet
- Holly - Eagleston
- Japanese Blueberry
- Japanese Privet (Ligustrum Japonica)
- Little Gem Magnolia
- Loquat
- Podocarpus - tree form only
- Queen's Crepe Myrtle
- Shady Lady Black Olive
- Walter's Viburnum - tree form only

Palms

Requirements: Two palms are required to replace one tree. Palms must have a minimum overall height of 15 feet at the time of planting.

- Bismarck Palm
- Canary Island Date Palm
- Royal Palm
- Ribbon Palm
- Royal Palm
- Sabal-Cabbage Palm



Form D1 - Affidavit of Ownership/Agent Authorization Form

Property Owner (Company or Individual): Click or tap here to enter text.

Mailing Address: Click or tap here to enter text.

Officer's Name and Title: Click or tap here to enter text.

Being first duly sworn, depose(s) and say(s):

1. That I am (we are) the owner's and record title holder(s) of the following described property legal description, to wit: Click or tap here to enter text.
2. That this property constitutes the property for which a request for (*Type of Application Approval Requested*): Click or tap here to enter text. is being applied for to Manatee County, Florida;
3. That the undersigned has (have) appointed and does (do) appoint Click or tap here to enter text. as agent(s) to execute any petitions or other documents necessary to affect such petition, including development review time extension requests; and request that you accept my agent(s) signature as representing my agreement of all terms and conditions of the approval process;
4. That this affidavit has been executed to induce Manatee County, Florida to consider and act on the foregoing request;
5. That I, (we) the undersigned authority, hereby certify that the foregoing is true and correct (Click on the plus (+) sign to add more owner names).

_____ / Click or tap here to enter text.
Owner's Signature/Print Title

STATE OF FLORIDA
COUNTY OF MANATEE

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ___ day of _____ (month), ___ (year), by _____ (name of person acknowledging) who is personally known to me or who has produced _____ (type of identification) as identification.

Signature of Notary Public – State of Florida
(Print, Type or Stamp Commissioned Name
Of Notary Public to the Left of Signature)