



CITY OF DUNNELLO
TREE REMOVAL PERMIT

Tree City
USA

Applicant Information:

Parcel Number: _____ **Acres:** _____ **Permit Number:** _____
www.pa.marion.fl.us (Assigned by City)

Property Owner: _____ **Date:** _____
Business Name (if commercial): _____ **Type:** Commercial Residential
Address: _____ **Zip:** _____
Phone: _____ **Cell:** _____ **Email:** _____
Location Address (if different): _____ **Zip:** _____
Contact Person if other than above: _____ **Phone:** _____

Tree Contractors working in city limits must complete the Business Tax Receipt (BTR) application and pay annual fee:

Contractor Name _____ **Phone:** _____
Complete Address: _____
Contractor Signature: _____ **Date:** _____ **BTR#** _____

Tree Removal Permit Application Checklist (Commercial and Residential):

- _____ Completed application. By signing the application, you grant access to the site for inspection during consideration of the permit application and subsequent to permit issuance for determination of compliance.
- _____ Payment of the applicable permit fee.
- _____ Legal description and/or parcel identification number associated with of the property.
- _____ Name, phone number, and address of the property owner. If the property owner does not have local contact information, a local agent is required.
- _____ Where an agent is authorized to apply for a tree removal permit on behalf of the owner, a signed and notarized affidavit shall be provided, on a form provided by the City, to authorize the agent.
- _____ A tree survey or a sketch which is of a scale that will be directed by the City Administrator or designee. The tree survey or sketch shall identify each protected tree and each prohibited tree, indicate the DBH, and identify the species. Where protected trees are located in a group or a cluster, the survey or sketch may identify the tree group rather than individual trees, including the number of trees, the range of DBH, and the species within the group.
- _____ The tree survey or sketch shall identify protected trees to be retained, removed, and relocated and shall indicate that prohibited trees will be removed. When protected trees are proposed for relocation, the new location shall be indicated.
- _____ The tree survey or sketch shall show the location of all proposed or existing structures, parking areas, driveways, and other planned improvements.
- _____ Photographs of trees proposed to be removed shall be provided.
- _____ For parcels of two (2) or more acres, an aerial map shall be provided.

By signing below, I certify that I have read and understand the application and requirements for tree removal. If completed and signed by Contractor, a signed, notarized letter of authorization from the owner is included.

Property Owner Signature: _____ **Date:** _____

NOTE: Failure to secure a permit may result in fines in accordance with City Tree Code, Section 74-74.

Site Plan Sketch

Permit No. _____

**Indicate North

FOR CITY USE ONLY

Approval Yes No _____
Provide Specific Code Section(s) and Reason for Determination

City Staff Signature: _____ Effective Date*: _____

*Approved permit shall be valid for a period of up to six (6) months from the effective date. The permit may be renewed one time for a period not to exceed six (6) months. A stand-alone tree removal permit shall be valid only so long as any conditions of approval continue to be met. Failure to meet permit conditions will require that the Code Enforcement Officer issue a Stop Work Order and rescind the permit.

Full code is available at the City's website, www.dunnellon.org, City Code, Chapter 74 Vegetation, Article III, Trees; and more specifically, Sec. 74-64. – Stand-alone permit requirements not associated with site plan or plat approval procedures.