



Planning Department 444 SW 2nd Avenue, 3rd Floor, Miami FL - 33130

Tree Permit Checklist

Standalone (No Construction)

If you are submitting a request for this application type, the below documents and/or plans are required to be submitted to meet the Planning Department's minimum requirements.

Document Type	Special Notes/Comments	Required/Optional
Letter of Intent	Letter from the owner or owner's authorized representative stating the reason for the proposed tree work.	Required
Property Survey or Site Plan*	Depict location of existing structure(s), property boundaries, adjacent roads and the location of all existing trees with their species, height and Diameter at Breast Height (DBH). Include disposition of each tree (remove, relocate, remain).	Required
Tree Replacement Plan*	May be applicable for trees that require replacement. This is determined during the review process.	Optional
Certified Arborist Report	May be applicable for trees that require more detailed information. This is determined during the review process.	Optional

*Plans/drawings for a tree permit unrelated to construction shall be drawn to scale and can be prepared by the owner or owner's authorized representative.