



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

Tree Permit Checklist

Sub-Tree Permit (New 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
Tree Boundary Survey (Signed and Sealed by licensed Surveyor) *	Must be no older than 12 months at the time of submittal. Base Building Line required.	Required
Tree Disposition Plan*	Identify and list all existing trees and specify the condition and disposition of each tree (remove, remain, relocate). Superimpose all proposed construction on this plan.	Required
Tree Replacement/Landscape Plan*	Depict all proposed construction, new location of relocated trees and new trees. Provide tree replacement calculation.	Required
Tree Protection/Planting/Maintenance Details*	Identify all trees to remain on site with the adequate tree protection and protection barriers. Include planting details for new trees and 1-year guarantee.	Required
Certified Arborist Report (less than 3 months at time of submittal)	Assessment on all existing trees with the trees' specifications (condition, species, size, root ball etc.) Relocation specs. if applicable, along with Tree Protection and Critical Root Zone data	Required

*All plans shall be prepared by and bear the seal of a registered Landscape Architect currently licensed in the state or by persons authorized by F.S. ch. 481 to prepare landscape plans or drawings. Plans for single-family or duplex properties shall be drawn to scale and can be prepared by the owner or owner's authorized representative.