



CHARLOTTE COUNTY TREE PERMIT APPLICATION

Select from the following: Tree Preservation Tree Removal Authorization Memorandum of Exemption of Fees No Tree Affidavit

Job Address: _____ Parcel ID _____

Lot Number: _____ Property Type: Residential _____ Commercial _____ Check all that apply: Individual Trees _____ Lot Clearing _____

Contractor or Owner/Builder: _____ Contractor License #: _____

Mailing Address: _____ Phone: _____ Email: _____

1. Tree Preservation: Will any trees be preserved on site? Yes _____ No _____

I certify that _____ (number) of trees on the above-described property and indicated on the attached Tree Site Plan are to be preserved/protected as per the methods set forth in Charlotte County Buffers, Landscaping, and Tree Requirements, Section 3-9-100.

An approved barricade inspection must be obtained in order to receive credit for tree preservation. To request a barricade inspection, call (941) 743-1205. A final inspection may be conducted by staff to ensure compliance with all of the applicable permit conditions.

2. Tree Removal Authorization: Will any trees be removed from the site? Yes _____ No _____

I request that _____ (number) trees on the above-described property and indicated on the attached Tree Site Plan are to be removed utilizing the Tree Removal Authorization and Exemptions as per Charlotte County Buffers, Landscaping, and Tree Requirements, Section 3-9-100. Non-exempt trees must be listed on the Tree Removal Fee Calculations form page 2. Indicate reason for removal:

-----AND-----

3. Memorandum of Exemption of Fees:

I certify that _____ (number) trees requested to be removed above and indicated on the attached Tree Site Plan are exempt from removal fees as per the Charlotte County Buffers, Landscaping, and Tree Requirements, Section 3-9-100.3(h). Indicate reason for removal:

-----OR-----

4. No Tree Affidavit: There are NO TREES CURRENTLY LOCATED ON SITE. (Use affidavit below)

Signature of Applicant Printed Name of Applicant

State of Florida, County of _____ The foregoing instrument was acknowledged before me, by means of physical presence or Online notarization, this _____ day of _____, 20____, by _____ who is personally known to me or who has produced _____ as identification and who did/did not take an oath.

Signature of Notary Notary's Printed Name Commission Number

Environmental Inspection*:	\$ 55.00
*Staff site review is cursory. Additional wildlife, wetlands, or environmental reviews may be required by state and federal agencies if protected species or wetlands are found onsite.	
*Required for all lot clearing applications. Property over 1 acre to be developed, a current protected species assessment and FLUCCS map must be provided.	
Single Family Residential Tree**:	\$ 70.00
Commercial /Multi-Family Tree**:	\$ 80.00
**Total # of caliper inches removed _____ x \$1.00 (Tree Removal Fee Calculations Page 2):	\$ _____
Total Fee:	\$ _____

I agree to assume full responsibility for the removal of said trees(s) and for compliance with all applicable County and State regulations regarding the proper disposal of brush and yard trimmings. Further, I will replace trees as required by the Charlotte County Code.

Applicant's Signature: _____ Date: _____

Authorized County Official: _____ Date: _____

Community Development



Zoning Division
18400 Murdock Circle, Port Charlotte, FL 33948-1094
Phone: (941) 743-1964
Fax: (941) 743-1598
www.charlottecountvfl.aov

Tree Permit Application

Affidavit of Applicant

I, the undersigned, being first duly sworn, depose and say that I am the owner, attorney, attorney-in-fact, agent, lessee or representative of the owners of the majority of the property described and which is the subject matter of the proposed application; that all answers to the questions in this application, and all sketches, data and other supplementary matters attached to and made a part of the application are honest and true to the best of my knowledge and belief. I understand this application must be complete and accurate before the application may be considered, and that if I am not the owner of the property, I have attached a notarized authorization from the owner(s) to submit with this application.

State of _____, County of _____

The foregoing instrument was acknowledged before me, by means of physical presence or Online notarization, this ____ day of _____ 20____, by _____ who is personally known to me or who has produced _____ as identification and who did/did not take an oath.

Signature of Notary

Signature of Applicant (or Agent)

Printed Name of Notary

Commission Number

Property Owner's Consent

I, _____, property owner of _____
(print name)

do hereby give _____ permission to file this application to allow the use of

this property for: _____

State of _____, County of _____

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization, this ____ day of _____ 20____, by _____ who is personally known to me or who has produced _____ as identification and did/did not take an oath.

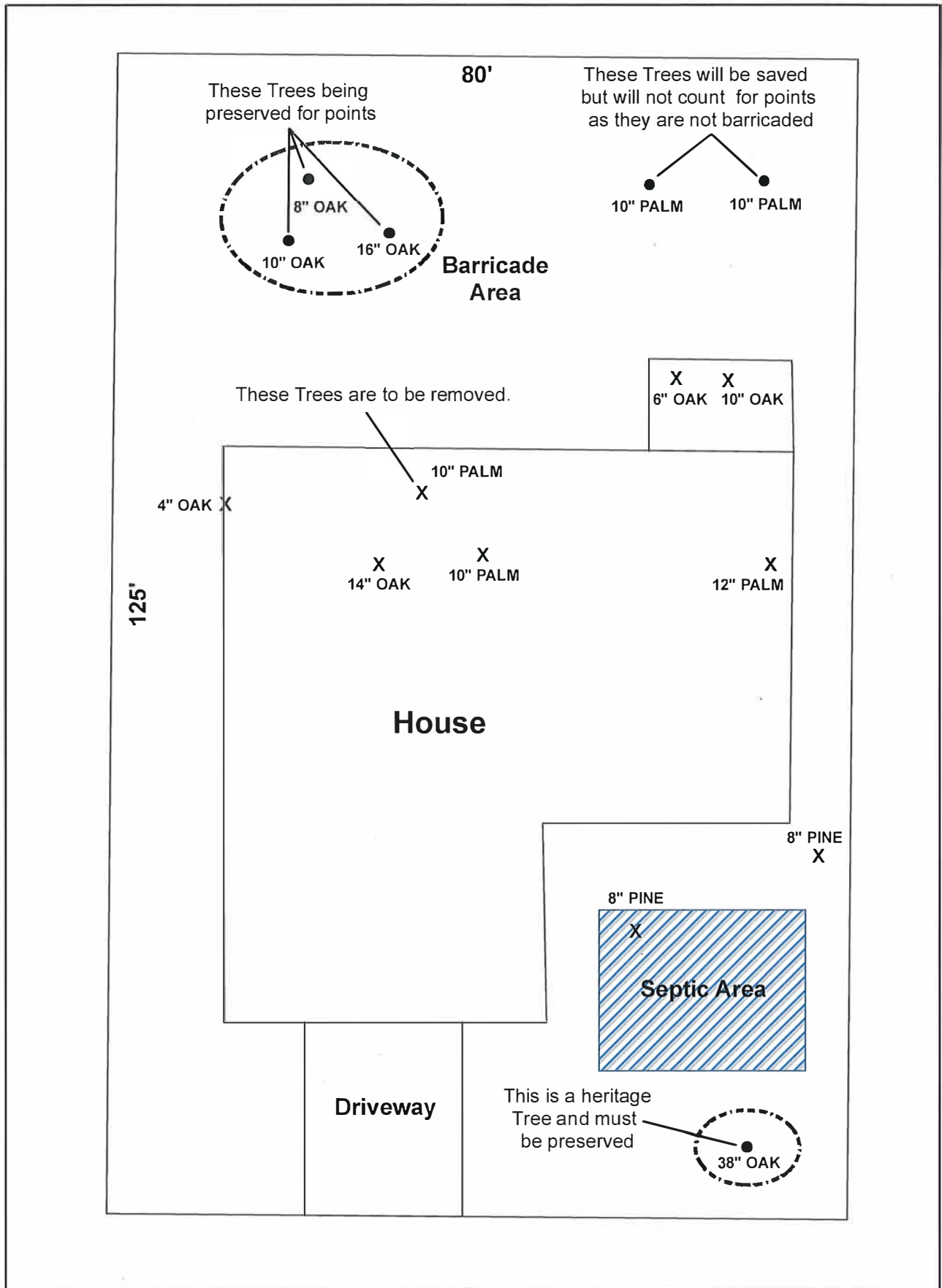
Signature of Notary

Signature of Owner

Printed Name of Notary

Commission Number

Tree Site Plan Example





Community Development Department

Zoning Division

18400 Murdock Circle, Port Charlotte, FL 33948-1094

Phone: 941.743.1964 | Fax: 941.743.1598

PlanningZoning@CharlotteCountyFL.gov

www.CharlotteCountyFL.gov

"Delivering Exceptional Service"

Affidavit for Accessory Structures

Property Address: _____

Owners Name: _____

Owner/Agent Signature: _____

I, the undersigned applicant, being first duly sworn, depose and say that I am the owner, attorney, attorney-in-fact, agent, contractor, lessee or representative of the owners of the majority of the property described and which is the subject matter of the proposed application; that all answers to the questions in this application, and all site plans, sketches, data and other supplementary matters attached to and made a part of the application are honest and true to the best of my knowledge and belief. Any costs, expenses, liens, lawsuits and liabilities that arise from the issuance of this permit regarding building location is the sole responsibility of the contractor and property owner. It is also understood that the County does not verify the final location of structures or their setbacks and that all structures must be located in compliance with required setback regulations, and that all permit and license requirements apply. Additionally, the structure covered by this affidavit shall be compliant with all county codes and regulations. If non-compliance is discovered, a code enforcement case may be opened and pursued. Under penalties of perjury, I declare that I have read the foregoing document and that facts stated are true, correct and in compliance with the applicable regulations. F.S.92.525

Please initial below where applicable:

Initials

Where a property survey is not available, all site plans, drawings or sketches must be drawn to scale and shall include all buildings, easements and setbacks. **Note: Real Estate Services may be contacted at 941-764-5588 for information regarding easements.**

Initials

The above-described property does not require the removal of any trees (four caliper inch or greater and/or installed for tree points) for the proposed accessory structure construction on occupied residential lots. **Note: If tree(s) need to be removed and/or lot clearing is required, please complete and submit a Tree Permit Application.**

Initials

Structures that do not require a zoning inspection, please check the applicable accessory structure below:

- | | |
|---|--------------------------------|
| Accessory structure under 250 sqft | Carport in Mobile Home Park |
| Boat Dock (Replacement ONLY) | Fence (excludes Baby Barriers) |
| Boat Lift (Natural Body of Water or Replacement ONLY) | Non-Structural Slab/Driveway |
| Canopy/Boat Canopy | Shed Under Carport |