

**CITY OF APALACHICOLA
TREE APPLICATION
REMOVAL OR ALTERATION OF PROTECTED TREE**

Applicant's Name: _____ (Please print)

Property Owner's Name: _____ Phone: _____

Property Address: _____ City, State, Zip: _____

General Contractor/Tree Contractor: _____ Phone: _____

Applicants Signature/Date _____ / _____

1. **Protected trees** – Enter the number of trees to be removed or altered (significant cutting of limbs and branches)

	4" to 16"	Greater than 16" to less than 35"	35" and larger (Patriarch Tree)
Bald & Pond Cypress			
Eastern & Southern Red Cedar			
Live Oak			
Longleaf Pine			
Pecan			
Sabal Palm			
Slash Pine			
Southern Magnolia			
Sycamore			
Water Oak			
Total			
Size is measured at breast height (4.5 Feet above ground surface)			

2. **Reason(s) for removal or alteration** (Mark all that apply with "X")

Owner's Private Property	
Removal: New Construction	Alteration: New Construction
Tree located within or too close to footprint of proposed new building or addition	Limbs and branches encroaching where structure is to be built
Removal: No New Construction	Alteration: No New Construction
Tree roots damaging building foundation or underground utilities	Limbs and branches rubbing on side or roof of building
Imminent hazard to property or human safety	Imminent hazard to property or human safety
Diseased or pest-infested tree	Diseased or pest-infested tree
Storm damaged tree (other than City declared emergency; e.g., lightning)	Storm-damaged tree (other than during City declared emergency; e.g., lightning)
Tree in decline (loss of vigor, poor growth, dieback of twigs & branches)	
City Property (City street right-of-ways adjacent to private property)	
Removal: Requested by Private Property Owner	Alteration: Requested by Private Property Owner (Significant cutting of limbs & branches)
Tree located where access to private property is proposed (driveway, etc.)	Imminent hazard to property or human safety
Imminent hazard to property or human safety	
Diseased or pest-infested tree	
Storm damaged tree (other than City declared emergency; e.g., lightning)	
Requested by City Department	
Interference with City utilities (e.g., water, sewer, stormwater) or Imminent Hazard	Growth encroaching on street or alley

3. **Please provide photos of proposed trees**
4. **Please attach a map with the following drawn to scale:**
 - a. Locations of the following:
 1. Lot boundaries
 2. Footprints of existing and proposed structures (principal structure, all accessory structures (garage, shed(s), etc.), driveways, parking areas, & walkways)
 3. Types & Diameters of protected trees (measured at breast height in inches)
 4. Protected trees that are proposed to be removed or altered

OFFICE USE ONLY

Permit Processing Fee (\$50.00 or \$100.00)	
Reforestation Fund	
Number of Trees 4" to 16" x \$25.00/Tree (Non Patriarch Trees)	
Number of Trees greater than 16" to less than 35" x \$35.00/Tree (Non Patriarch Trees)	
Non Patriarch Tree Total (\$250.00 Max per lot)	
Number of Trees 35" and larger x \$1,000.00	
Reforestation Fund Total	

Planning and Zoning Board (When Development plan is submitted):

Patriarch Tree _____ Non Patriarch Tree _____

_____ Approved _____ Denied

Reason for Denial: _____

 Chairperson, Planning and Zoning Board Date

Code Enforcement Officer, City Manager, or Designee decision (When no development plan is submitted)

Patriarch Tree _____ Non Patriarch Tree _____

_____ Approved _____ Denied

Reason for Denial: _____

 Code Enforcement Officer or Designee Date

 City Manager or Designee Date

TREE REMOVAL AND TRIMMING APPLICATIONS

The City of Apalachicola Tree Ordinance adopted in 2019, protects the following tree species on privately owned and City owned property: live oak, southern magnolia, sabal palm, slash pine, eastern and southern red cedar, longleaf pine, pecan, bald and pond cypress, sycamore, and water oak.

A copy of the new Ordinance and the tree removal and substantial alteration application is accessible through links on the Building Department webpage at www.cityofapalachicola.com

If you have any questions about the new requirements or the new application form, please contact Wilbur Bellew, Code Enforcement Officer by e-mail at wlbellew@cityofapalachicola.com and Cortni Bankston, Permitting and Development Coordinator by e-mail at cortnibankston@cityofapalachicola.com or by telephone at 850-653-1522.

FEES AND FINES

1. Administrative Fee - The City of Apalachicola will collect a \$50.00 application and processing fee. However, if the application is submitted after the tree is removed and the application is approved at that time, there will be an additional \$50.00 application and processing fee (Total of \$100.00).
2. Fines - If a **Non-Patriarch** tree is removed or altered prior to application submission or if an after-the fact permit for removal or alteration is denied, the applicant, property owner, and/or contractor are subject to a fine of up to \$500.00 per tree. If a **Patriarch** tree is removed or altered without the required approval, the applicant, property owner, and/or contractor are subject to a fine of up to \$25,000.00 per tree.
3. Reforestation Fund - The City of Apalachicola also collects a fee of \$25 or \$35 depending on size for each protected, non-patriarch tree removed by permit, but not to exceed \$250.00 per lot. The City of Apalachicola collects a fee of \$1,000.00 for each patriarch tree removed by permit. The fees collected will be deposited into the Reforestation Fund for the establishment and maintenance of tree in city parks, squares, and public right-of-ways