



**CITY OF MIAMI
PLANNING & ZONING DEPARTMENT
ENVIRONMENTAL RESOURCES DIVISION**

444 S.W. 2ND Avenue, 3th floor
Miami, Florida 33130
Telephone: (305) 416-1551

TREE PERMIT FREQUENTLY ASKED QUESTIONS

- 1. What is the intent and purpose of the Tree Protection Ordinance (Chapter 17 of the City Code)?**

The Ordinance is intended to preserve, protect, and enhance the City's tree canopy. The purpose is to assure that the design and construction of all development activity is executed in a manner consistent with the preservation of trees to the greatest extent possible.

- 2. Where are tree permit requests submitted?**

The applicant must come in person and submit to the Building Department located at 444 SW 2nd Avenue, 4th FL, Corridor A, Miami, FL 33130.

- 3. Are the Tree Permit Applications available online?**

Yes. The tree permit request must be completed on the Building Permit Application found here:

<http://www.miamigov.com/building/docs/DropdownForms/permitapplication.pdf>

- 4. Who can apply for a tree permit?**

The property owner or owner's authorized representative.

5. When is a tree permit required?

A tree permit is required prior to the removal, relocation, root pruning or trimming more than 25% of any tree, as defined by Chapter 17. A tree permit is also required prior to the removal, relocation, root pruning or trimming of any tree, plant or shrub located in any portion of the City of Miami's right-of-way.

6. What is a specimen tree?

A tree with any individual trunk or a multiple trunk tree, the sum of the diameter of the trunks having a diameter at breast height (DBH) of 18 inches or greater.

7. What is considered to be a tree or palm?

Trees shall be a minimum height of twelve (12) feet and have a diameter at breast height (DBH) of two (2) inches. Palms shall have a minimum height of sixteen (16) feet and diameter at breast height of six (6) inches, to be considered a tree.

8. Are shrubs and vines subject to tree permitting?

Vegetation (located within private property) which is defined as shrubs, hedges, vines, or ground covers are excluded from the tree permit requirements.

9. Is a permit required to remove a prohibited/invasive species tree?

Yes. Prohibited species may be removed after obtaining a tree removal permit. However, no fees will be assessed for the removal of a prohibited tree species

10. Is a permit required to plant on private property?

No. A permit is not required to plant on private property.

11. Does the removal of prohibited species require tree replacement / mitigation?

Prohibited trees may be removed without the need for tree replacement.

12. If a tree is dead or hazardous, will it require tree replacement / mitigation?

A Certified Arborist report may be required to confirm the condition of the affected tree(s). Upon review and determination by the department, trees that are dead or hazardous may not require tree replacement / mitigation.

13. What is “hat-racking”/ “topping” a tree? Is it legal?

The reduction of tree size using inter-nodal cuts without regard to tree health or structural integrity. “Hat-racking” and/or “Topping” is prohibited and is a violation of the Chapter 17 City Code.

14. Do existing trees that are proposed to be relocated on-site or to an approved off-site location require replacement?

Existing trees to be relocated do not require tree replacement because they are being preserved. Relocated trees will be inspected for general condition during the inspection for completion of the proposed work.

15. What are the fees for a Tree Permit?

The fees are \$12.00 per each affected tree. Affected trees may include trimming, removal or relocation. Please note these fees are subject to change.

16. How do I check on the status of my permit?

Status of a tree permit can be obtained by contacting the Environmental Resources Division or via the iBuildMiami Online Access by visiting <http://portal.miamigov.com/landmanagement>

17. Am I allowed to trim a portion of my neighbor’s tree that’s hanging over onto my property?

Yes. By law, you have the right to trim branches and limbs that extend past the property line, however, the tree requirements of Chapter 17 are applicable.

18. Does my tree permit require a final inspection?

Yes. To request the final inspection, the applicant shall call the number indicated on the permit card or the Environmental Resources Division at 305.416.1551. Permits expire after 180 days if no required inspections have been approved. If a permit expires before final inspections, it becomes null and void, and the project is in violation of the Code. If this is your case, please call our office, we'll help you activate the permit or apply for a completion permit with as little inconvenience as possible. Our interest is in seeing the project completed, including all final inspections and the protection of life and property.

19. Can I pay for my permit on line?

Yes. Upon the approval of a permit, permit fees can be paid via the City website at www.miamigov.com

20. Who do I contact to have a tree located in the right-of-way removed or trimmed?

Please contact the Environmental Resources Division at 305.416.1551 or the Public Works Department at 305.416.1200.

21. Who do I contact to report a possible tree violation?

Please contact the Department of Code Compliance at 305.416.2087 or 311

22. Can a tree permit be appealed?

Yes. The property owner, the applicant, or any aggrieved party having standing under state law, may appeal any decision of the department on matters relating to applications for tree permits. A written notice of appeal must be submitted to the Planning and Zoning Department, within ten (10) calendar days after the date of the intended decision.

23. How do I find out if a property has a tree permit?

Please contact the Environmental Resources Division at 305.416.1551 or visit our website at <http://portal.miamigov.com/landmanagement>