



# SANTA ROSA COUNTY DEVELOPMENT SERVICES – Planning & Zoning

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6051 Old Bagdad Highway, Suite 202 | Milton, Florida 32583

## Protected Tree Removal Permit Application

### Instructions:

Complete the application and submit along with a copy of the site plan, graphically indicating the type, size and location of all trees proposed to be removed as well as the type, size and location of all mitigation trees proposed to be planted (if required). Mitigation trees must be canopy species and must be at least two (2) inches in DBH when measured at 4 ½ feet above grade.

The fee will be calculated upon approval of the Protected Tree Removal application and will be due when picking up the approval package. There is a fee of \$25.00 per tree proposed to be removed.

### 4.07.00 LANDSCAPING AND BUFFERING REQUIREMENTS

#### 4.07.01 Generally

- G. Landscape Materials - Diversity of plantings should be strived for in all required landscape plantings, and in no case should one species constitute more than fifty percent (50%) of total planting on site. Landscaping shall utilize native species as recommended by the Florida Friendly Landscaping (FFL) program and the University of Florida. Landscaping shall not utilize any exotic vegetation which is likely to out-compete or otherwise displace native vegetation as identified in the Florida Exotic Pest Plant Council Invasive Plant Lists .
1. Installation – All landscaping shall be installed in a sound workmanship manner and according to accepted good planting procedures consistent with the details of the approved site plan or plat. Adequate wind and water erosion control measure shall be put into effect prior to commencing site alteration on each increment of a project.
  2. Plants whose physical characteristics may be injurious to the public shall not be specified in areas such as parking lots, along walkways, etc.
  3. Canopy tree species shall be a minimum of eight feet overall height immediately after planting with at least a two inch diameter measured at 4.5 feet above grade (DBH). To determine the DBH of multi-trunk trees, the DBH measurements for each trunk will be added together. Trees having average, eventual mature crown spread of less than fifteen feet may be substituted by grouping the same so as to create the equivalent of a fifteen foot crown spread. A grouping of three large growing palms will be the equivalent to one required canopy tree. All trees shall be located no closer than three feet from the edge of any designated planting area.

#### 4.07.05 Tree Protection

- A. Existing Single Family Residential – Santa Rosa County will not require a tree removal permit for the removal of a tree on a parcel that has an existing single family residential structure located onsite.  
Santa Rosa County chooses not to require residential tree removal permits for existing single family residential structures based on FS 163.045 with the exception of item “C” below.
- B. This section shall not apply to agriculturally zoned property or silviculture activity in an agriculture zoning district or silviculture activity that has a Florida Division of Forestry Management Plan.
- C. Within the Bagdad Historic Overlay Districts, any tree with a DBH of four (4) inches or more (measured 3 feet above grade) shall also require a Certificate of Appropriateness from the Bagdad Architectural Advisory Board.
- D. Permit Required – Protected or preserved trees shall not be removed or damaged without first obtaining a tree removal permit from the County. The Planning Director or their designee, shall review all plans for conformance with the tree protection and

landscape requirements of this Ordinance. Non-protected trees may be removed upon approval of a major land clearing permit per Section 4.08.01 or a minor land clearing permit per Section 4.08.00.

1. Residential tree protection requirements are limited to the following:
  - a. Heritage Trees 48 inches in diameter or greater at four and one half (4 ½) feet above grade (DBH) in areas of Santa Rosa County north of Yellow River including the Garcon Point Peninsula.
  - b. Heritage Trees 24 inches in diameter or greater at four and one half (4 ½) feet above grade (DBH) in areas of Santa Rosa County south of Yellow River.
  - c. Champion Trees defined by the University of Florida and the Division of Forestry, Florida Department of Agriculture and Consumer Services

**E.** For all Residential Subdivision Plats and Multifamily/Commercial Site Plans Development

In considering the applications for the removal of protected trees, the Planning Director or their designee, may exempt or approve such requests based upon the following standards:

1. The property owner obtains documentation from an arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect that the tree presents a danger to persons or property.
2. The applicant demonstrates that reconfiguration of the proposed development is impractical or infeasible based upon characteristics of the site, including site dimensions and topography, or
3. The location of the tree will constitute a hazard upon completion of development (i.e. traffic hazard, impair visibility at intersections or driveways, etc.); and the applicant demonstrates that such hazards cannot be avoided and such development is consistent with good engineering practices; or
4. The tree, if left on the site, will constitute a potential hazard to principal or accessory structures or adjoining structures or property as verified by a qualified specialist; or
5. The tree or its root system will interfere with or damage required infrastructure, including water and sewer lines and laterals and the applicant demonstrates that such impacts cannot be avoided and such development is consistent with good engineering practices; or
6. The tree is located in the area of the principal structure or would result in the loss of a buildable lot and the applicant demonstrates that such impact cannot be avoided and such development is consistent with good engineering practices. When designing the layout of a proposed development, all Heritage trees must be given special consideration over smaller protected trees and it must be specifically demonstrated and fully explained as to why the saving of a Heritage tree cannot be accomplished.
7. Champion trees shall not be removed unless specifically deemed to be a danger to the public by an arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect.

**F.** Tree Protection Performance Standards Required – Trees shall be protected as follows:

1. During development activity, protected trees shall be safeguarded from activities which may injure or kill them. Tree protection fencing shall be installed prior to any land disturbing activities within fifty percent (50%) of the drip zone of the protected tree, or one hundred percent (100%) of a Heritage tree, unless otherwise approved by Planning and Zoning Department. At no time shall materials, equipment, or construction offices be stored within this area.
2. When a protected tree must be removed or relocated, indigenous canopy trees shall replace it according to the mitigation table in this section. Trees shall be a minimum of eight feet overall height immediately after planting and be two (2) inches in DBH measured at four and one half (4 ½) feet above grade. Replacement trees must be selected from the Santa Rosa County List of Recommended Florida Friendly Landscape Plants.
3. A minimum of fifty percent (50%) of the area within the drip line of protected trees or one hundred percent (100%) of a Heritage tree, shall be maintained in either vegetative landscape material grading, filling, and ditching cannot take place within fifty percent (50%) dripline of a Heritage tree, but may not encroach any further to the tree base. This does not apply to single family residential lot.
4. Unless otherwise approved by the Planning Director, or their designee, grading filling and ditching cannot take place within the fifty percent (50%) dripline the protected tree, or one hundred percent (100%) of a Heritage tree. This does not apply to single family residential lot.

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5. If approved by the Planning Director, or their designee, pervious surface cover may be used within the drip line of protected trees but shall be limited to an area no closer than five (5) feet of the tree base. Pervious surface cover may be used up to the fifty percent (50%) dripline of a Heritage tree, but may not encroach any further to the tree base.
6. All pruning, limbing up or maintenance of any type of a Heritage tree within a multifamily, commercial or industrial development must be approved by Planning Director, or their designee. The approval request will require an original signed letter from a certified arborist or certified by the International Society of Arboriculture or a Florida licensed landscape architect stating the need for the alteration and the manor for which the work should be accomplished to ensure the continued health of the tree.
- G. The removal of protected trees that were previously required to remain per an approved site plan without first obtaining a permit from the County shall be considered a violation of this ordinance and the fee for the removal shall be \$500 per inch of mitigation required. This fee will be deposited into the County Tree Fund as found in Section 4.07.05.E.
- H. Protected Trees – The following trees are protected and require a permit for removal.

1. Small Trees at a diameter of four (4) inches and greater at four and a half (4 ½) feet above grade:

<i>Common Name</i>	<i>Genus/Species</i>
Flowering Dogwood	Cornus Florida
Loblolly Bay	Gordonia lasianthus
Atlantic White Cedar	Chamaecyparis thyoides
Redbud	Cercis sp.

2. Large Trees at a diameter of eight (8) inches and greater at four and a half (4½) feet above grade:

<i>Common Name</i>	<i>Genus/Species</i>
Hickory	Carva sp.
American Beech	Fagus grandiflora
Holly	Ilex sp.
Southern Magnolia	Magnolia grandiflora
Black Tupelo Gum	Nyssa sylvatica11
Tupelo Gum (water gum)	Nyssa aquatica
White Oak	Quercus alba
Swamp Chestnut Oak	Quercus michauxii
Live Oak	Quercus virginiana
Bald Cypress	Taxodium distichum
Pond Cypress	Taxodium ascendens
Sand Live Oak	Quercus geminate

3. Heritage Tree – Any living tree with the exception of identified invasive species of special protected status, 48 inches in diameter or greater at four and one half (4 1/2') feet above grade (DBH) in areas of Santa Rosa County north of Yellow River including Garcon Point and 24 inches in diameter in areas of Santa Rosa County south of Yellow River.
4. Champion Tree – A living tree measured to be the largest specimen of its species in the state as recorded in the champion tree registry of the University of Florida and the Division of Forestry, Florida Department of Agriculture and Consumer Services.

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- I. Protected Tree Mitigation\_- As noted in Section 4.07.04.B.2, when a protected tree is removed, indigenous canopy trees shall replace it. The total diameter of such replacement trees shall be determined based on the following Mitigation and Credit Schedules:

Tree Mitigation Schedule

<b>Diameter of removed tree at 4 ½ feet above grade</b>	<b>Mitigation Requirements Measured at 4 ½ feet above grade</b>
4" – 12"	3" DBH
12.1" – 18"	4" DBH
18.1" – 24"	5" DBH
24.1" – 30"	6" DBH
30.1" – 36"	7" DBH

One additional inch of mitigation will be required for each additional 6" or fraction thereof of diameter beyond 36".

All healthy trees which are preserved shall received credit for the tree planting requirements according to the following schedule:

Tree Credit Schedule

<b>Diameter of preserved tree at 4 ½ feet above grade</b>	<b>Credit</b>
4" – 12"	2" DBH
12.1" – 18"	3" DBH
18.1" – 24"	4" DBH
24.1" – 30"	5" DBH
30.1" – 36"	6" DBH

One additional credit can be obtained for each additional 6" or fraction thereof, of diameter beyond 36". Credits for the protection and preservation of native shrubs, hedges and ground cover can be established by the Planning Department.

To determine the total amount of tree inches to be planted for mitigation of protected tree removal, first determine the required mitigation inches using the Tree Mitigation Schedule. Next, determine the number of inches credits using the Tree Credit Schedule. Subtract the caliper credits from the required mitigation inches to determine the total inches in DBH of trees to be planted.

Mitigation can be achieved by planting multiple trees of varying diameter until the mitigation requirements are met. Mitigation trees must meet the minimum size requirements found in Section 4.07.04.D.

- J. Payment in lieu of Mitigation –The Tree Mitigation Fee shall be \$130.00 per inch of mitigation required.

Tree mitigation fees will be deposited into the County Tree Fund and may be used for the purposes of purchasing, planting and maintaining trees on public property. Funds may also be used for the creation of landscape plans involving the planting of trees on public property, and for any other tree conservation or planting activity approved by the Board of County Commissioners.

- K. Incentives - The Planning and Zoning Department may grant limited administrative variances to the requirements of this Ordinance to accommodate the protection of existing trees. Examples of requirements that may be varied administratively include: number of required parking spaces, landscape requirements, and perimeter buffer width.

For single family residential subdivisions, the developer will have the option of *mitigation fees* in lieu of meeting the tree protection requirements.



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## Protected Tree Removal Permit Application

**\*\* For Official Use Only \*\***

Application No.	__ -- TR -- __	Date Received:	_____
Fee: \$25.00 per tree proposed to be removed:	\$ _____	Receipt No.:	_____
Zoning District:	_____	FLU Designation:	_____

**Property Owner Information:**

Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant Information:**

Check here and skip this section if the Applicant is the Property Owner. Otherwise, complete this section and provide appropriate authorization from the Property Owner giving the Applicant the authority to pursue development approval (i.e. power of attorney, sales contract, etc.)

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Project Information:**

Parcel Number(s): \_\_\_\_\_

\_\_\_\_\_

Scope of Work (attach additional pages if needed or note on the plan): \_\_\_\_\_

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**Acknowledgement and Authorization:**

By my signature hereto, I acknowledge that deliberate misrepresentation of information related to this application will be grounds for denial, reversal, or revocation of any approval of this application. I do hereby authorize County staff to enter upon my property at any reasonable time for purposes of site inspection.

\_\_\_\_\_  
Applicant Name & Title (Type or Print)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

**For Lots outside of the Bagdad Historic Overlay District and for which protected trees are being proposed to be removed:**

1. Please list any of the following species of small trees that are a minimum of four (4) inches at four and a half (4 ½) feet DBH.

Common Name	Genus/Species	Quantity (total)	Sizes ( if various sizes, give number of each size)
Flowering Dogwood	<i>Cornus Florida</i>		
Loblolly Bay	<i>Gordonia Lasianthus</i>		
Atlantic White Cedar	<i>Chamaecyparis Thyoides</i>		
Redbud	<i>Cercis sp.</i>		

2. Please list any of the following species of large trees that are a minimum of eight (8) inches at four and a half (4 ½) feet DBH.

Common Name	Genus/Species	Quantity (total)	Sizes( if various sizes, give number of each size)
Hickory	<i>Carva sp.</i>		
American Beech	<i>Fagus grandiflora</i>		
Holley	<i>Ilex sp.</i>		
Southern Magnolia	<i>Magnolia grandiflora</i>		
Black Tupelo Gum	<i>Nyssa sylvatica</i> 11		
Tupelo Gum (water gum)	<i>Nyssa aquatica</i>		
White Oak	<i>Quercus alba</i>		
Swamp Chestnut Oak	<i>Quercus michauxii</i>		
Live Oak	<i>Quercus virginiana</i>		
Bald Cypress	<i>Taxodium distichum</i>		
Pond Cypress	<i>Taxodium ascendens</i>		
Sand Live Oak	<i>Quercus geminate</i>		

Note: The above list of Protected trees is located in the Santa Rosa County Land Development Code Chapter 4, Section 4.07.05.H

**For Lots located within the Bagdad Historic Overlay District please see the Bagdad Certificate of Appropriateness Application.**

**Calculate Mitigation Requirements:**

Complete the following tables to calculate the required tree mitigation, if any. If tree mitigation is required, provide a site plan graphically indicating the type, size and location of all mitigation trees to be planted. Mitigation trees must be a canopy species and must be at least two (2) inches in diameter when measured at four and a half (4 ½) feet DBH.

Caliper of the tree to be removed when measured at 4 ½ feet DBH	Replacement value per the LDC	Total Number of Protected trees to be removed as demonstrated on a tree survey	Replacements Caliper (value x total number of trees removed)	Total to be planted in caliper inches
4" – 12"	3" DBH			
12.1" – 18"	4" DBH			
18.1" – 24"	5" DBH			
24.1" – 30"	6" DBH			
30.1" – 36"	7" DBH			
➤ 36.1"	One inch is required for each additional 6" of diameter beyond 36.1"			
➤				<b>Removal Total:</b>

**Credit Table**

Caliper of the tree to be protected when measured at 4 ½ feet DBH	Credit Value per the LDC	Total Number of healthy trees to be protected as demonstrated on the tree survey	Credit Caliper ( value x total number of trees to be protected)	Total credit of existing plant material
4" – 12"	2"			
12.1" – 18"	3"			
18.1" – 24"	4"			
24.1" – 30"	5"			
30.1" – 36"	6"			
>36.1"	One inch is required for each additional 6" of diameter beyond 36.1"			<b>Credit Total:</b>

Mitigation Total (total = \_\_\_\_\_) minus – Credit Total (total + \_\_\_\_\_) = Total replanting required \_\_\_\_\_

**The total value of replanting is the caliper total required on the site prior to final inspection. This caliper total is in addition to other planting requirements of the Land Development Code.**