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SITE PLAN/TREE SURVEY GUIDELINES AND SPECIFICATIONS

At the discretion of the Department of Regulatory and Economic Resources, Division of Environmental Resources Management (DERM), Tree and Forest Resources Section, a site plan/tree survey may be required with the submittal of tree removal/relocation permit applications for properties with less than ten (10) trees, prior to tentative or waiver of plat approvals, prior to administrative site plan reviews (ASPR), or prior to scheduling of public hearings (included but not limited to: ZAB, BCC, DIC, DRI) on zoning matters.

Site plan/tree survey is mandatory when applying to remove and/or relocate ten (10) or more trees and may be required for properties that have ten (10) or more trees present. The site plan/tree survey must include all trees with a diameter at breast height (DBH) of three (3") inches and greater or trees with an overall height of twelve (12') feet and greater located on the property.

All site plans/tree surveys required by DERM must contain the following information:

1. Location and identification number of all trees on sketch of survey that has been signed and sealed/prepared by either a landscape architect or an engineer registered in the State of Florida. Tree surveys must be superimposed on a site plan or provided at the same scale as the site plan or provided at the same scale as the site plan to allow for overlaying.
2. A separate key in table format that provides:
 - (a) The identification number of each tree
 - (b) Scientific/common name of each tree
 - (c) Diameter at breast height (DBH) of each tree
 - (d) Each tree's canopy diameter or square footage
 - (e) each tree must be labelled as to remain, to be removed or to be relocated
3. If trees are to be relocated, the following should also be included:
 - (a) Current location of each tree to be relocated
 - (b) Proposed location of each relocated tree
 - (c) DERM, Tree and Forest Resources Section, Tree Relocation Plan Form