

## **INFORMATION NEEDED FOR RESIDENTIAL STAND-ALONE TREE REMOVAL PERMITS**

### **For lots located within:**

- Unincorporated Volusia County
- Note: Stand-alone tree permits will not be issued within the Class II overlay zone

### **Information on Stand-Alone application:**

- Check stand-alone Tree Removal Permit
- Fill out Property Information completely, including street address, tax parcel number, zoning classification, and parcel size.
- Complete Tree Removal Information – if requesting 1 tree per 1,000 sf check Yes, if not No
- Complete Property Owner, Contractor, Biological Consultant or Arborist Information
- Signature(s)
  - Applicant Signature Dated
  - If you are not the property owner or the designated authorized agent, you must have the owner complete the attached “Notarized Authorization of Owner”.
  - If owner’s name is not shown in Property Appraiser system and/or if property has transferred within the last six (6) months, applicant must provide a copy of the recorded warranty deed
  - Agent/contractor is not required to be licensed

### **Information with application:**

- See back of application for complete list of required submissions
- Boundary survey
  - No more than five (5) years old
  - Any copies must be to scale
- Tree survey click [here](#) for specific requirements
- Site plan to scale showing zoning setbacks, all protected trees with species and DBH noted, areas to be cleared, and location of tree barricades to be installed on site
- The Land Development Fee Schedule is available at [Fee Schedule](#)
- If paying by corporate business check, cashier’s check, or money order, make payable to County of Volusia

### **Additional processing information:**

- Application form is available online at [Residential stand-alone tree permit application](#)
- Submit to: Permit Center, 123 W. Indiana Ave., Room 203, DeLand, FL 32720
- Registered users can also submit applications on Connect Live at [www.connectlivepermits.org](http://www.connectlivepermits.org)
- Applicant is responsible for marking lot corners, and ensuring that corner markers are intervisible, before the initial tree inspection can be performed.
- Tree barricades must be installed around the drip lines of all trees to be protected on site. Please click [here](#) to see how to properly install tree protection. Tree inspections must be approved by Environmental Permitting staff before a permit will be issued
- If there are questions, please contact Environmental Permitting at (386) 736-5927 x 12093