



CITY OF BOYNTON BEACH
DEVELOPMENT DEPARTMENT | PLANNING & ZONING DIVISION 100
E. Ocean Avenue • Boynton Beach, FL 33435 • (561)742-6000 • PZMailbox@bbfl.us

LANDSCAPE PERMIT APPLICATION FORM

		Application Date: _____
1. PROPERTY OWNER INFORMATION	2. WORK LOCATION	
Owner's Name: _____ Address: _____ City: _____ State _____ Zip _____ Phone: _____ Fax: _____ Email: _____	Job Address: _____ Subdivision: _____ Parcel ID #: _____	
3. APPLICATION TYPE & DESCRIPTION OF WORK		
Tree and Palm ☐ Relocation ☐ Removal ☐ Replacement ☐ Canopy Replacement ☐ Payment In-Lieu of Replacement Reason for this Application: _____ Description of Work: _____		
4. APPLICATION CERTIFICATION AND ACKNOWLEDGEMENT		
Application is hereby made to obtain a permit to perform work and installation as indicated. Applicant certifies that no work or installation has commenced prior to issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. This permit does not assure compliance with Homeowners Association's rules, regulation and/or deed restrictions. Applicant is advised to obtain approval from the Homeowners Association before improving any property. NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities, such as water management districts, state agencies, or federal agencies. WARNING TO OWNER: Failure to record a notice of commencement may result in paying additional fee for improvements to the subject property. A notice of commencement must be recorded and posted on the job site prior to inspection. If intent on obtaining financing, consult with a lender or attorney before commencing work or recording your notice of commencement. FEE: \$50 application fee plus \$25 per removal of each tree or palm and \$25 per relocation of each tree or palm. Fees are due prior to permit issuance, non-refundable or non-transferable.		
5. AGENT / APPLICANT / CONTRACTOR INFORMATION		
Agent / Applicant: _____ License No.: _____ Company Name: _____ Address: _____ City: _____ State _____ Zip _____ Phone: _____ Email: _____		
6. AGENT AUTHORIZATION FORM & OWNER CONSENT FORM		
Please provide original signed forms		
7. AGENT / APPLICANT / CONTRACTOR SIGNATURE		
Name (Print): _____ Signature: _____ Date: _____		

8. LIST TO BE COMPLETED BY APPLICANT *

Tree/Palm # Identified on Plan/Survey	Botanical Name	Common Name	Caliper in inches for Tree / Clear Wood or Clear Trunk in feet for Palm	Relocated	Removed	Protected

* Please add a separate list as needed.

9. SUBMITTAL REQUIREMENTS

- A tree survey, tree management plan, mitigation plan, condition assessment including photos (good, fair, and poor), or combination thereof, as part of an application submission shall be provided. Such submittals shall be prepared by an arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect.
- A signed and sealed landscape plan is required unless it is waived by the Director of Planning and Zoning.
- If irrigation work is required, a Building Permit shall be submitted to the Building Division in conjunction with this application.

10. REPLACEMENT

Replacements shall be provided on-site, or payment in-lieu made to the Tree Canopy Trust Fund, as defined in *Table 4-1-a Replacement*, *Table 4-1-b Canopy Replacement*, or *3. Payment In-Lieu of Replacement* of Part III, Chapter 4, Article I, Section 4.C. Mitigation of Existing Trees and Palms.

11. EXPIRATION and INSPECTION

Approval of the Landscape Permit is valid for a period not to exceed six (6) months from the date of issuance. If the scope of work covered by this permit is not commenced within this time period, the permit shall expire and be automatically cancelled. Inspection shall be approved prior to expiration (Part III, Chapter 2, Article II, Section 5.C.9. Expiration).

13. PAYMENT IN-LIEU OF REPLACEMENT

Upon determining that replacement of removed or to be removed trees or palms is not feasible due to the lack of available planting space, the Director of Planning and Zoning may allow the applicant to meet all or part of the replacement for trees or palms by paying into the Tree Canopy Trust Fund an amount of money according to the payment in-lieu schedule as defined in this application.

The payment shall be made prior to permit approval.

- a. A payment in-lieu of replacement for tree removal shall be calculated based on caliper measurements, as provided in the table below.

Tree with a condition rating scale equal to or greater than fair: \$250 per caliper inch
- Example 1: Payment for a tree with 8.5 caliper inches is \$2,125 (8.5 X \$250). - Example 2: Payment for a tree with 21 caliper inches is \$5,250 (21 X \$250).
Trees with a condition rating scale of poor: A payment in-lieu of replacement shall be calculated at 80% of the above scale.

- b. A payment in-lieu of replacement for palm removal shall be calculated based on determination of palm canopy, as provided in the table below.

Palm with a condition rating scale equal to or greater than fair: \$600 for a small canopy palm and \$1,200 for a large canopy palm.
- Example 1: Payment in-lieu of removed canary island date or royal palm: \$1,200 - Example 2: Payment for cabbage palm or Montgomery palm is \$600.
Palm with a condition rating scale poor: A payment in-lieu of replacement shall be calculated at 80% of the above escalating scale.

- c. If trees are removed before obtaining authorization for removal, and the value of the removed tree(s) or palm(s) cannot be determined from any remnants, such value shall be calculated based on canopy areas in square feet (sq.ft.) determined by using aerial photography; photos; or review of a tree survey. A payment in-lieu of replacement for removed trees and palms shall be calculated, as provided in the table below.

Table 4-1-d Payment In-Lieu of Replacement for Removed Tree(s) and Palm(s)

Removed tree(s): \$750 per 100 sq. ft. of a tree canopy area but no less than \$750 per a tree
- Example 1: Payment for 452 sq. ft. of a tree canopy area is \$3,390 (4.52 X \$750) - Example 2: Payment for 78.5 sq. ft. of a tree canopy area is \$750
Removed palm(s): \$600 per 60 sq. ft. of a palm canopy area but no less than \$600 per a palm
- Example 1: Payment for 218 sq. ft. of a palm canopy area is \$2160 (3.6 X \$600) - Example 2: Payment for 62 sq. ft. of a palm canopy area is \$600

- d. A payment in-lieu of replacement for a specimen tree shall be calculated, as provided in the table below.

Table 4-1-e Payment In-Lieu of Replacement of Removed Specimen Tree

\$500 per caliper inch, or \$750 per 100 sq. ft. of the tree canopy removed, and additional payment \$1,000 per tree in addition to mitigation or to a payment in-lieu for a removed specimen tree.
