Tree Removal Permit Application
City of Southport, North Carolina

FEE: $25.00 for Improved Lot, $50.00 for Unimproved Lot

1029 N. Howe St, Southport NC 28461
Planning & Inspections
www.southportnc.org
Phone 910-457-7961 Fax 910-457-7957

Please complete the following form and attach required documentation as appropriate. Form must be completed before a permit can be issued. A copy of mitigation requirements as well as a listing of recommended trees for planting can be obtained from the City Planning & Inspections office.

Permit #: __________________________ Date: __________________________
Applicant: __________________________
Mailing Address: __________________________ City: ___________ State: ___________
Email: __________________________ Phone: __________________________
Property Owner: __________________________ Phone: __________________________
Site Address: __________________________ Parcel ID: __________________________
Subdivision/Development: __________________________ Zoning District: __________________________
Square Footage of Lot: __________________________

Property Type: ☐ Single Family Residential ☐ Unimproved Residential Lot ☐ Commercial

Tree Removal Request (Mark all that apply): ☐ Regulated Hardwood ☐ Regulated Conifer ☐ Specimen Tree
☐ Tree on Public Right of Way

Proposed trees to be removed: (Include quantity, species, size, and condition)
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Reason for Tree Removal: ________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
Proposed Tree Mitigation/Retention: (All proposed mitigation trees are to be planted 30 days after tree removal (already existing single family houses) or prior to certificate of occupancy. 

________________________________________

________________________________________

Estimated Canopy Coverage After Mitigation: ____________________________________________
(Using Canopy Coverage at Tree Maturity, 40 % Required)

Exception Requested?  Y  N

Reason for Exception? _________________________________________________________________

Exception Approved?  Y  N

Reason: ________________________________________________________________

Tree Removal Permit Checklist:

- A legible copy of your plat, survey, or site plan that clearly denotes the sizes of and which regulated trees will be removed as well as proposed trees and sizes to be planted to mitigate tree removal.
- Photograph of existing tree to be removed (or photograph of lot to be developed).
- A completed copy of this application.

APPLICANT SIGNATURE: ___________________________ DATE: ___________________________

APPROVED BY: ___________________________ DATE : ___________________________

Zoning Administrator
TREE REMOVAL PLAN

All trees proposed to be removed and planted must be drawn below or on a copy of the plat or survey for the property. This drawing must be submitted with the permit application.