

KEY WEST TREE COMMISSION
RESOLUTION NO.2021-0001

A RESOLUTION OF THE TREE COMMISSION OF THE CITY OF KEY WEST, FLORIDA, RECOMMENDING THAT THE CITY COMMISSION APPROVE AN AMENDMENT TO CHAPTER 110 OF THE CITY OF KEY WEST CODE OF ORDINANCES ENTITLED "RESOURCE PROTECTION" BY AMENDING SECTION 110-323 ENTITLED "APPLICATION" TO PROVIDE FOR AN APPLICATION FEE FOR APPLICATIONS TO THE TREE COMMISSION AND URBAN FORESTRY MANAGER; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; PROVIDING FOR ANNUAL FEE ADJUSTMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 90-487 (b) of the Code of Ordinances allows the City Commission to establish fees, charges and expenses imposed by the Land Development Regulations by resolution; and

WHEREAS, there are currently no fees attached to Tree Commission applications or Urban Forestry Manager reviews; and

WHEREAS, the creation of a fee schedule is necessary to help the Urban Forestry Division review applications for compliance to the Land Development Regulations in a timely manner; and

WHEREAS, the Tree Commission finds that an amendment to the Code of Ordinances is necessary to ensure that costs associated with implementing the Land Development Regulations are borne by those parties deriving the benefit of such services; and

WHEREAS, the Tree Commission finds the proposed fees are commensurate with anticipated costs; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF KEY WEST,
FLORIDA:

Section 1: That the proposed Tree Commission and Urban Forestry
Manager Fee Schedule (attached "Exhibit A"), are hereby approved.

Section 2: That the fees shall increase by 5% annually, to
become effective upon passage of the Ordinance by the City
Commission, and each year thereafter, until or unless amended by
Resolution to the City Commission

Section 3: That this Resolution shall go into effect
immediately upon its passage and adoption and authentication by
the signature of the Presiding Officer and the Clerk of the Tree
Commission

Passed and adopted by the Key West Tree Commission at a
meeting held on this 7th day of September 2021.

Authenticated by the presiding officer and Clerk of the
Commission on 8th day of September, 2021.

Filed with the Clerk September 8, 2021.



MISHA McRae, CHAIRMAN

ATTEST:



CHERYL SMITH, CITY CLERK



**PROPOSED TREE COMMISSION AND URBAN FORESTRY MANAGER FEE
SCHEDULE, CITY OF KEY WEST, FLORIDA•**

1300 White Street • Key West, Florida 33040 • 305-809-3725 • www.cityofkeywest-fl.gov

Application Type	Fees
Tree Commission Permitting	
Residential Staff Approval application base fee	\$ 20.00
Multifamily/Condo/HOA Staff Approval application base fee	\$ 30.00
Commercial Staff Approval application base fee	\$ 40.00
*add for each Palm rootball removal (per palm)	\$ 10.00
*add for each Palm trunk maintenance trim (per palm)	\$ 5.00
*add for Palm transplant (per palm)	\$ 5.00
*add for palm permit trimming using spikes	\$ 10.00
*add for each dicot tree-maintenance trim (per tree)	\$ 25.00
*add for each dicot tree transplant (per tree)	\$ 20.00
*add for each dicot tree removal-Tree Commission Review (per tree)	\$ 50.00
*add for Emergency Permit Processing (flat fee-no per tree/palm fee)	\$ 30.00
Permit Extension: reissuance of permit w/new number (flat fee)	\$ 50.00
Permit for Approved Development Plans (flat fee)	\$ 30.00
Permit Close out Inspection (each inspection-flat fee)	\$ 10.00

Fees Not To Exceed a Total of \$100.00 for Residential, \$150 for Multifamily/Condo/HOA, and \$200 for Commercial Applications

Development Plan Landscape Plan Review	
Basic Plan review/Pre-Application Conference	\$ 100.00
Major and Minor Development Plan Reviews:	
Conceptual Plan Review Approval-Base Fee	\$ 400.00
*add for each palm removal (per palm)	\$ 20.00
*add for each dicot/canopy and palm transplant (per tree/palm)	\$ 25.00
*add for each dicot/canopy tree removal (per tree)	\$ 30.00
Final Landscape Plan Review Approval-Tree Commission Flat Fee	\$ 300.00
Final Landscape Plan Review Approval-Staff Approval Flat Fee	\$ 150.00
Landscape Inspection (each inspection)	\$100.00
Right of way Review	\$ 50.00

CITY OF KEY WEST, FLORIDA • TREE COMMISSION AND URBAN FORESTRY MANAGER
 FEE SCHEDULE

Building Permits Application Review Fee – Based on Construction Cost

Costs less than \$2,500	\$ 25.00
Costs \$2,501 - \$15,000	\$ 50.00
Costs \$15,001 - \$25,000	\$ 75.00
Costs \$25,001 - \$50,000	\$ 100.00
Costs more than \$50,001 – \$350.00 plus \$35.00 per additional 20,000 or fraction of	

Additional Fees

Endangered Species Assessment Reviews	\$ 200.00
Enforcement Case Processing Fee	\$ 250.00
Close out inspection	\$ 50.00
Environmental Assessment and Biological Reviews (per hour)	\$ 60.00

All Fees Will be Double for All After The Fact Projects

All Fees are Non Refundable