

PUBLIC NOTICE CHECK LIST

APPLICANT'S RESPONSIBILITY

(Circle One) TRE / BLD -

MAILED NOTICE

Participating Neighbors (all property owners within 250-feet of the subject property and dated variance/buffer notice map upon which the list is based, obtained from the Hillsborough County Property Appraiser's office or via its official website/Web-based GIS service). Please note that the list received from the Hillsborough County Property Appraiser cannot be produced more than six (6) months prior to the date of the filing for the pending application.

- **Mailed by "certificate of mailing" through the United States Post Office (receipt submitted with the Affidavit of Compliance)**

Participating Organizations (all organizations registered at www.tampagov.net/ldc)

- **Mailed by "certificate of mailing"** to the address of the authorized representative of the participating organization.

SUBMITTAL OF AFFIDAVIT OF COMPLIANCE (Exhibit C)

- **Submitted to: Development & Growth Management, 1400 N Boulevard, Tampa, Florida 33607 or uploaded in the Accela system.**
- Affidavit attachments, must include:
 - The certificate of mailing to the property owner and/or participating neighbors;
 - The ad valorem tax rolls used for providing notice to property owners and/or participating neighbors. The official list of property owners and dated variance/buffer notice map upon which the list is based, obtained from the Hillsborough County Property Appraiser's office or via its official website/Web-based GIS service, shall be considered the most current tax roll, so long as the list has been produced no more than six (6) months prior to the date of the filing for the pending application;
 - A copy of the mailed notice letter; and,
 - The list of participating organizations which were provided good neighbor notice, including the mailing address and authorized representative.

I reviewed and understand the above requirements for public notice.

APPLICANT SIGNATURE

DATE

Application for Hazardous Grand Tree Removal

City of Tampa
Development & Growth Management Dept
1400 North Boulevard
Tampa, FL 33607
(813) 274-3100, Option 4



Application Number: _____

GOOD NEIGHBOR NOTICE FOR PARTICIPATING ORGANIZATIONS/ NOTICE TO PARTICIPATING NEIGHBORS

PUBLIC NOTICE

Date : _____ Parcel Address: _____

Tree Species

Tree Size (DBH)

Tree Location on Property

Dear Participating Neighbor (Property Owner) or Participating Organization:

Please be advised that the Natural Resources Coordinator has received a request for the above-described Hazardous Grand Tree Removal application and has determined that the tree is HAZARDOUS, pursuant to City Code, Section 27-43.

As a surrounding property owner/participating organization, you may submit any comments, in writing, to the Natural Resources Coordinator at:

***City of Tampa
Development & Growth Management
1400 North Boulevard
Tampa, Florida 33607***

Pursuant to City Code Section 27-284.2.5(h), the Natural Resources Coordinator shall issue the tree removal permit within 15 working days of the Applicant filing the Affidavit of Compliance with the City.

APPLICANT/AGENT CONTACT INFORMATION

Applicant/Agent Name(s): _____

Applicant/Agent Phone No.: _____

Applicant/Agent email address: _____

Applicant/agent (signature): _____

Print: _____

Application for Hazardous Grand Tree Removal

City of Tampa
Development & Growth Management Dept
1400 North Boulevard
Tampa, FL 33607
(813) 274-3100, Option 4



Application Number: _____

AFFIDAVIT OF COMPLIANCE

Applicant Name(s): _____

"That I am (we are) the applicant(s) or agent(s) for the following described property:"

Parcel Address (List all): _____

"That this property constitutes the property for which a hazardous grand tree removal permit is requested according to Application Number:"

Application Number: _____

"That attached is a copy of the postmarked Certificate of Mailing receipt for notice (s) to participating neighbors within 250 feet of the subject parcel and a copy of the notice mailed out, which notice(s) were mailed on:"

Date Mailed: _____

"That attached is a copy of the notice mailed to participating organizations as defined by the City of Tampa regulations, which notice(s) were mailed on:"

Date Mailed: _____

"That the Original List (property owners with addresses & legal descriptions) and Parcel Notice Map, all as generated by the Hillsborough County Property Appraiser, and list of participating organization(s) is attached and made a part of this Affidavit."

Signature (owner/agent): _____

(Print): _____

Signature (owner/agent): _____

(Print): _____

Sworn to and subscribed on this date: (Enter date here): _____

Identification or personally known: _____

Notary Signature: _____

Commission Expiration (Stamp or date): _____