



Development Services
 424 3rd Avenue West
 Prince Rupert, BC, V8J 1L7
Phone: (250) 627 0957 **Fax:** (250) 627 0979
Email: customer.service@princerupert.ca

APPLICATION FOR TREE CUTTING AND REMOVAL PERMIT

Municipal Act Chapter 290 – Part 29 – Tree Cutting Permits - 978

DATE RECEIVED: _____

APPLICANT Name: _____
 Address: _____
 Phone #: _____ Email: _____
 Location of Trees: _____

(Sketch plan must be attached showing trees with respect to homes, roads, etc.)

Is this tree on: City Property Private Property
 Does this tree affect other neighboring properties?: Yes No
 If yes, provide addresses: _____

(Signed agreement of all above-listed neighbors must be attached to this application.)

REASON FOR REMOVAL:

CONTRACTOR/PERSON REMOVING TREES:

Name: _____

FOR OFFICE USE ONLY PENDING APPROVAL

I hereby grant permission for the specified trees to be removed subject to the attached conditions. This Permit will be deemed to expire 30 days after the date of issuance.

Date of Issuance: _____ Date of Expiry: _____

Director of Operations or Designate **Permit #:** _____ *(once approved)*



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Tree Cutting and Removal Permit Conditions:

1. BC Hydro and CityWest Telecommunications Company must be contacted regarding trees in proximity to hydro or telephone lines.

All tree cuttings must be removed from the site and either used for firewood, etc., or disposed of at the Landfill site.

2. No holes or other unsafe conditions are to be left where tree(s) stood previously. Temporary barricades are to be used when necessary.
3. Removal or topping of a tree over 100 mm (4 inches) in diameter, or from a height over 3 m (10 ft.) at the cut, shall be done by a registered faller with liability insurance and W.C.B. coverage.

Please provide Faller/Company Name: _____

Insurance Company: _____

Phone: _____ Email: _____

Insurance Policy No.: _____ WCB No.: _____

4. The remaining stump of a topped tree shall be painted with a tar preservative or other appropriate coating.
5. All adjacent property owners or others who might benefit from the tree(s), as a privacy buffer must be contacted and their agreement (in writing) to the proposed work, be attached to this application.
6. No tree is to be reduced in height by more than 3.5 m (12 feet).
7. The Operations Department must be notified immediately prior to the start of the work. Inspections will be at the City's convenience. The Applicant is expected to strictly adhere to the conditions of this permit. Failure to do so may result in a **Stop Work Order** or significant fine.

Applicant's (Owner) Signature: _____

Date: _____



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APPLICANT:

I have read the conditions of this permit and understand that I may only remove those trees designated by the Director of Operations or his designate. I understand that this permit may be revoked if I fail to follow the instructions of the Director of Operations, or if problems arise from the issuance of this permit. If I opt to have another party remove the trees on my behalf, it is my responsibility to ensure that the conditions of this permit are met. It is my responsibility to clean up the area after the trees are removed. I hereby accept all liability for and save the City of Prince Rupert harmless from the consequences of any of my activities on City property.

Signature of Applicant

Application Cost (\$25.00) Receipt # _____ Agent: _____

Application Permit #: _____ (pending approval)

DSD AGENT to ENTER IN VADIM: MS ENG/ENGINEERING MISCELLANEOUS/ \$25.00

THIS APPLICATION IS NOT TO BE CONSIDERED AS A PERMIT AND DOES NOT AUTHORIZE THE COMMENCEMENT OF WORK

Once approved:

First page to be PHOTOCOPIED and provided to applicant as proof of permit approval.