



**Development Services**  
 424 3<sup>rd</sup> Avenue West  
 Prince Rupert, BC, 1L7  
 Phone: (250) 627 0950 Fax: (250) 627 0979  
 Email: [engineering.requests@princerupert.ca](mailto:engineering.requests@princerupert.ca)

**APPLICATION FOR TREE CUTTING AND REMOVAL PERMIT**

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

DATE RECEIVED:		PERMIT #:
Applicant Name:		
Address:		
Phone #:	Email:	
Location of Trees:		
Sketch plans or aerial map must be attached showing trees with respect to homes, roads, etc.		
This tree is on: <input type="checkbox"/> City Property <input type="checkbox"/> Private Property		
Does this tree affect other neighboring properties? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, provide addresses:		
Signed agreement of all above-listed neighbors must be attached to this application.		
REASON FOR REMOVAL:		

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

**FOR OFFICE USE ONLY**

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

Application Fee \$25.00 MS ENG      Receipt # \_\_\_\_\_ Clerk \_\_\_\_\_



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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 WCB coverage.

Faller / Company Name: _____	
Insurance Company: _____	
Phone: _____	Email: _____
Insurance Policy No.: _____	WCB No.: _____

4. 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.
5. No tree is to be reduced in height by more than 3.5 m (12 feet).
6. 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.

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.

\_\_\_\_\_ Date: \_\_\_\_\_  
 Applicant’s (Owner) Signature: