



Application for a Permit to Injure or Destroy (a) Tree(s) on Private Property

Address of Tree(s) (Subject Property)		
Street Number:	Street Name:	Unit Number:

Registered Owner of Subject Property		
Last Name:	First Name:	
Mailing Address:	City:	Postal Code:
Phone Number:	Email:	

Applicant Information (The City will communicate with this person regarding this application)		
Applicant is: <input type="checkbox"/> Owner (same as above) <input type="checkbox"/> Agent <input type="checkbox"/> Arborist <input type="checkbox"/> Contractor <input type="checkbox"/> Other: _____		
Last Name:	First Name:	
Mailing Address:	City:	Postal Code:
Phone Number:	Email:	

Owner's Authorization of the Applicant to Act on Their Behalf (If applicable)	
I (Owner): _____ Authorize (Applicant): _____ to act and sign on my behalf with respect to this application and the subject property as listed above.	
Signature of Owner (or Authorized Signing Officer if Owner is a Company)	Date

Additional Information	
Are there currently any other development applications under review for the subject property? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If YES please indicate the application type (e.g. Building Permit, Site Alteration Permit, Committee of Adjustment, Pool Permit, Other):	

Fees (non-refundable)	
Exemptions for Dead, Dying or Hazardous Trees – Free. Attach photograph or other documentation confirming condition of tree. Note that if the condition is questionable it must be verified by a Certified Arborist.	
Trees Requiring Permits: 1 tree – \$155 (+HST) 2 or more trees – \$155 (+HST) for first tree + \$55 (+HST) for each additional trees to a maximum of \$430 (+HST)	
Number of Dead, Dying or Hazardous Trees:	
Number of Trees Requiring Permits:	Total Fee: _____ +HST
Cheques and Money Orders should be made payable to the City of Richmond Hill. Cash, credit and debit are also accepted if paying in person at the City offices.	

Important Notices	
1. Submission of a permit application does not guarantee that a permit will be granted.	
2. All permit fees are non-refundable. In the event that a permit is refused your fee will not be returned.	
3. You may be required to plant replacement trees or pay a fee to facilitate replacement planting as a condition of a permit.	
4. It is the responsibility of the Applicant to relay all information related to this permit application to the Property Owner.	
5. This application form, the required fee and the associated arborist report must be submitted in person or by mail to the Park & Natural Heritage Planning Section on the 3 rd Floor of the City Offices at 225 East Beaver Creek Road in order to initiate the permit review.	

Consent for Inspection	
I consent and agree to allow designated City staff onto my property for the purpose of conducting inspections related to this application.	
Signature of Owner or Authorized Agent	Date
Print Name:	

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An **Arborist Report** submitted in support of this application must be completed by a Certified Arborist and must include the following information:

- A drawing of the site illustrating the location of the subject tree(s). (Note that if subject trees are close to the property line the City may require that their location be accurately identified by a land surveyor).
- Descriptions of the subject tree(s) including: species (scientific and common name), size (DBH), health (a general rating of poor, fair or good based on tree age, presence of disease, canopy structure, proportion of live wood, etc.), structural condition (a general rating of poor, fair or good based on the presence of cavities, decay, broken limbs/trunk, lean, root damage, form, etc.).
- An explanation as to the reason that each subject tree is proposed to be injured or destroyed.
- Recommended tree preservation measures for any other trees on the property which are within 6 metres of work zones.

A **Hazardous Tree** is a tree that is destabilized or structurally compromised to an extent that it presents an imminent danger of causing property damage or injury to life. A tree is not hazardous solely because it is located in close proximity to a building.

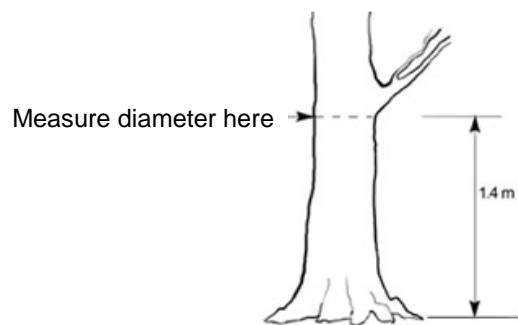
Please note that any of the following actions are considered to be **Injury** to a tree and require a permit:

- Removal of more than 25% of a trees canopy
- Digging, grading or filling within the Tree Protection Zone of any tree
- Soil compaction or installation of hard surface materials (e.g., interlock, asphalt, concrete) within a Tree Protection Zone of any tree

Tree Protection Zones

The Tree Protection Zone is measured as a radius from the edge of the tree trunk and is dependent on the trunk size of the tree measured as the diameter of the trunk 1.4 metres above the ground.

Trunk Diameter	Tree Protection Zone
< 10 cm	1.8 m
11-40 cm	2.4 m
41-50 cm	3.0 m
51-60 cm	3.6 m
61-70 cm	4.2 m
71-80 cm	4.8 m
81-90 cm	5.4 m
91-100 cm	6.0 m



Please use this space to provide a sketch of the subject property and identify the location of dead, diseased or hazardous trees or other information as necessary.