

TREE REMOVAL PERMIT APPLICATION

DATE SUBMITTED:

APPLICATION REQUIREMENTS
<input type="checkbox"/> Completed Application Form <input type="checkbox"/> Tree Removal Location Sketch <input type="checkbox"/> Owner’s Authorization Hazard Tree Assessment (If the tree is a hazard) <input type="checkbox"/> Tree Protection Plan and Report (in the case of tree disturbances) <input type="checkbox"/> Tree Plan Drawing and Report (if removal/disturbance is a component of a building, demolition or other development-related permit).
<p>Permit Fee Payment A non-refundable application fee of \$100.00 is required when applying for the removal of two or more trees within a given two calendar-year period and a refundable security deposit of \$700.00 per replacement tree is required prior to the issuance of the permit. For all parcels, two replacement trees must be planted and maintained for each tree cut or removed.</p> <p>APPLICATION AND PAYMENT MUST BE SUBMITTED TOGETHER, BY ONE OF THE FOLLOWING METHODS: IN PERSON: #201-660 Primrose Street, Qualicum Beach, BC - 9:00 am to 4:00 pm, Monday to Friday. MAIL: Town of Qualicum Beach, PO Box 130, Qualicum Beach, BC V9K 1S7</p>

APPLICANT INFORMATION	
Name	
Mailing Address	
Property Owner, if not the applicant	
Phone Number	Email

TREE REMOVAL APPLICATION ADDRESS
<p>Is the address entered above the same as the civic address of the parcel on which the tree cutting is proposed to occur?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No

<p>What is the civic address of the parcel on which the tree cutting is proposed to occur?</p>
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TREE REMOVAL DETAILS
<p>Rationale for Tree Removal Provide a brief statement explaining the purpose or rationale for the proposed tree-cutting removal or disturbance.</p>

<p>How many (if any) trees have been removed from the property since March 2023?</p>	<p>How many trees are you proposing to remove?</p>
<p>What is the species of the tree(s) that you want to remove?</p>	<p>What is the diameter at breast height (DBH) of the tree(s) you want to remove?</p>
<p>Tree Removal Location Sketch Please attach a sketch drawn to approximate scale identifying the following:</p> <ol style="list-style-type: none"> 1. The boundaries of the subject parcel 2. Any abutting streets, lanes, or public access rights of way 3. The location of existing buildings and structures 4. The location, species and diameter at breast height of those trees proposed to be cut, removed or disturbed. 5. For trees proposed for cutting or removal only, the location, species and DBH of proposed replacement trees (see Section 6 of the Town of Qualicum Beach Tree Protection Bylaw No. 725, 2023). 	
<p>Disposal Method <i>Please describe your proposed methods for disposal of wood waste and other debris.</i></p>	
<p>Completion Date <i>Please provide the proposed completion dates for the tree cutting, removal or disturbance.</i></p>	
<p>Hazard Tree Assessment <i>Is the Permit you are applying for regarding a hazard tree?</i></p>	
<p>Additional Information <i>Please provide any further information needed to adequately describe the nature and extent of the Tree Cutting, Removal or Disturbance operation.</i></p>	
<p>Replacement Trees You must plant two new trees for each tree you remove and pay the Town a deposit of \$700.00 per tree. What tree species are you proposing to replace the removed trees with?</p> <p>Please provide a sketch of the location on the property that you are proposing to plant the trees and submit it with your application.</p>	

PROTECTED TREE DISTURBANCE

Protected Tree Disturbance

Would the planned activities disturb the Protected Root Zone of one or more Protected Trees?

- Yes
 No

Required attachments in case of protected tree disturbance

Tree Protection Plan

- *Please attach a Tree Protection Plan prepared by an Arborist in accordance with Schedule "B" of the Tree Protection Bylaw No. 725 that documents the tree protection measures and best practices that will be followed by*

the applicant in order to minimize impacts from the proposed disturbance to the protected tree's health, condition and growing environment.

Protected Root Zones Marking

- *Please attach proof of a mark on the ground with paint, stakes or flagging of the Protected Root Zones of all Trees on the Parcel and from Trees located on adjacent properties that encroach into the applicant's Parcel within which activities are proposed to occur.*
- Yes**
 No

LAND PARCEL CIRCUMSTANCES

Land Parcel Circumstances

Is the parcel of land on which the Tree(s) stand the subject of an application for rezoning, subdivision, development permit, demolition permit or building permit?

Required attachments in case of land parcel circumstances:

- **Tree Plan Drawing and Report**
- *Please attach a Tree Plan Drawing and Report that describes and evaluates the existing tree resource and relevant site conditions and land-use (current or historical) in accordance with Schedule "B" of the Tree Protection Bylaw No. 725.*
- **Tree Protection Plan Drawing and Report**
- *Please attach a Tree Protection Plan Drawing and Report that indicates the following for each stage of construction (e.g. site servicing, demolition and building permit) in accordance with Schedule "B" of the Tree Protection Bylaw No. 725:*
 1. *Measures taken at the site planning stage to minimize loss of protected trees.*
 2. *Protected trees proposed for removal and retention.*
 3. *Measures proposed for the effective protection of trees proposed for retention, including the mitigation of development-related disturbance and additionally measures to restore or enhance the Tree habitat within the protected root zone of trees proposed for retention.*

APPLICANT SIGNATURE

- By signing below, you understand that any false or misleading information provided may result in the denial of your application. You also acknowledge that the [Town of Qualicum Beach Tree Protection Bylaw No. 725](#), governs the removal of trees within the Town and that any tree removal must comply with the bylaw's regulations and guidelines. Please ensure that all information provided is complete and up to date to avoid any delays or complications in the application process.
- Completion of this application form is not a guarantee that your application will be approved.

Name	Signature	Date
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Owner's Authorization, if applicant is not the owner

Name	Signature	Date
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Personal information on this form is collected under the guidelines of the Freedom of Information and Protection of Privacy Act ("FIPPA") and will only be used for the purpose of administering the Tree Removal Permit Application. Questions about this collection can be directed to the Corporate Administrator, Box 130, Qualicum Beach, BC or at 250-752-6921.