



County Tree Permit Application County Tree By-law 2516/24

This application is to injure or destroy a healthy and structurally sound County tree and must include:

- This application form completed in full.
- A copy of your County Tree permit fee receipt (see User Fees Schedule O).
- An Arborist Report completed by a Certified Arborist if required by the County.

Maintenance of County-owned trees such as tree planting, pruning (trimming), removal and stump grinding is the responsibility of the County. Applicants are encouraged to consult with forestry staff to determine if a tree is owned by the County; before undertaking any work on a County-owned tree; and before submitting a County tree permit application.

Tree(s) Address

Township:	Lot & Concession:
Address:	Number of Trees:

Registered Property Owner

Agent/Person in Charge of Tree Maintenance

Name:	Name:
Mailing Address:	Mailing Address:
Township:	Township:
Province:	Province:
Postal Code:	Postal Code:
Phone:	Phone:
Email:	Email:

Authorization:

I have read and understand the requirements of the County Tree By-law and the permit application procedures. I certify that the information provided is correct and indicates my intentions respecting the proposed work. I further agree that I will not undertake any tree maintenance until the County has issued me a County Tree Permit.

Signature of Owner:	Date:
Signature of Agent:	Date:

An Arborist Report may be required to be submitted with this application. The report shall prepared by a Certified Arborist and submitted in a digital Portable Document Format (PDF) format which includes the following information:

1. Title Page
 - a) Project name and number;
 - b) Project address;
 - c) Applicant's name and
 - d) Plan author's name, title, qualifications and company name; and
 - e) Date of the report and revision number.
2. Table of Contents
 - a) List of Tables;
 - b) List of Figures; and
 - c) Appendices List.
3. Introduction
 - a) Background about the project;
 - b) Site description including context map; and
 - c) Purpose of the report.
4. Methodology
 - a) Background information review, relevant policies and legislation;
 - b) How and when the field data was collected; and
 - c) Criteria for making tree management decisions.
5. Tree Inventory
 - a) Tree inventory table and map/technical drawing showing the individual trees.
6. Observations and Analysis
 - a) Analysis of the tree inventory;
 - b) Anticipated grading and construction impacts; and
 - c) Rationale for which trees must be protected, maintained and removed.
7. Recommendations
 - a) Tree maintenance timing, locations and procedures; and
 - b) Description of mitigation options and protective measures.
8. References
9. Appendices
 - a) Maps and Technical Drawings; and
 - b) Photo Documentation.