City of Richmond

Tree Removal Permit Application (Non-Development)

Building Approvals Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

To be filled out **COMPLETELY** by applicant **Date:** _____

I/We hereby make application for a Tree Cutting or Removal Permit to permit the proposed tree cutting and removal as described below on the following parcel:

Project Address: _____

Legal Description (available at City Hall)**:** Lot:_____ Section:_____ Plan No.:_____

Type, Height and Diameter of tree(s) to be removed:
(Diameter measured at 1.4m (4ft 7in) above ground, straight across the trunk of the tree. Trees 20 cm cal/8" or greater require a valid tree permit prior to removal.)

	Type/Species of Tree	Diameter (cm)	Approximate Height (m)
Tree #1			
Tree #2			
Tree #3			

☐ List attached for additional trees

Documents Included: Please check one.

☐ Air Photo with trees marked (supplied by staff)
☐ Site Plan (if related to adjacent development site)
☐ Other: _____
☐ Arborist's Report
☐ Letter of Authorization

Reason for tree removal: (Please check the box that best describes the situation)

☐ Interfering with structure/bldg
☐ Interfering with water/sewer/drains
☐ Construction on neighbouring property (site plan and survey required; builder should be applicant)
☐ Interfering with utility wires
☐ Dead or Dying
☐ Hazardous Tree *(*Hazard report from a Certified Tree Risk Assessor **must** be attached)*
☐ Other: _____

Permit will not be valid until it is picked up and signed. Please initial in box to indicate you have read and understand this. ☐

Please ensure there is access to the yard to inspect (i.e. dogs are inside, gates are unlocked).

PLEASE PRINT CLEARLY

Registered Owner(s): _____ _____ Tel. No.

Address (if different than above):_____ _____ Postal Code

If required:
Authorized Agent of Owner:_____ _____ Tel. No.

Signature of Applicant(s) or Agent:_____

We regret that we are unable to accept faxed, mailed or emailed applications at this time.

For Office Use	
Application Fee:	**Receipt No.:**
Permit No.:	**Letter of Authorization:**