



Office Use Only –
Erosion District Permit Req'd:
 No Yes
 PL _____

TREE CUTTING / PRUNING APPLICATION

This collection of personal information is authorized under the *Local Government Act*, Community Charter and Section 26(c) of the Freedom of Information and Protection of Privacy Act. The information will be used for processing this permit application. Questions can be directed to the District's Privacy Officer at: 1903 Mt. Newton X Road, t. 250-652-4444, e. municipalhall@csaanich.ca

Property

	Civic Address
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Owner

Owner Name	Telephone	Email
Address	City	Postal Code

*Applicant
(agent authorized by owner signature below)*

Company Name	Telephone	Business Licence #
Address	City	Postal Code
Contact Name	Cellular	Email

DO NOT SCHEDULE A TREE CONTRACTOR BEFORE OBTAINING YOUR PERMIT

Section 5 (3) of the Tree Management Bylaw allows for EMERGENCY removal of a high hazard tree BEFORE obtaining a permit: nothing in the bylaw or tree permit process delays you from removing a legitimate, immediate hazard - ask your Arborist.

Neither the granting of this tree cutting and/or pruning permit nor the approval of the relevant drawings and specifications by the District shall in any way relieve the Owner from full responsibility of carrying out the work or having the work carried out in accordance with the requirements of the Arborist's report and municipal bylaws.

Owner's Signature	Date
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Submission Requirements with this application:

- Rationale Letter with number of trees, types of trees, reasons for removal/pruning and support for application
- Application fee \$75

During the application review process the following additional information may be requested of you:

- | | |
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| <ul style="list-style-type: none"> <input type="checkbox"/> Land Title Search (within last 30 days) <input type="checkbox"/> Consent from Adjacent Property Owner (<i>if applicable</i>) <input type="checkbox"/> Certified Arborist Report <input type="checkbox"/> Geotechnical Engineer's Report on Slope Stability | <ul style="list-style-type: none"> <input type="checkbox"/> Tree Survey <input type="checkbox"/> Tree Protection Plan per Tree Management Bylaw <input type="checkbox"/> Permit Fees (noted below) |
|--|---|

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Hazardous Tree	\$0	
\$25 fee per tree requested for removal (<i>to a maximum of \$200</i>)	# of trees:	
Amendment to Tree Permit	\$75	
# of Replacement Trees Required		
\$500 surety for each replacement tree (<i>to a maximum of \$10,000</i>)	# of trees	
\$500 per tree cash-in-lieu of replacement trees required	# of trees:	
\$750 per tree cash-in-lieu for replanting District owned/managed Trees	# of trees:	

CENTRAL SAANICH HAS A NEW TREE MANAGEMENT BYLAW

Effective June 28, 2021

Looking to prune a tree?

Pruning of branches of any Permit Tree that are more than 10 cm (4") in diameter requires a tree permit unless the pruning is carried out by a certified arborist.

Looking to remove a tree?

You must submit a tree permit application if you are considering removing a permit tree. In some instances you may require an arborist report.

1. First, determine if the tree you want to remove is a *Permit Tree*. Even permit trees that are hazardous, dead or dying require a permit.

Permit trees include:

- a) Trees greater than 30 cm (12") diameter at breast height. To calculate diameter, measure the circumference of the tree at breast height and divide by 3.14; and,
 - b) Protected species:
 - Arbutus
 - Pacific Dogwood
 - Pacific Yew
 - Garry Oak
 - Shore Pine
 - Trembling Aspen, and;
 - c) Municipal trees, replacement trees, trees protected by a covenant or located within a development permit area, nesting trees and trees within the Erosion District or the Environmentally Sensitive Areas.
2. If you wish to remove a Permit Tree, you must first request and receive a tree cutting permit.
 3. If your property does not meet the Tree Density Target after tree removal, you will need to plant replacement trees. This will be determined at the permit review stage.

***Please see **Tree Bylaw** for further information at
<https://www.centalsaanich.ca/municipal-hall/resource-library-bylaws>***