



**City of  
Richmond**

## Tree Removal Permit Application (Non-Development)

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

www.richmond.ca

Tel: 604-276-4000

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)

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

List attached for additional trees

**Documents Included:** (Please check all that apply)

- Air Photo (supplied by staff)     
  Site Plan\*     
  Photos  
 Arborist's Report     
  Letter of Authorization     
  Other: \_\_\_\_\_

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

- Interfering with structure/bldg     
  Interfering with water/sewer/drains     
  Other: \_\_\_\_\_  
 Interfering with utility wires     
  Blocking site access  
 Hazardous Tree (*Hazard report from a Certified Tree Risk Assessor must be attached*)     
  Dead or Dying

*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:** \_\_\_\_\_

Please enclose with this application all information, documents and plans required by City of Richmond Tree Protection Bylaw 8057. **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: