

PERMIT APPLICATION FORM

TREE REMOVAL OR FELLING

PROCEDURE		
1) Complete this form; 2) Attach all documents required for the application (see reverse); 3) Submit your application to the Town Planning and Environment Department at the Town hall or by email; 4) Pay the applicable fees when the permit is issued (see reverse).		
WORK SITE LOCATION		
Address		Lot N°
Current use: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Mixed <input type="checkbox"/> Other: _____		
Waterfront property adjacent to a lake, watercourse or wetland: <input type="checkbox"/> YES <input type="checkbox"/> NO		
APPLICANT'S IDENTIFICATION AND CORRESPONDENCE ADDRESS		
Applicant's first and last name		
Postal address		Postal code
City		
Cell N°		Other phone N°
Email		
The applicant is the owner*: <input type="checkbox"/> YES <input type="checkbox"/> NO		*If not: JOIN A PROXY FORM
WORK DESCRIPTION		
Number of trees to be felled		
Location	<input type="checkbox"/> Front yard <input type="checkbox"/> Back yard <input type="checkbox"/> Side yard	
Diameter of trees to be felled		
Essence of trees to be felled	<input type="checkbox"/> Birch <input type="checkbox"/> Maple <input type="checkbox"/> Oak <input type="checkbox"/> Spruce <input type="checkbox"/> Fir <input type="checkbox"/> Pine <input type="checkbox"/> Ash <input type="checkbox"/> Other: _____	
Motive(s) for removal	<input type="checkbox"/> The tree is dead or has an incurable disease; <input type="checkbox"/> The tree is dangerous to public or private safety; <input type="checkbox"/> The tree can cause damage to public or private property; <input type="checkbox"/> The tree is a nuisance to the growth of nearby trees; <input type="checkbox"/> The tree must necessarily be felled as part of a planned construction authorized by the regulations presently in effect; <input type="checkbox"/> Other: _____	
Replacing the felled tree(s)	<input type="checkbox"/> Replacement of the felled tree(s) <input type="checkbox"/> Without replacement of the felled tree (s)	
Additional details useful to the understanding of the project: _____ _____		
Work start date (YYYY/MM/DD)	Work end date (YYYY/MM/DD)	Estimated cost

WORK EXECUTANT	
<input type="checkbox"/> Contractor (if checked, fill in the section below)	<input type="checkbox"/> Self-construction
Company name	Company phone N°
Company address	
Company email	RBQ License N°
REQUIRED DOCUMENTS	
<p>The required documents may vary depending on the type of project. Additional documents or information may be required when analyzing the application.</p> <p><input type="checkbox"/> A site plan identifying the position of the trees to be felled (you can use a copy of your location certificate);</p> <p><input type="checkbox"/> Photos showing the trees to be felled in their setting, and a visual of the problem(s).</p>	
PERMIT FEES (the permit is valid for six (6) months starting on the approval date)	
Tree cutting (residential)	\$0 OR \$10 / Tree cut down in front yard if not replaced
Tree cutting (non residential)	\$400

IMPORTANT

Please note that an incomplete application may delay the issuance of the permit.
The inspector will only process the application when it is complete, and all required documentation has been provided. The inspector on file reserves the right to request any other documents, quotes, reports, or plans needed in order to ensure compliance.

APPLICANT’S SIGNATURE	
<p>The undersigned states that the previous information is accurate, complete and undertakes to provide all documents required for the analysis of the present application. The undersigned also states that he or she is aware of the applicable municipal procedures and regulations currently in effect.</p> <p><u>Finally, the undersigned understands that this form does not constitute at any time, a permit or certificate of authorization allowing for construction to begin.</u></p>	
Applicant’s signature	Date (YYYY/MM/DD)

Updated – January 2022