

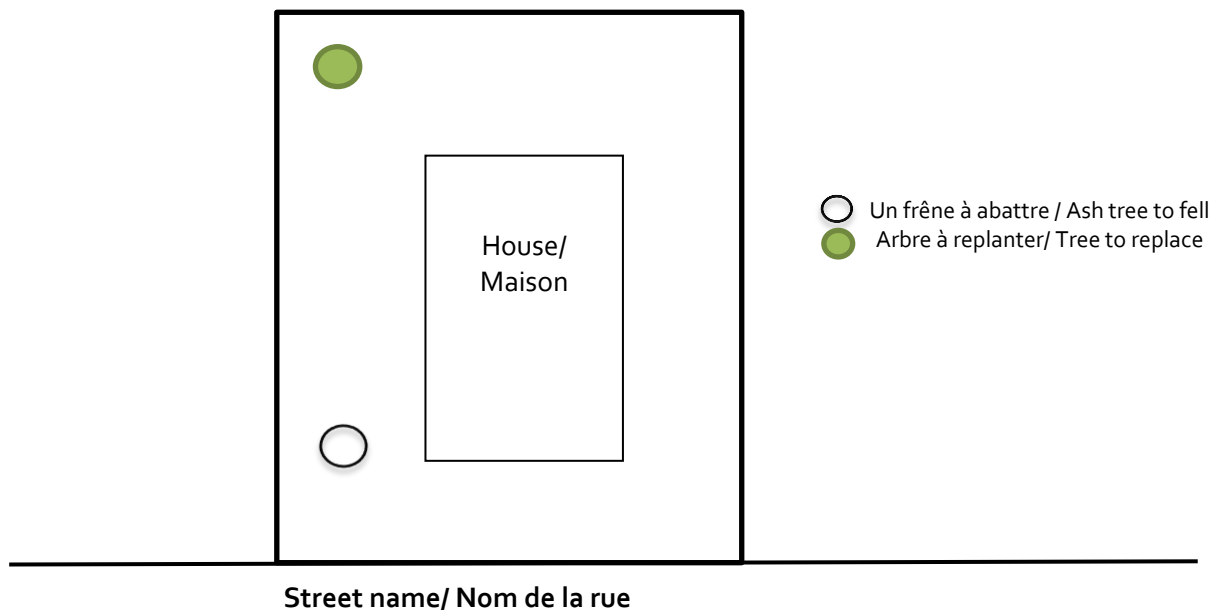


## TREE FELLING – DOCUMENT CHECKLIST

- ☐ 1- Form completed and signed by the property owner or their representative
- ☐ 2- A letter of authorization, if the applicant represents the owner
- ☐ 3- In case of co-ownership, a letter of authorization from the association of co-owners
- ☐ 4- A Site plan showing the location of the tree that is subject to cutting and a tree replacement plan  
The replacement plan is required for Ash trees (see the example plan at the bottom of the page)
- ☐ 5- Photos in color of the tree that is subject to cutting
- ☐ 6- If the tree looks healthy, and the felling is necessary for structure or disease reasons, submit an arborist report, indicating:
  - The location of the trees on the property and the tree that is subject to cutting
  - The reasons for the felling the tree
- ☐ 7- Applicable fees (10.00\$ per tree). In case of Ash tree, the permit fee is waived. (878 bylaw)

**Important:** Please be advised that we don't accept applications via email. Please gather all the required documents in an envelope and drop it off in the box located in front of the Public works building, at 300 Surrey.

### Example of site plan and tree replacement plan:



Please note that depending on the nature and complexity of the project, the Town of Baie d'Urfé reserves the right to require any other document necessary in order to establish a better understanding of the project and ensure its compliance with all applicable regulations.