



**TOWN OF VIEW ROYAL**  
Engineering & Parks Department  
45 View Royal Avenue  
Victoria, BC V9B 1A6  
Phone: (250)479-6800 Fax: (250)727-9551  
Email: [engineering@viewroyal.ca](mailto:engineering@viewroyal.ca)

## Tree Permit Application

Permit Application No. TP-\_\_\_\_\_

**Civic Address(es):** \_\_\_\_\_

**Property Type:** Single Family Dwelling      Multi-Family Dwelling      Commercial      Road Allowance

**Development (if applicable):** Approved DP/SUB/BP# \_\_\_\_\_

### Permit Requested (check all that apply)

Removal	Pruning	Work in Protected Root Zone
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### Owner Information

Names:

Mailing Address:

Email:	Tel:	Cell:
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### Applicant Information if different than Owner (attach agent authorization form)

Names:

Mailing Address:

Email:	Tel:	Cell:
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### Arborist/Tree Service Company Information

Business Name:	Business Tel:
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Contact Person Name:	Arborist CSA #:
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Email:	Cell:
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### Reason for Request (check all that apply)

1. Prune a Protected Tree

2. Work within:

- Covenant, watercourse, slope
- Protected Root Zone

3. Removal:

- Emergency
- dead/dying/diseased/hazardous
- infrastructure damage
- construction/development
- covenant, watercourse, slope

<b>Property Access Notes:</b>			
Locked gate	Dog(s)	Tenant	Other: _____

Trees to be removed/alterd as shown on attached drawing (use a separate sheet if more room needed)				
Tree #	Species	DBH (cm) (diameter at 1.3m from tree base)	Location (e.g. backyard)	Reason for Request (e.g. dead, dying, diseased)

Replacement Tree Plan as shown on attached drawing (2 trees for each tree removed)		
Tree #	Proposed Species	Location (e.g. backyard)

**Pursuant to Tree Protection Bylaw No. 1069, 2022:**

- Tree(s) must be tagged or flagged with a string/ribbon prior to Town assessment (\$100 fee for return visit).
- A Site Plan must be included showing property dimensions, structure locations, species and location of trees to be removed; proposed species and locations of replacement trees; species and location of other existing trees on the property species and locations; type and location of construction activities if appropriate. \*see Tree Protection Bylaw No. 1069, Sec. 5.3.2 for more information.
- Development/construction applications must include an arborist report/tree management plan, tree survey and replacement tree plan.
- Where applicable, attach agent authorization form, strata authorization letter and/or letter of consent from neighbouring owner of a shared tree (i.e. subject tree staddles property line).

<b>Owner/Agent Signature:</b>	_____
<b>Date:</b>	_____