



Infrastructure Services

474 South Fletcher Road, Box 340, Gibsons, BC V0N 1V0

Phone 604-886-2274, Fax: 604-886-9735

www.gibsons.ca

TREE REMOVAL PERMIT APPLICATION

Please read the *Tree Removal Permit Application Guide* before filling out this application form. If you have any questions or require assistance in filling out this form contact the Infrastructure Services Department. The processing of your application will be delayed if it is incomplete. Mail or deliver the completed application form, fee, plans and supporting material to the Town of Gibsons' Infrastructure Services Department and make your fee payable to the Town of Gibsons. Contact the Infrastructure Services Department or consult the *Rates, Fees and Charges Bylaw* for the current fee(s) prior to submitting your applications.

SECTION 1: DESCRIPTION OF PROPERTY

Address _____

SECTION 2: APPLICANT INFORMATION

Name _____
Address _____
City _____ Province/ State _____ Postal/Zip _____
Telephone _____ Cell _____ Email _____

SECTION 3: OWNER INFORMATION (if different from the applicant)

Name _____
Address _____
City _____ Province/ State _____ Postal/Zip _____
Telephone _____ Cell _____ Email _____

SECTION 4: PROJECT INFORMATION/REQUIREMENTS:

1. Reason for tree removal:

- Dead, dying, diseased or hazardous tree
- Development/Construction related
- Infrastructure Related
- Other

Please provide a statement of purpose and rationale for the proposed tree removal in the area below. Please use a separate page if more room is required.

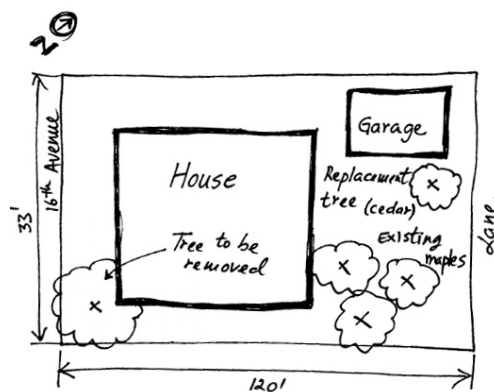
2. Trees to be removed: Please use a separate page if more room is required.

TREE #	SPECIES (COMMON NAME)	DBH * (cm)	LOCATION
1			
2			
3			

*DBH or Diameter at breast height: means diameter of the trunk of a tree at breast height (1.3m above the natural grade), except where the diameter of a tree having multiple stems 1.3m above the natural grade shall be the sum of 100% of the diameter of the largest stem and 60% of the diameter of each additional stem.

3. Please provide a SKETCH on a separate page, showing (see example below):

- The boundaries of the lot where the tree(s) is (are) located
- The location of existing buildings and structures
- The location, species and DBH* of protected trees to be removed
- the location, species and DBH* of protected trees to be retained and protected
- The location of significant topographic features or other important features
- The location of proposed tree protection barriers (to protect trees during construction)



How will drainage and erosion impacts be controlled (if applicable)?

How will noise and dust impacts be controlled (if applicable)?

What is the proposed method for disposal of wood waste and debris?

The proposed completion dates for tree removal:

ADDITIONAL INFORMATION

Based on the information provided, the Director of Infrastructure Services (Director) may also require:

- (a) A Tree Removal and Replacement Plan as detailed in the Tree Preservation Bylaw;
- (b) Where the tree removal is for a hazardous tree,
- evidence that the tree is in imminent danger of falling, as requested by the Director, or
 - a report prepared by a Certified Arborist certifying that the tree is dead, diseased, damaged or otherwise constitutes a physical hazard to persons or property.
- (c) Any further information that is determined to be necessary to adequately describe the nature and extent of the tree removal.

For the full list of documents that may be required, please refer to Tree Preservation Bylaw No. 1282, 2020 (Bylaw 1282) on the Town of Gibsons' website <https://gibsons.ca/tree-preservation-bylaw/>

SECTION 5: PERMIT APPLICATION FEES (NON-REFUNDABLE)

Description	Fee	Unit
Tree Cutting Permit Application Fee	\$50	Up to 3 Trees
- Each Additional Tree	\$50	Each Tree
Tree Cutting Permit Application Fee – Hazardous Tree	No Fee	

SECTION 6: REPLACEMENT TREES (if applicable)

	D.B.H.* of Protected Tree Removed	Number of Replacement Trees Required
Single Family Dwelling	20-30 cm	2
	30 cm or greater	3
All other lots	Any protected tree removed	2
Lots located in DPA 1 or 2	Any protected tree removed	3 Native Species
Hazardous Tree Removal	Any protected tree removed	0

All replacement trees to be in accordance with the requirements of Schedule "D" of Bylaw 1282, to the satisfaction of the Director.

Where the planting and maintenance of a replacement tree is required, the owner shall provide to the Town the security deposit of \$300 cash for each replacement tree to be planted and maintained.

If at any time the owner fails to comply with the provisions of Bylaw 1282 relating to the planting and maintenance of replacement trees, the Town may draw upon the security deposit to cover any costs of Town employees or contractors fulfilling the obligations of the owner.

The security deposit or portion remaining thereof, if any, shall be released to the owner 24 months after planting, provided the Director is satisfied the tree is in good health.

If, in the opinion of the Director, replacement trees cannot be accommodated on the subject lot due to site limitations, the Director may accept from the owner payment in lieu of an amount of \$300 into the Cash in Lieu Fund for each replacement tree not planted, for the future planting of trees on public land.

See Section 5.2 of the Bylaw 1282 for full replacement tree requirements.

SECTION 7: APPLICATION COMPLETION

(initial or check each of the following)

- I have completed all sections of this application form.
- I have included a statement of purpose and rationale for the proposed tree removal on a separate page (if applicable).
- I have included detailed drawings as required in Section 4 of this application form.
- I have included the additional documentation and reports (if required) in Section 4 of this application form.
- Owner listed on the title has signed the application.
- I have verified as to whether my property falls within Development Permit Area 1 or 2.**
- I have included the correct fee (contact the Town of Gibsons Infrastructure Services Department or refer to the Rates, Fees and Charges Bylaw if unsure of the correct fees).

Please note: your application will not be considered complete and cannot be processed unless it contains all of the information above. Please also review Bylaw 1282.

SECTION 8: OWNER'S CONSENT AND AUTHORIZATION

The undersigned owner/authorized agent agree to abide by the Bylaw 1282 and declare that the information submitted in support of the application is true and correct in all respects.

_____ Signature of Owner	_____ Signature of Other Owner (if applicable)	_____ Date
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NOTE: This is an application. Completing this form does not guarantee approval. Your application will be reviewed, and you will be contacted.

Tree Removal & Birds' Nests



The purpose of this bulletin is to advise builders, contractors and homeowners of wildlife protection requirements that may affect their development.

Please be mindful and familiarize yourself with the restrictions around vegetation pruning or removal, under the provincial Wildlife Act 1982, Federal Migratory Birds Convention Act, 1994 (MBCA) and the Migratory Birds Regulations (MBR).

The issuance of a Town Permit does not authorize you to undertake work that will contravene any of the above listed Acts or Regulations.

Active & Inactive Birds' Nests

BIRDS, EGGS AND NEST TREES ARE PROTECTED BY LAW.

The most active bird nesting season starts on March 15 and lasts until August 15 every year.

It is an offense under Section 34 of the Wildlife Act, 1982 to disturb or destroy an active bird nest. If you need to prune or remove a tree or other vegetation from your property you must ensure that there are no active bird nests in the vegetation.

If you do find an active nest, the vegetation must be left undisturbed until all the birds have left the nest.

Please note that the nests of an eagle, peregrine falcon, gyrfalcon, osprey, heron, or burrowing owl are protected under the Wildlife Act, regardless of nest activity (i.e. active or inactive).

You may be in contravention of the Provincial Wildlife Act if you remove trees during the nesting season. Therefore, we strongly recommend that you retain a Registered Professional Biologist to confirm nesting or the lack thereof on your site prior to removals.

For additional information, please contact the British Columbia Conservation Officer Service at 1-877-952-7277 or visit gibsons.ca/tree-removal.

Please note: This information is provided for convenience only and is not in substitution of applicable Town Bylaws or Provincial or Federal Codes or laws. You must satisfy yourself that any existing or proposed construction or other works complies with such Bylaws, Codes or other laws.

