



# REQUEST FOR A CERTIFICATE OF AUTHORIZATION FOR TREE FELLING



## Eligibility conditions and regulations - applicant's copy

### AUTHORIZED TREE FELLING

Over the whole territory, tree felling is permitted only in the following cases:

1. The tree is dead or in a state of irreversible deterioration;
2. A tree must be cut down when it could propagate a disease or if it is an exotic invasive species and, in such cases, it must be replaced;
3. A tree must be cut down when in a state of irreversible deterioration caused by disease, when a structural deficiency affects its solidity or causes damages to property. Does not constitute a serious damage the normal inconveniences inherent to the presence of a tree, including branchlets, leaves, flowers or fruit, the presence of aboveground roots, insects or animals, shade, unpleasant odors, sap exudates or honeydew and pollen;
4. The tree must be felled to allow for a public works project;
5. The tree is part of the clearing area. The clearing area, a space required to construct a structure or carry out works authorized by the present by-law, is a 5 meter strip around a main structure or a 2.5 meter strip around an accessory structure (the strip is calculated horizontally from the structure's wall or foundation). In the case of the renovation or replacement of a building's foundation, this strip is set at 5 meters. In the front yard, the tree is located in the parking or the loading and unloading areas, if it is impossible to relocate these areas in another treeless part of the property. For the application of the present paragraph, a sign is not considered as a construction. Furthermore, to obtain an authorization to cut down a tree located within 3 and 5 meters from the construction, the tree must be replaced.
6. The tree is located within a 2.5 meter strip around an existing main structure or within a 1.25 meter strip around an existing accessory structure or work (the strip is calculated horizontally from the structure's wall or foundation);
7. The tree is part of a woodlot or a forest cover of 4 hectares or more where silvicultural activities are authorized

### THE BY-LAW REGULATIONS (NON-EXHAUSTIVE LIST)

**By-law 448**, Chapter 7: Provisions Relating to the Protection and Enhancement of the Environment

**By-law 451**, Chapter 5

### IMPORTANT INFORMATION

- A certificate of authorization is required to fell any tree with a stem or trunk of at least 10 centimeters in diameter, as measured at 1.3 meters from grade.
- Allergies, aesthetics, fruits, flowers and leaves are not a valid reason for felling.
- The certificate will only be issued if the ISA certified arborist recommends felling the tree(s).

### DURATION OF THE CERTIFICATE OF AUTHORIZATION

The maximum timeframe for a tree felling intervention is three (3) months.

The certificate of authorization can only be renewed once, for a valid and acceptable reason, for a maximum time corresponding to half the timeframe indicated in the table. For a renewal, the applicant must submit a **written request** to the designated official a maximum of 30 days following the certificate's expiration, indicating the subject works and interventions as well as the reasons for the application.

In the case where the subject works or interventions have not been completed within the prescribed timeframe, a new certificate application must be submitted by the applicant.



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### PROVISIONS RELATING TO FEES FOR PERMITS AND CERTIFICATES

\$100 for 3 trees + \$25 per additional tree

\$25 if the applicant provides the professional report (forestry engineer or an ISA certified arborist)

(See regulation 451, division 7.1, article 7.1.1: Pricing for permits and certificates)

### IDENTIFY THE TREE(S)

Trees must be visibly identified with a ribbon around the trunk at the time of the request.

### REPLACEMENT OF A FELLED TREE

To be considered a replacement tree, the tree must have a stem with a minimum diameter of 2.5 centimeters, measured at 0.6 meters from grade. The tree must reach a minimum height of 5 meters at maturity. In the case of a conifer, the tree must have a height of at least 1.2 meters when planted and reach a minimum height of 2 meters at maturity.

### PROHIBITED PLANTING

Please consult by-law 448, Chapter 7, Article 7.1.9 for the list of prohibited planting for the Territory of Senneville.



# REQUEST FOR A CERTIFICATE OF AUTHORIZATION FOR TREE FELLING



*Form - To be completed and submitted to the Village of Senneville*

## IDENTIFICATION

### OWNER

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Town: \_\_\_\_\_  
 Postal code: \_\_\_\_\_  
 Telephone 1: \_\_\_\_\_  
 Telephone 2: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

### APPLICANT - if other than owner\*

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Town: \_\_\_\_\_  
 Postal code: \_\_\_\_\_  
 Telephone 1: \_\_\_\_\_  
 Telephone 2: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

\*Proxy required (consult By-law 451, Chapter 2, Article 2.2.2: Proxy)

## INFORMATION AND IDENTIFICATION OF THE TREE(S) TO BE FELLED

Start date of felling work: \_\_\_\_\_ Duration of work: \_\_\_\_\_

### TREE #1

Species of tree: \_\_\_\_\_  
 Reason for felling: \_\_\_\_\_  
 Precise location of the tree (e.g.: front/side/backyard, left/right/centre): \_\_\_\_\_  
 Visibly sick or dead tree  
 Dangerous tree, explain: \_\_\_\_\_  
 Other reason: \_\_\_\_\_  Photos of the tree is provided

### TREE #2

Species of tree: \_\_\_\_\_  
 Reason for felling: \_\_\_\_\_  
 Precise location of the tree (e.g.: front/side/backyard, left/right/centre): \_\_\_\_\_  
 Visibly sick or dead tree  
 Dangerous tree, explain: \_\_\_\_\_  
 Other reason: \_\_\_\_\_  Photos of the tree is provided

### TREE #3

Species of tree: \_\_\_\_\_  
 Reason for felling: \_\_\_\_\_  
 Precise location of the tree (e.g.: front/side/backyard, left/right/centre): \_\_\_\_\_  
 Visibly sick or dead tree  
 Dangerous tree, explain: \_\_\_\_\_  
 Other reason: \_\_\_\_\_  Photos of the tree is provided

### TREE #4

Species of tree: \_\_\_\_\_  
 Reason for felling: \_\_\_\_\_  
 Precise location of the tree (e.g.: front/side/backyard, left/right/centre): \_\_\_\_\_  
 Visibly sick or dead tree  
 Dangerous tree, explain: \_\_\_\_\_  
 Other reason: \_\_\_\_\_  Photos of the tree is provided

### TREE #5

Species of tree: \_\_\_\_\_  
 Reason for felling: \_\_\_\_\_  
 Precise location of the tree (e.g.: front/side/backyard, left/right/centre): \_\_\_\_\_  
 Visibly sick or dead tree  
 Dangerous tree, explain: \_\_\_\_\_  
 Other reason: \_\_\_\_\_  Photos of the tree is provided



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## ARBORICULTURIST • TREE FELLING CONTRACTOR

### Arborist - International Society of Arboriculture (ISA) certified

Company: \_\_\_\_\_

Name of contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal code: \_\_\_\_\_

Telephone 1: \_\_\_\_\_ Telephone 2: \_\_\_\_\_

E-mail: \_\_\_\_\_

- A copy of the arborist's report (state of trees and recommendations) is included
- The replanting program is included in the arborist's report  
(if not - complete the "Replanting" section below)

### Tree felling contractor

Company: \_\_\_\_\_

Name of contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal code: \_\_\_\_\_

Telephone 1: \_\_\_\_\_ Telephone 2: \_\_\_\_\_

E-mail: \_\_\_\_\_

**SKETCH:** Please indicate the street, your driveway, your house, and the locations of the trees (use same numbering system (#1-5) from above). A certificate of location is recommended for trees in proximity of the property line.

## REPLANTING (if not included in arborist's report)

### TREE #1

Species: \_\_\_\_\_

Location of planting (use same concept and numbering system as the sketch above):

### TREE #2

Species: \_\_\_\_\_

### TREE #3

Species: \_\_\_\_\_

### TREE #4

Species: \_\_\_\_\_

### TREE #5

Species: \_\_\_\_\_



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## STEPS TO OBTAIN THE CERTIFICATE OF AUTHORIZATION

1. Submission of the thoroughly completed application form by the owner or applicant and applicable fees must be paid
2. Inspection and analysis by the municipal officer
3. Issuance of certificate of authorization by the municipal officer (if approved)

## DECLARATION

- The tree(s) requested are on **my** property (certificate of location is provided, if applicable)
- An identification ribbon has been placed around the trunk of the tree(s)
- I, hereby, certify that the information given in this document is correct and complete and I undertake to submit all the required documents. I also declare that I have read the procedures and applicable municipal regulations in force. Finally, I understand that this form does not constitute an authorization to commence any work.

Signature of owner or applicant: \_\_\_\_\_

Name (PRINTED): \_\_\_\_\_ Date: \_\_\_\_\_

## TO CONTACT US

**VILLAGE OF SENNEVILLE, Urban Planning and Environment Services**  
**35 Senneville Road, Senneville (QC) H9X 1B8**  
**Tel: (514) 457-6020**  
**E-mail: [info-urbanisme@villagesenneville.qc.ca](mailto:info-urbanisme@villagesenneville.qc.ca)**

The presented information in this document is taken from the municipal urban planning by-laws in force and is published for information purposes only. They do not replace the provisions contained in the regulations.