

Private Property Tree Removal Application Form

Residential Application for Dead / Dying / Hazardous Private Trees

Application instructions

Application Number: _____

1. This application is applicable to the removal of any dead, dying and/or hazardous trees.
2. Application form to be completed by applicant. Print CLEARLY. Incomplete applications will not be processed resulting in delays and restart of application initiation date.
3. Typical processing time for application is a maximum of 30 working days from the submission of a complete application. The length of time to process the application may be impacted if additional information is required, multiple trees are being reviewed or the Private Tree Removal Application is to be reviewed in conjunction with other development applications. Incomplete applications will not be processed resulting in delays and will restart the process initiation time.
4. Municipal address must include street name and number. (911 numbers for rural locations)
5. Provide **at least two** colour photographs of the dead, dying and/or hazardous tree(s) being removed. Photos are to include a close up of the tree (must show dieback/thinning of foliage) and a photo taken at a distance providing a complete view of the tree.
6. Provide two copies of digitally produced plans or drawings of the property showing locations of all trees to be removed.
7. Provide written consent from an adjacent property owner where the base of a tree straddles a property line.
8. Provide written authorization from the owner if this application is signed by an applicant other than the owner, or by an agent.
9. Submit this application and supporting documentation to the Municipal Offices, Customer Service Centre located at 395 Mulock Drive, Newmarket ON L3Y 4X7 or email it to info@newmarket.ca
10. Tree being applied for will require an Arborist Report completed by an ISA or MTCU certified arborist, with an explanation of why the tree is considered dead, dying and/or hazardous.



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Collection of Personal Information

The personal information on this form is collected under By-law 2022-10 and will be used for the purposes of this application only. This application may contain personal information as defined under the Municipal Freedom of Information and Protection of Privacy Act. This information is collected under By-law 2022-10. This information will be used to process this application and for administrative purposes related to this by-law. Questions related to the collection of this information should be directed to Parks and Property Services, 1275 Maple Hill Court, Newmarket, ON, L3Y 9E8

Applicant Information (Please Print Clearly)

Municipal Property Address (Include 911 numbers for rural location):

Applicant / Agent Name:

Mailing Address:

Email:

Street number and name

City/Town

Postal Code

Telephone (home): _____ Telephone (work/mobile): _____

Name and phone number of Registered Homeowner (if different from applicant/agent name):

Name

Phone

Mailing Address of Homeowner (if different from above):

Street number and name

City/Town

Postal Code

Existing Land Use:

Are the tree(s) located on any neighbourhood property line resulting in the joint ownership of the tree(s)?

No

Yes

Private

Public Lands

- If 'Yes', authorization for work is required from the owner (co-owner) of the neighbouring tree.
- For tree(s) co-owned with the Town or fully on Town property, a Town of Newmarket Tree Valuation will be required for payment.



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Number of dead, dying or hazardous trees being removed: _____

Tree Species	Diameter of tree measured at 1.4m above the ground

For hazard trees the Arborist Report is to include the following:

- Species of tree(s) being removed
- Diameter size of the tree(s), in centimeters, measured at the base of the tree.
- Health /condition of trees being removed
- Arborist certification number
- Rationale for the dead, dying or hazard diagnosis.

NOTE: If there are more than 5 dead, dying and/or hazardous trees needing removal please attach a list of additional trees to this application.

Declaration

I hereby declare that the statements made by me upon this application are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent off this application and authorize Town of Newmarket staff to enter the property for inspection purposes for processing this application.

Signature of Applicant:

Date:

(dd/mm/yyyy)

Please Print Name:
