



The Regional Municipality of Halton  
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## TREE HARVESTING PERMIT APPLICATION

### HALTON REGION TREE BY-LAW (BY-LAW 121-05)

Please read the instructions on the reverse side before completing this application. Attach separate pages if necessary

#### 1. APPLICANT INFORMATION (Please Print Clearly in Ink)

Registered Property Owner(s)		Agents/Person(s) in Charge of Cutting	
Name:		Name:	
Address:		Address:	
Town:	Postal:	Town:	Postal:
Tel: (    )	Fax: (    )	Tel: (    )	Fax: (    )

#### 2. PROPERTY LOCATION INFORMATION

Legal Description: Lot(s):                      Concession(s): Township / Municipality: Civic Address: Tax Roll Number: Is the property within an Urban Area? <input type="checkbox"/> Yes <input type="checkbox"/> No If <b>YES</b> to above, you must attach a Forest Management Plan Please ensure to illustrate the area to be cut on the property sketch →	<b>Property Sketch</b> (see instructions on reverse)
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#### 3. HARVEST INFORMATION

Total Woodland Size:	Harvest Area:	
Estimated Volume to be cut:		
Species:		
Is this harvesting part of a Forest Management Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have trees been marked?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Paint Colour:

Please provide a brief description on how the tree injury, destruction or removal activities are to be carried out, including equipment to be used:

Anticipated Start Date:	Anticipated Completion Date:
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#### 4. AUTHORIZATION

I hereby acknowledge that I have reviewed the contents and requirements of Halton Region By-law 121-05 (Region of Halton Tree By-law) and agree to conduct all harvesting operations in accordance with By-law 121-05 and/or any conditions or orders issued under it. I further agree that I will not undertake any harvesting activity until a Tree Harvesting Permit has been issued by the Regional Municipality of Halton. I also acknowledge that under the authority of this by-law and the Municipal Act, 2001, an appointed Officer of the Regional Municipality of Halton can enter the described property for the purposes of ensuring compliance with By-law 121-05 and any conditions of a duly authorized permit.

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 Signature of Registered Property Owner                      Date                      Signature of Agent/Contractor                      Date

<b>OFFICE USE ONLY</b>	Permit #	Date Received:	Date Approved:
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# HALTON REGION TREE BY-LAW (BY-LAW 121-05)

*A By-law to Prohibit or Regulate the Destruction or Injuring of Trees in the Regional Municipality of Halton*

## TREE HARVESTING PERMIT APPLICATION INSTRUCTIONS

Thank you for completing this application and for your contribution to ensuring that all tree harvesting activity in Halton Region adheres to good forestry practices. There are a number of personal-use exemptions and special requirements of Halton Region's Tree By-law and we encourage you to fully read and understand all its provisions and requirements before completing this application. Along with the By-law, additional information is available in the brochure ***A Guide to Halton Region's Tree By-Law*** available at the Halton Regional Centre or from our website. We would be pleased to assist you if you have any questions or require any information about the Region's Tree By-law and your planned harvesting activities. **IMPORTANT: There is no fee associated with a Harvesting Permit, however, please note that no tree cutting can commence until a permit has been approved and issued.** Following these instructions will ensure your application is complete and may be processed in a timely manner.

### PART 1. APPLICANT INFORMATION

Completion of this section in full is mandatory. Information for the registered property owner(s) and all agents, contractors or operators involved in the removal of trees is required. Please ensure all contact information is complete and attach separate pages if necessary.

### PART 2.. PROPERTY LOCATION INFORMATION

Please complete this section to the fullest extent possible. If you are unsure of the legal description of your property, this information is usually indicated on the legal deed to your property. In addition, your property tax roll number or assessment number will normally be indicated on your latest property tax bill. "Urban Area" as defined in the Tree By-law means lands so designated in the Halton Region Official Plan and include areas that are currently within the urban areas of Halton Region or have been designated for future urban growth. If you are unsure as to whether your lands fall within the "Urban Area", please contact the Region.

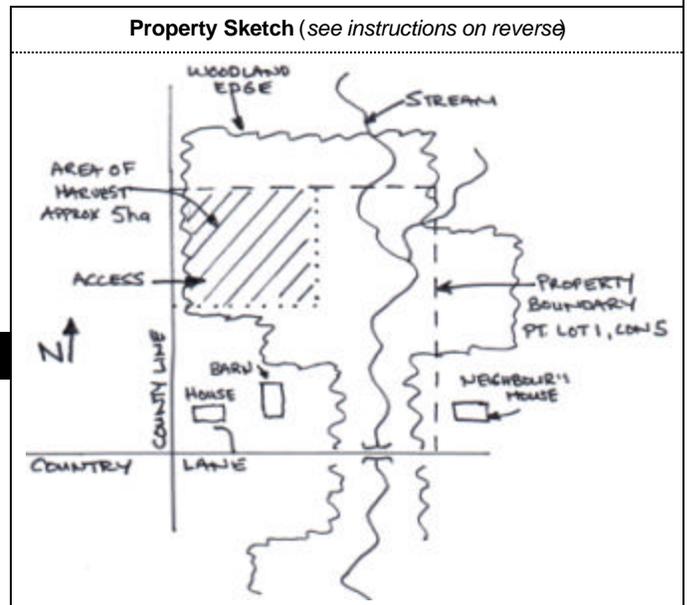
#### PROPERTY SKETCH INSTRUCTIONS:

A hand-drawn sketch is a requirement of the permit application. Using the example shown at right as a guideline, please ensure the following features are illustrated at the best scale possible:

- Roads and Crossroads
- Property Boundaries
- Outline of Woodland Area
- Area of Harvesting
- Road Access to Harvest Area
- Dwellings & Structures
- Streams, Rivers & Ponds
- Wetlands
- North Arrow
- Other Distinguishing Features

### PART 3. HARVEST INFORMATION

This section requests a description of the harvesting activities proposed including the total woodland area and the area where cutting will occur (as illustrated on the property sketch). If the harvesting is to be undertaken as part of an approved Forest Management Plan, please include a copy of the Plan with your application. A brief description on the harvesting methods proposed is required which should include information on all equipment haulage and any regeneration proposed.



### PART 4. AUTHORIZATION

Proper signed authorization is mandatory and if necessary, please attach separate letters of authorization if a number of parties will be responsible for the harvesting activity. This permit application is deemed to be a public document in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990.

### QUESTIONS?

We're here to help. For questions on the Tree By-law, information on good forestry practices or inquiries about Halton Region's woodland stewardship assistance programs for landowners, visit our website or contact us at:

Planning & Public Works Department  
Tel: 905-825-6000 Toll Free: 1-866-442-5866 TTY: 905-827-9833 Fax: 905-825-8822  
E-Mail: [stewardship@halton.ca](mailto:stewardship@halton.ca) Website: [www.halton.ca](http://www.halton.ca)