



# HAMPSTEAD

www.hampstead.qc.ca

## TREE FELLING PERMIT

PERMIT APPLICATION AND USEFUL INFORMATION



For more detailed information,  
please visit the Town's website:  
**Hampstead.qc.ca**

A tree felling permit is required in all cases where a tree is to be cut on private property.

### IN ORDER TO RECEIVE A TREE FELLING PERMIT, please submit the following documents:

These documents can be submitted through My Hampstead or in person at town hall (when open).

- ☐ Permit application form duly completed;
- ☐ Report from an ISA (International Society of Arboriculture) Certified Arborist or Forest Engineer;  
*If the tree is not clearly dead (rotting trunk, leaves not growing, severely damaged), an arborist report recommending the removal of the tree is required.  
An arborist report is not required when a tree is on the site of a proposed construction of a structure (new house, addition, fence, pool);*
- ☐ Name and contact information of the company felling the tree;
- ☐ One (1) PDF copy or one (1) paper copy of the **certificate of location showing the position of the tree on the property;**

Please include the position of the tree(s) to be felled on the certificate of location.

The position can be approximate.

If the tree is close to or on the property line and it is unsure who's lot the tree is on, a letter of authorization to remove the tree from the neighbour who shares the property line must be submitted.

If the tree is close to or on the town property line, please contact Public Works department or the Urban Planning department. Both departments can be reached by calling the town's phone number (514) 369-8200.

### IN ORDER TO PROTECT HAMPSTEAD'S TREE CANOPY AND TO PRESERVE ITS GARDEN CITY CHARACTER,

a tree felling permit will only be issued in the following cases:

1. The tree is dead  
*A report from an ISA certified arborist or a forest engineer may be required.*
2. The tree is on the site of a proposed construction of a structure (ex: new house, addition, fence...)  
*A report from an ISA certified arborist or a forest engineer may be required. The Town reserves the right to determine what type of professional will produce the report. Replacement tree deposit is required (600\$ per replacement tree).*
3. The tree is causing considerable damage to public property or is in danger of falling  
*A report from an ISA certified arborist or a forest engineer may be required.*
4. The tree poses a threat to public health and safety  
*A report from an ISA certified arborist or a forest engineer may be required.*
5. The tree must be felled to prevent the spread of disease or an invasive alien species (ex: Emerald Ash Boare)  
*A report prepared by a pruning company, an ISA-certified arborist or a forest engineer who is a member of the Ordre des ingénieurs forestiers du Québec attesting to the condition of the tree is required.*
6. The tree is in a state of irreversible dieback  
*A report prepared by a pruning company, an ISA-certified arborist or a forest engineer who is a member of the Ordre des ingénieurs forestiers du Québec attesting to the condition of the tree is required.*
7. The tree must be felled because it is causing serious damage to property. Normal inconveniences related to the presence of a tree, such as falling twigs, leaves, flowers or fruit, presence of roots on the ground, presence of insects or animals, shade, unpleasant odors, sap or honeydew excretions or the release of pollen, do not constitute nuisances or damage;  
*A report prepared by a pruning company, an ISA-certified arborist or a forest engineer who is a member of the Ordre des ingénieurs forestiers du Québec attesting to the condition of the tree is required.*

8. The tree is located on the site of a proposed swimming pool, provided that there is no other space available for the pool elsewhere on the landsite  
*A report prepared by a pruning company, an ISA-certified arborist or a forest engineer who is a member of the Ordre des ingénieurs forestiers du Québec attesting to the condition of the tree is required. Replacement tree deposit is required (600\$ per replacement tree).*
9. A resident of the property is allergic to the species of tree.

### FOR CASES THAT REQUIRE A REPLACEMENT TREE

A deposit of 600\$ per tree must be submitted. This deposit will be returned to the resident once the replacement trees are planted and an inspection of the trees is conducted by the Town's urban planning team.

Replacement trees must have a diameter of at least 7 centimeters, measured 1.2 meters above the ground.

A felled tree with a diameter of less than 30 centimetres, as measured 1.2 metres above the ground, must be replaced by two trees.

A felled tree with a diameter of 30 centimetres or more, as measured 1.2 metres above the ground, must be replaced by four trees.

Cedars are not considered to be a tree, they may be removed without a permit. The same can be said for hedges of any kind. If you are unsure if the tree is considered a 'hedge' or a 'tree' please contact the urban planning dept.

### TREE FELLING PERMIT APPLICATION FEES

Fees \$150.

### SANCTIONS

If a tree is felled without a permit, a fine of \$1000 - \$2000 fine for individuals and \$2000 - \$4000 for corporations for a first offence.

For subsequent offences a \$2000 - \$4000 fine for an individual and a \$4000 - \$8000 fine for a corporation.