

HOW TO OBTAIN A CERTIFICATE OF AUTHORISATION TO FELL OR TO POLLARD A TREE (other than an ash tree)

Anywhere within the limits of the City, all trees must be preserved and maintained so as to prolong their life. A Certificate of Authorisation is required to fell a tree that has a diameter of 10 cm (4 in) or greater; and this tree must be replaced by a new tree within the year that follows. Any action taken on a tree shall be done in conformity with the planning by-laws of the City of Pointe-Claire.

Reasons that could justify a tree cutting request:

- The tree is dead or in such condition that it will be dead within a year;
- The tree is infested with an insect or an incurable disease;
- The tree is a danger to people or property;
- The tree is a nuisance for the growth and well-being of a neighbouring tree;
- There is an absolute requirement to fell the tree in order to carry out work authorised by the City, when such work could reasonably be carried out elsewhere on the property;
- The tree trunk is located too close to a building's roof, a paved area or a swimming pool;
- The tree causes serious damage substantiated in a report prepared by an.

The following are not considered to be nuisances, damage or reasons for felling a tree: 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 animals or insects; shade; unpleasant smells; exudate of sap or honeydew or release of pollen.

Application Procedure for an Authorisation to Fell a Tree - Required Documents

All forms and documents related to an application for a permit or certificate must be sent by email to urbanisme@pointe-claire.ca.

Fill out the permit or certificate application.

When the base of the trunk is located on two different properties, the request must be made jointly by both property owners or with their written authorisation.

1 copy of the certificate of location: Prepared by a land surveyor and consisting of a written description and a plan of the lot and building(s).

1 set of plans and details:

- Location of the tree to be cut: show on the certificate of location or on a separate sketch the approximate location of the tree in relation to the house and the street;
- Description of the tree to be felled: species and diameter of the trunk, if known;
- One or more pictures of the tree;
- Justification for cutting the tree.

Fees

\$11 (no fees for an ash tree) to be paid upon filing the application (non-refundable, payable to the City of Pointe-Claire).

Approval or Refusal, and Issuance of a Certificate of Authorisation

If the application conforms to the by-laws, the Department shall approve the project within a period of 30 days from the time the application is complete, unless the planned work is subject to other planning by-laws, which would justify that a longer treatment period is necessary. The applicant will then be invited to come to the Planning Department for the issuance of the Certificate of Authorisation.

Conditions and Obligations Attached to a Certificate

Work shall not commence prior to the issuance of the certificate. Anyone who contravenes this provision commits an infraction. The certificate of authorisation must be displayed to be visible while the work is carried on.

An application that is approved or a certificate issued shall be considered null and void if the Certificate of Authorisation has not been issued or the work has not commenced within six months from the date of its approval by the Director (the date when the applicant is invited to present himself to obtain the certificate) or as per conditions for an ash tree. A Certificate is null and void if the work has not been completed within one year from the date of its issuance.