

Ravine and Natural Feature Permit Application

District Office

Check appropriate box based on address and ward. Find your ward at toronto.ca/wardprofiles. District information is available on page 7 of this application.

☐ Etobicoke/York
 ☐ North York
 ☐ Scarborough
 ☐ Toronto/East York

Address

Street Number	Street Name		
Suite/Unit Number	Ward	Has an application been filed with the TRCA under Fill Regulation 166/06? ☐ Yes ☐ No If yes, what is the status of the application? _____	
Has an application been filed with: ☐ Committee of Adjustment ☐ City Planning ☐ Toronto Building		If yes, what is the status of this application? _____	
Go to toronto.ca/trees for information on areas protected under Ravine and Natural Feature Protection (RNFP) Bylaw. You must submit a Permit Application to injure or remove any tree in an area protected under the RNFP Bylaw.			

Property Owner Information

Information as it appears on Deed/Transfer of Land			
First Name		Last Name	
Company Name (if applicable)		Position Title	
Company Officer First Name		Company Officer Last Name	
Street Number	Street Name		
Suite/Unit Number	City	Province	Postal Code
Telephone Number	Fax Number	Email	

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Applicant Information

The City will communicate with the applicant regarding this application.			
Applicant is:			
☐ Property Owner ☐ Arborist ☐ Agent ☐ Contactor ☐ Other (please specify):			
First Name		Last Name	
Company Name (if applicable)		Position Title	
Company Officer First Name		Company Officer Last Name	
Street Number	Street Name		
Suite/Unit Number	City	Province	Postal Code
Telephone Number	Fax Number	Email	

Owner's Authorization to Submit an Application

To be completed only if the applicant is not the owner.	
I/We (Owner) _____ authorize (Applicant) _____ to act as my agent and sign this application form on my behalf, in respect of the premises listed under the Address section.	
Signature(s) of Owner(s)	Date (yyyy-mm-dd)
Signature of Signing Officer(s), Position held, and Corporate Seal (if owner is a company/partnership)	Date (yyyy-mm-dd)

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Application for a permit to:

Check appropriate boxes and specify tree(s) to be injured or removed. If you have additional trees, please list them on a separate sheet.

☐ Tree Permit Application

Tree Number	Tree Diameter (cm)	Remove/Destroy or Injure Choose one	Tree Type Choose one
		☐ Remove ☐ Injure	☐ Ravine ☐ Neighbour/Boundary Ravine Tree
		☐ Remove ☐ Injure	☐ Ravine ☐ Neighbour/Boundary Ravine Tree
		☐ Remove ☐ Injure	☐ Ravine ☐ Neighbour/Boundary Ravine Tree
		☐ Remove ☐ Injure	☐ Ravine ☐ Neighbour/Boundary Ravine Tree
		☐ Remove ☐ Injure	☐ Ravine ☐ Neighbour/Boundary Ravine Tree
		☐ Remove ☐ Injure	☐ Ravine ☐ Neighbour/Boundary Ravine Tree
Total Number of Trees Included in Application			
☐ Grading Application			

Reason for Application

Details required. May be supplemented by an Arborist Report.

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Application Fee Calculation

☐ Non-construction related application

Applications to injure or remove trees not associated with construction or related activity.

Ravine Tree: \$87.57 per tree

Neighbour/Boundary Ravine Tree: \$183.03 per tree

Number of Ravine Trees	Cost	Total
x 87.57	=	\$

Number of Neighbour/Boundary Ravine Trees	Cost	Total
x 183.03	=	\$

Total Non-Construction Application Fee: \$

☐ Construction related application

Applications to injure or remove trees associated with activity that includes but is not limited to building, demolition, excavation, boring, placement of fill or surface treatment, storage of construction materials or equipment, storage of soil, construction waste or debris, movement of vehicles and equipment. Applications for Official plan amendment, plan of subdivision and condominiums, site plan control, minor variance, consent and building permits.

Ravine Tree: \$262.72 per tree

Neighbour/Boundary Ravine Tree: \$549.08 per tree

Alteration of Grade – No Trees: \$632.51

Number of Ravine Trees	Cost	Total
x 262.72	=	\$

Number of Neighbour/Boundary Ravine Trees	Cost	Total
x 549.08	=	\$

Alteration of Grade Applications	= Total \$632.51
☐ Applicable (Fixed Fee \$632.51)	

Total Construction Application Fee: \$

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Fees are subject to change. Accepted methods for payment of fees:

Pay remotely or in-person by:

- certified cheque
- money order
- credit card
- debit card (in-person transactions only)

Make all amounts payable to the Treasurer of the City of Toronto. Application fees are non-refundable and payable at the time of the initial application. Submission of an application does not guarantee that a permit will be issued.

Acknowledgment and Certification

☐ I have read and understand the attached information and am aware of the permit procedures required under the provisions of Municipal Code Chapter 658, Ravine and Natural Feature Protection. I hereby certify that the information, survey and plans provided are correct and truly indicate my intentions respecting the proposed work. I acknowledge and understand that pursuant to section 658-9.A., an officer may enter upon my lands at any reasonable time for the purpose of carrying out an inspection.

Signature	Print Name (First, Last)	Date (yyyy-mm-dd)

Environment, Climate and Forestry collects personal information on this form under the legal authority of the City of Toronto Act, subsection 8(2)5 and the Toronto Municipal Code, Chapter 658, Ravine and Natural Feature Protection. The information is used to process your application and notify you of meetings related to your application. Questions about this collection can be directed to the Manager of Tree Protection and Plan Review, Environment, Climate and Forestry, 18 Dyas Road, Toronto, Ontario, M3B 1V5, or by telephone at 416-392-0724 or 416-338-1242.

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Items Required to Complete Your Application

The following items must be submitted to complete your Ravine and Natural Feature Permit Application. Applications which are incomplete will not be processed. Depending on the nature of the application you may be required to submit additional information. Information about trees on private property, how to apply for a permit and terms and definitions used in this application are available at toronto.ca/trees.

Application to Remove (Destroy) / Application to Injure

- ☐ Completed Application Form
- ☐ Application Fee
- ☐ Zoning Notice
- ☐ Plan of Survey
- ☐ Site Plan showing inventory of trees and other vegetation
- ☐ Arborist Report addressing the inventory of trees, tree protection plan and tree removal plan
- ☐ Landscape and Forest Restoration Plans

Alteration of Grade Application

- ☐ Completed Application Form
- ☐ Grading Plan
- ☐ Geotechnical Report

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How to Submit Applications

Applications must be submitted to the appropriate district office. Find your ward at toronto.ca/wardprofiles.

Etobicoke York District

Office	Wards
Etobicoke Civic Centre 399 The West Mall, Main Floor, North Block, Toronto, Ontario, M9C 2Y2 - Telephone: 416-392-7815 - Hours: 8:30 a.m. to 3 p.m., Monday to Friday	- Etobicoke North, ward 1 - Etobicoke Centre, ward 2 - Etobicoke-Lakeshore, ward 3 - York South-Weston, ward 5 - Humber River-Black Creek, ward 7

North York District

Office	Wards
North York Civic Centre 5100 Yonge St., Ground Floor, North York, Ontario, M2N 5V7 - Telephone: 416-392-0585 - Hours: 8:30 a.m. to 3 p.m., Monday to Friday	- York Centre, ward 6 - Eglinton-Lawrence, ward 8 - Don Valley West, ward 15 - Don Valley East, ward 16 - Don Valley North, ward 17 - Willowdale, ward 18

Scarborough District

Office	Wards
Scarborough Civic Centre 150 Borough Dr., 3rd Floor, Toronto, Ontario, M1P 4N7 - Telephone: 416-392-1377 - Hours: 8:30 a.m. to 3 p.m., Monday to Friday	- Scarborough Southwest, ward 20 - Scarborough Centre, ward 21 - Scarborough-Agincourt, ward 22 - Scarborough North, ward 23 - Scarborough-Guildwood, ward 24 - Scarborough-Rouge Park, ward 25

Toronto and East York District

Office	Wards
City Hall, 1st Floor, Permit Alley 100 Queen St. W., Toronto, Ontario, M5H 2N1 - Telephone: 416-392-1900 - Hours: 8:30 a.m. to 3 p.m., Monday to Friday	- Parkdale-High Park, ward 4 - Davenport, ward 9, - Spadina-Fort York, ward 10, - University-Rosedale, ward 11, - Toronto-St. Paul's, ward 12, - Toronto Centre, ward 13, - Toronto-Danforth, ward 14 - Beaches-East York, ward 19