

# Summer Village of Ghost Lake Municipal Property Tree Permit Application

**Full Name:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

I am a registered owner of a property at the Summer Village of Ghost Lake.  
Any work undertaken by myself or any persons I engage in the process agrees to follow  
the policies and procedures regulating tree work at the Summer Village of Ghost Lake.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**If a professional landscaper or arborist will be completing any of the work, please  
provide contact information.**

**Contractor:** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**This application is valid for six months only from the  
application date and must be completed in full before it will  
be reviewed and/or accepted**

**For office use only:**

**Application Number:** \_\_\_\_\_

**Date Received:** \_\_\_\_\_

**Is the applicant the registered owner?** \_\_\_\_\_

**If No, attach authorization of owner(s) of property to proceed with application**

**Freedom of Information and Protection of Privacy Act Notice:** The personal information on this form is collected under the general authority of the Freedom of Information and Protection of Privacy Act (FOIP) It is related directly to and required by the Summer Village to process your Tree Cutting Application. The information will be used by the Summer Village staff to administer the Tree Cutting Application process and to contact you as may be required. The personal information will be protected in accordance with the access and privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions, please contact the FOIP Coordinator at 403-510-8083

**Terms and Conditions:**

1. The applicant is fully responsible for any damages to private or municipal property, power or telephone infrastructure. Costs will be paid by the applicant.
2. Applicant must obtain an Alberta One-call utility clearance prior to any excavation for planting or removal of trees.
3. The applicant is responsible for providing an accurate description of the location of the trees in relation to relevant property lines.
4. Any disputes between individuals over liabilities arising from tree problems or the work authorized by this permit, shall be the responsibility of the applicant and at their expense.
5. The applicant agrees to indemnify and save the Summer Village of Ghost Lake harmless from all cost, claims, damages or expenses arising from the work authorized by the permit or by actions of the applicant.
6. **The applicant understands that:**
  - The contractor and/or tree cutting/planting individuals must be approved by the Summer Village for work on municipal property.
  - Any contractors/professionals hired to work on Municipal land must carry appropriate liability insurance and current WCB for all employees on site.
  - Trees must be conspicuously tagged by the applicant for consideration by the Summer Village.
    - untagged trees will not be considered.
  - Neighbours adjacent to proposed work must be notified, be given a thorough explanation of the proposed work and sign the Work Agreement form prior to submission of application.
  - No work may proceed until this application has been approved and a tree permit issued.
  - All costs associated with this application are to be borne by the applicant.
  - After receipt of application, a site visit by Summer Village representatives may be necessary.
7. After approval of the proposed tree work, the applicant is required to notify the Summer Village Office at least 48 hours prior to commencing work.
8. This permit can be revoked at any time by the Summer Village.
9. The tree permit must be onsite at all times during work.
10. No debris is to be left on Summer Village property.
11. Any work inside the limits of approach to power lines will be undertaken by a utility certified tree company with the approval of the utility company.
12. All approved pruning work will be completed according to the standards of the International Society of Arboriculture.

I acknowledge that I have read and agree with the proceeding terms and conditions.

**Signature of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Describe the **location**, **number** and **type** of subject trees, proximity to creeks and relevant site information as available, including photographs. If application is for relocating and planting a tree, specify the current location of the tree to be relocated.

**Reason for work:** \_\_\_\_\_  
\_\_\_\_\_

**Location of tree(s):** \_\_\_\_\_  
\_\_\_\_\_

Type of Tree(s)	Number Being Affected
_____	_____
_____	_____
_____	_____

**Description of work, i.e. removal, thinning, re-topping, planting**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

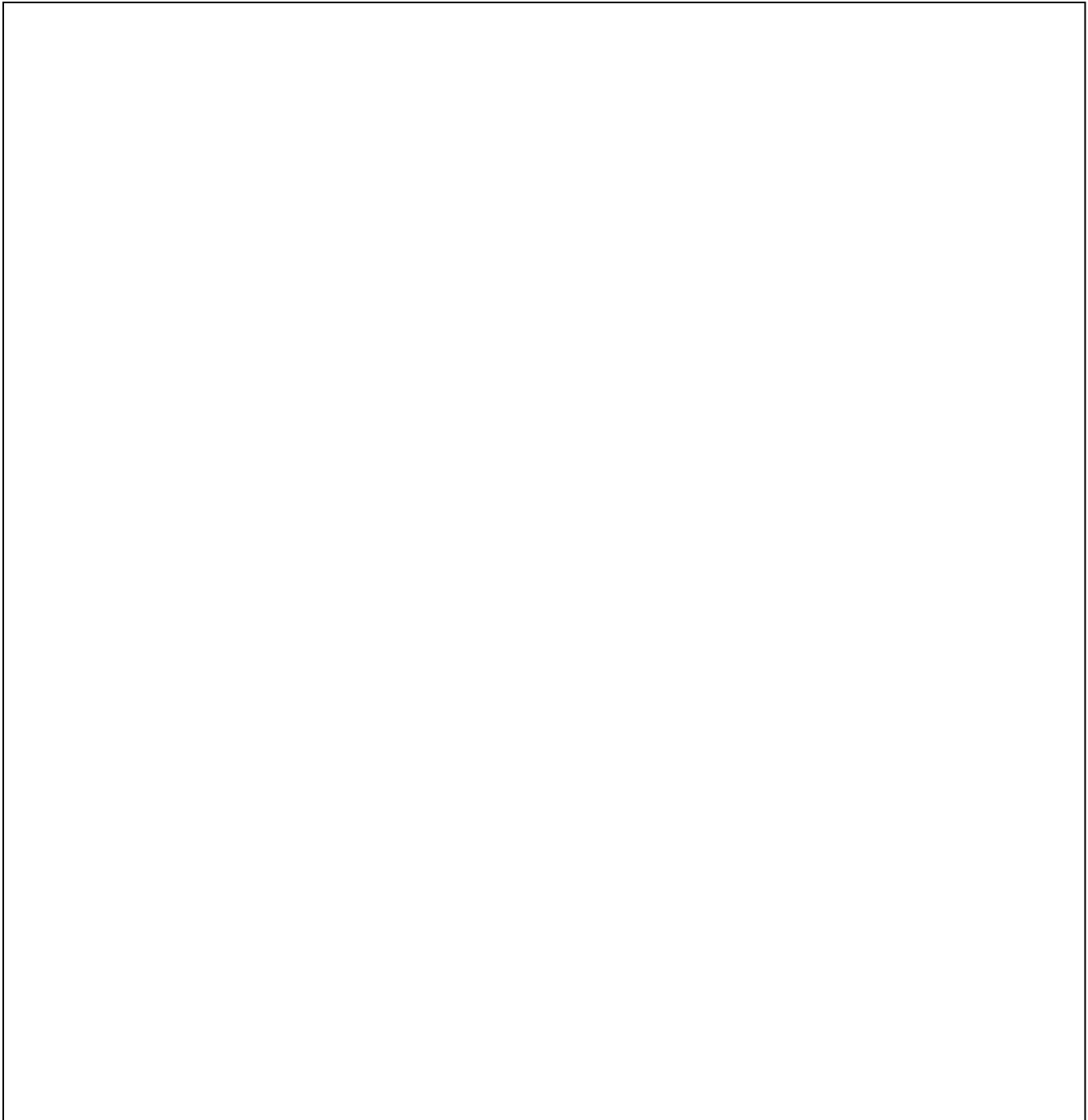
<b>Debris</b>	
Remove	<input type="radio"/>
Chip on Site	<input type="radio"/>

Photographs attached:            Yes            No            Number of photographs: \_\_\_\_\_

*(please attach as separate files when submitting your application)*

**Additional Comments:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please provide a sketch of the site and proposed work.



**SUBMIT COMPLETED APPLICATION TO:**

Email: [admin@ghostlake.ca](mailto:admin@ghostlake.ca) Fax: 403-206-7209 **OR**

Mail: Summer Village of Ghost Lake Box 19554 RPO South Cranston, Calgary AB T3M 0V4

# Adjacent Neighbor Work Agreement Form

By signing below, you confirm that you have had an opportunity to review the application being submitted by \_\_\_\_\_ regarding proposed work on the tree(s)  
(applicants name)

located at \_\_\_\_\_  
(location of tree(s) listed on application)

and do not oppose the proposed work.

Name (please print)

Date

Signature

Civic Address

Name (please print)

Date

Signature

Civic Address

Name (please print)

Date

Signature

Civic Address

Name (please print)

Date

Signature

Civic Address