



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

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| Section: | Parks Administration | 12 |
| Sub-Section: | Maintenance | 6030 |
| Title: | LANDSCAPE AND TREE RETENTION | 1 |

POLICY

All development in the District shall follow the landscape and tree retention guidelines.

REASON FOR POLICY

To control, organize and administer the landscaping and tree retention on District developments and to create well landscaped developments compatible with the architectural guidelines and the maintenance of an overall forested character.

AUTHORITY TO ACT

Delegated to Staff

PROCEDURE

1. APPLICATION FOR DEVELOPMENT PERMIT

1.1 Prior to Council consideration of an application for development, or the Approving Officer's consideration of any subdivision, any site which

1.1.1 is, or will be as a consequence of the application, designated a development permit area (DPA) for multi-family, commercial or industrial development pursuant to 945(3) and (4) of the *Municipal Act*;

1.1.2 is, or will be as a consequence of the application, subject to establishment of a siting area;

1.1.3 is the subject of a subdivision application;

1.1.4 is the subject of a temporary use permit; or

1.1.5 is within a registered building scheme area

requires a landscape plan to be submitted by the owner.

1.2 The Approving Officer may exempt a subdivision from the requirements of this policy where it is deemed that tree retention is not applicable.

1.3 Any site which is designated by the Environmental Protection and Preservation Bylaw shall be subject to the requirements of that Bylaw in the application of this policy.

1.4 Any site which is designated as a DPA by an Official Community Plan Bylaw shall conform to the guidelines within the Bylaw in the application of this policy.

1.5 This policy exempts single-family and two-family dwellings where applicable under section 1.1

2. LANDSCAPE PLAN

- 2.1 A landscape plan shall be prepared by a landscape architect.
- 2.2 The landscape plan shall illustrate:
 - 2.2.1 types, locations and grades of existing trees and tree retention zones;
 - 2.2.2 location of barrier to protect trees to be retained;
 - 2.2.3 natural features to be retained;
 - 2.2.4 site drainage and grading based on an accurate survey of existing grades;
 - 2.2.5 soil depths;
 - 2.2.6 areas to be planted, including areas to re-establish vegetation;
 - 2.2.7 plant species proposed for planted areas;
 - 2.2.8 treatment of the surface areas for driveways, parking spaces, walkways, patios and/or boulevards;
 - 2.2.9 street furniture;
 - 2.2.10 site lighting;
 - 2.2.11 details of amenity areas such as dimensions of play areas and of equipment locations;
 - 2.2.12 locations of underground services; overlay map at the same scale as the landscape plan is required; and
 - 2.2.13 any further information deemed appropriate.
- 2.3 The landscape plan shall include:
 - 2.3.1 a plant list specifying the quantity and size of each plant species to be planted, including reference to the BCSLA\BCNTA Landscape Standard;
 - 2.3.2 a description of the treatment of the surface areas;
 - 2.3.3 a description of the street furniture, amenities and play equipment;
 - 2.3.4 a description of the type of barrier, including installation method, proposed for the tree retention area(s);
 - 2.3.5 a written estimate of the total cost of the works, broken down into major components;
 - 2.3.6 a schedule of values for trees and areas to be retained based on a recognised valuation method such as the method advocated by the International Society of Arboriculture; and
 - 2.3.7 specification of the landscape work, including soil quality and testing standards.
- 2.4 The landscape plan may be amended by the landscape architect where required to suit any changes in site layout or other conditions which affect the landscape work. All substantial changes shall be approved by the District before the affected landscape work is done.

3. TREE RETENTION AND LANDSCAPING CONSIDERATIONS

- 3.1 A landscape plan prepared in accordance with this policy shall consider:
 - 3.1.1 retention of trees: on properties adjacent to the subject property; along abutting property lines; along major roads in parks; in open spaces; and, on boulevards;
 - 3.1.2 the provision of adequate cleared building sites;
 - 3.1.3 the effects of site servicing and regrading;
 - 3.1.4 peripheral planting and other measures necessary to preserve retained vegetation;
 - 3.1.5 the effect of clearing on retention of privacy and screening of adjacent lands;
 - 3.1.6 the effects of tree planting and retention on access to sunlight and views;
 - 3.1.7 the retention of major vegetation in association with geographic features having high visibility such as ridges and knolls, where such features provide an important background or view;

- 3.1.8 methods proposed to protect trees which are to remain standing included prevention of compaction of the root area, retention of existing grades and preservation of natural water table;
 - 3.1.9 size, health, and species of trees proposed for retention;
 - 3.1.10 the aesthetic and functional reasons for proposing retention and whether the existing trees will achieve these;
 - 3.1.11 integration with the landscape concept for the neighbourhood or area surrounding the subject site; and any further information deemed appropriate.
- 3.2 Prior to commencement of any clearing:
- 3.2.1 a surveyor may remove such vegetation as is required to determine specific on-site locations. Unique, specimen, or other significant trees shall not be removed or damaged in this process;
 - 3.2.2 a site inspection to evaluate trees proposed for retention shall be conducted jointly by the owner and the Parks Superintendent.
- 3.3 Notwithstanding the Plan, no tree or vegetation shall be retained if such tree or vegetation may be a hazard as determined by the landscape architect in consultation with the Parks Superintendent.
- 3.4 The safety and liability aspects of each site and of trees on the site shall remain the responsibility of the owner.

4. SECURITY

- 4.1 Prior to adoption of a siting area amendment, or the issuance of a building permit for an application other than a siting area amendment, the owner shall submit the following:
- 4.1.1 a deposit in the form of cash, or if the amount is over \$1,000.00 cash, or an irrevocable letter of credit, satisfactory to the Director of Financial Services of the District of North Vancouver, representing 100% of the estimated cost of the landscape works;
 - 4.1.2 an additional security to restore, replant, or otherwise re-establish any tree designated in the landscape plan for retention. The value of this security shall be based on the International Society of Arboriculture (ISA) evaluation method and represent 100% of the estimated value of trees intended to be retained;
- Alternatively, the owner may submit prior to issuance of the building permit, a plan which shows alternative planting to be done if any tree or vegetation are designated for retention if not retained. This alternative plan, when approved, shall become part of the landscape plan and the deposit shall represent 100% of the estimated cost of the landscaped works;
- 4.1.3 written undertaking that the landscape architect has been retained to supervise the installation of the landscape works in accordance with the approved landscape plan;
 - 4.1.4 written authorisation for the District of its agents to enter the premises and expend any or all of the deposit to complete the landscape works to the satisfaction of the Parks Superintendent in accordance with the submitted plans in the event that the landscape works are not completed within the one year period following final building inspection. This authorization shall include provision that where works on a property create a hazard on surrounding lands, basic remedial works such as stabilization of hazardous trees will be undertaken on the affected lands at the owner's expenses;
 - 4.1.5 an undertaking that an approved barrier will be installed and maintained as illustrated on the landscape plan;

- 4.1.6 an undertaking that the owners will obtain from the contractor a one-year warranty on the landscape work, that the warranty will be transferable to subsequent owners of the property within the warranty period, and that the warranty will include provision for a further one year warranty on materials planted to replace failed plant materials;
 - 4.1.7 an undertaking that if the property is offered for sale before the landscape works are completed in accordance with the approved landscape plans, all prospective purchasers will be advised of the landscape requirements of the District in connection with the property, and the said undertaking shall include a covenant of the applicant to require any purchaser of the property to execute a permission to enter agreement in favour of the District, and to deposit with the District a deposit in the same form and amount as deposited by the applicant, along with the agreement of the applicant that failure of the purchaser to execute the aforesaid permission to enter agreement and to make the required deposit will result in forfeiture by the applicant of the landscape deposit provided as a pre-estimate of liquidated damages.
- 4.2 The landscape deposit or a portion of the deposit shall be returned upon receipt of a signed statement of partial or substantial completion from the landscape architect and approval from the Parks Superintendent. The landscape architect's statements shall contain all information reasonably required by the Parks Superintendent to determine satisfactory completion or shall be in a form prescribed by the Parks Superintendent. Partial completion may be considered when a major portion of the site is developed in all respects.
- 4.3 Renewal of a letter of credit may be approved following a one year time period with an increase in its value to represent 115% of the estimated cost of the outstanding landscaping work.

5. COMPLIANCE

- 5.1 The owner shall, within four months of the Public Hearing held for a siting area application, comply with this policy. Failure to comply may result in referral of the siting area establishment bylaw to Council for consideration of its defeat.
- 5.2 For an application other than a siting area, the owner shall comply with this policy. Failure to comply may result in referral of the application to Council for consideration of its refusal.

Definitions:

“Landscape Architect” shall mean a landscape architect registered in British Columbia under the Architects’ (Landscape) Act 1968.

“Owner” shall mean the registered owner or owners of an estate in fee simple in respect of which a permit is applied for, or a person authorized by the owner or owners in writing.

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| 1. Amendment Date: | December 11, 1995 | Approved by: | Regular Council |
| 2. Amendment Date: | | Approved by: | |
| 3. Amendment Date: | | Approved by: | |