



Tree Management Bylaw Guidelines

Planning and Development Services

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City of White Rock

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This brochure is provided for convenience only. It is not intended to replace Bylaws or other legal documents nor should it be construed by anyone as a right to permit approval if the steps indicated are followed. The bylaw in its entirety is available on the City of White Rock website at www.whiterockcity.ca

Purpose of the Bylaw

The Tree Management Bylaw 1831 (the 'Bylaw') was adopted to regulate and prohibit the cutting, removal and damage of trees, the issuance of permits for the same, and the requirement for replacement trees and of securities for their provision and maintenance.

Tree Management Permits

A tree management permit is required, unless an exemption applies:

- To cut or remove trees that have **trunk diameter of 30 cm (11.8 in) or greater measured 1.4 m (4.5') above grade** on privately owned land.
- To cut or remove any tree, regardless of size if any one (1) of the following applies:
 - The tree, hedge or shrub is on City land.
 - The tree is a replacement tree planted as a requirement of a tree management permit.
 - The tree is an Arbutus (*Arbutus menziesii*), Garry Oak (*Quercus garryana*), or Pacific Dogwood (*Cornus nutallii*).
 - The tree has evidence of nesting or use by raptors as defined in the Wildlife Act, R.S.B.C. 1996, c. 488 or the nest of an eagle, peregrine falcon, gyrfalcon, osprey, heron or burrowing owl.
- By a person applying for a Demolition Permit or a Building Permit.

Trees on City Property

The Street and Traffic Bylaw:

- Prohibits individuals from trimming, pruning or cutting any tree or shrub on City property or within City rights-of-way. Exceptions may be considered, by application request, in accordance with the City's 'Policy for Tree Management on City Lands',
- Is available on the City's website at www.whiterockcity.ca. Please contact the City Operations Department at 604-541-2181 for further information. A person applying for a Demolition Permit or a Building Permit where there are City trees on adjacent property may apply for a tree management permit under Bylaw 1831.

Offences

Any individual who cuts, removes or damages a protected tree in contravention of the Bylaw or in contravention of the terms and conditions of a Tree Management Permit issued under the Bylaw will be liable to a fine of not less than \$500 and not more than \$10,000 per offence. Each tree cut, removed or damaged in violation of the Bylaw will constitute a separate offence.

Application Requirements

Permits must be applied for in person at **the Planning & Development Services Department**. The application form is available at City Hall, Engineering/Operations, or on the City website.

Minimum Requirements:

- A complete application form signed by the owner and authorized agent (if relevant).
- A non-refundable fee of \$500 or \$1,000 (for Type 3 permit) per permit application (with the exception of hazard trees, which have no fee).
- State of Title. If the property is owned by a company, proof of signing authority for the company will also be required (e.g. Notice of Articles or Director Register). If the property is a Strata Corporation then approved Council minutes supporting the permit applications will be required.

Additional Requirements:

For permits to cut dead or hazardous trees (Type 1), or unwanted trees (Type 2):

- Letter and photos from property owner with rationale for tree removal.
- If the tree is shared, a letter of understanding agreeing to removal from neighbouring owner(s).
- For an unwanted tree, tree replacement securities will be required. The City will also send out a survey to neighbours to register support or opposition to the tree removal.
- The City may request additional documents to support the tree removal request (arborist report*, risk assessment report, tree survey, geotechnical report etc.)

For tree management permits in conjunction with a Demolition or Building permit (Type 3):

- Arborist report (colour copy) and tree protection plan and tree replacement plan
- Topographical survey – refer to Lot Servicing Application Checklist for detailed survey requirements
- If tree(s) is/are shared or offsite, a letter of understanding agreeing to their protection and/or removal from neighbouring owner(s).
- Coordinated site development plan
- Confirmation of tree barriers
- Tree protection and replacement securities.
- The City may request additional documents to support the tree removal request (risk assessment report, geotechnical report etc.)

Description of Additional Requirements:

Arborist Report (and Tree Protection Plan and Tree Replacement Plan)

A report prepared by an arborist, that documents the size (dbh), height, location, species, live crown ratio, health, and structure of all protected trees on a lot and adjacent properties (within 4 m or where the critical root zone of the tree crosses into the property). **Colour photos of each protected tree must be included.**

Confirmation of Tree Protection Barriers

A signed memo from the project arborist that confirms that the required tree barriers have been located and constructed properly. The memo must include photos of the barriers, as well as a plan or reference to a specific plan or report that indicates the locations of the barriers.

Coordinated Site Development Plan (CSDP)

The CSDP must clearly identify all site works proposed within or immediately adjacent to the critical root zones of all protected trees, and clearly state when the project arborist is required to be on-site to supervise work.

Letter of Understanding

A signed letter of understanding from the owner of the neighbouring property(ies) is required if trees are located on the property line or entirely on the neighbouring property. The letter will acknowledge that work is to be done but the shared or neighbouring trees in question are to be retained, and/or grant permission to remove a neighbouring or shared tree.

Tree Survey

A survey plan prepared by a BC Land Surveyor that illustrates the tree number and location, size, and species of all protected on-site trees and off-site trees within 4 meters of the property lines. The tree survey shall also show the dripline of each tree, the existing base elevation of each tree, and the footprint of the existing and proposed buildings.

Tree Protection and Replacement Report

A report prepared by the project arborist upon completion of all works on a site that confirms that all requirements related to tree protection outlined in the tree management permit and CSDP have been followed. A photo of each replacement tree must also be included.

Tree Protection and Replacement Securities

Tree Protection securities:

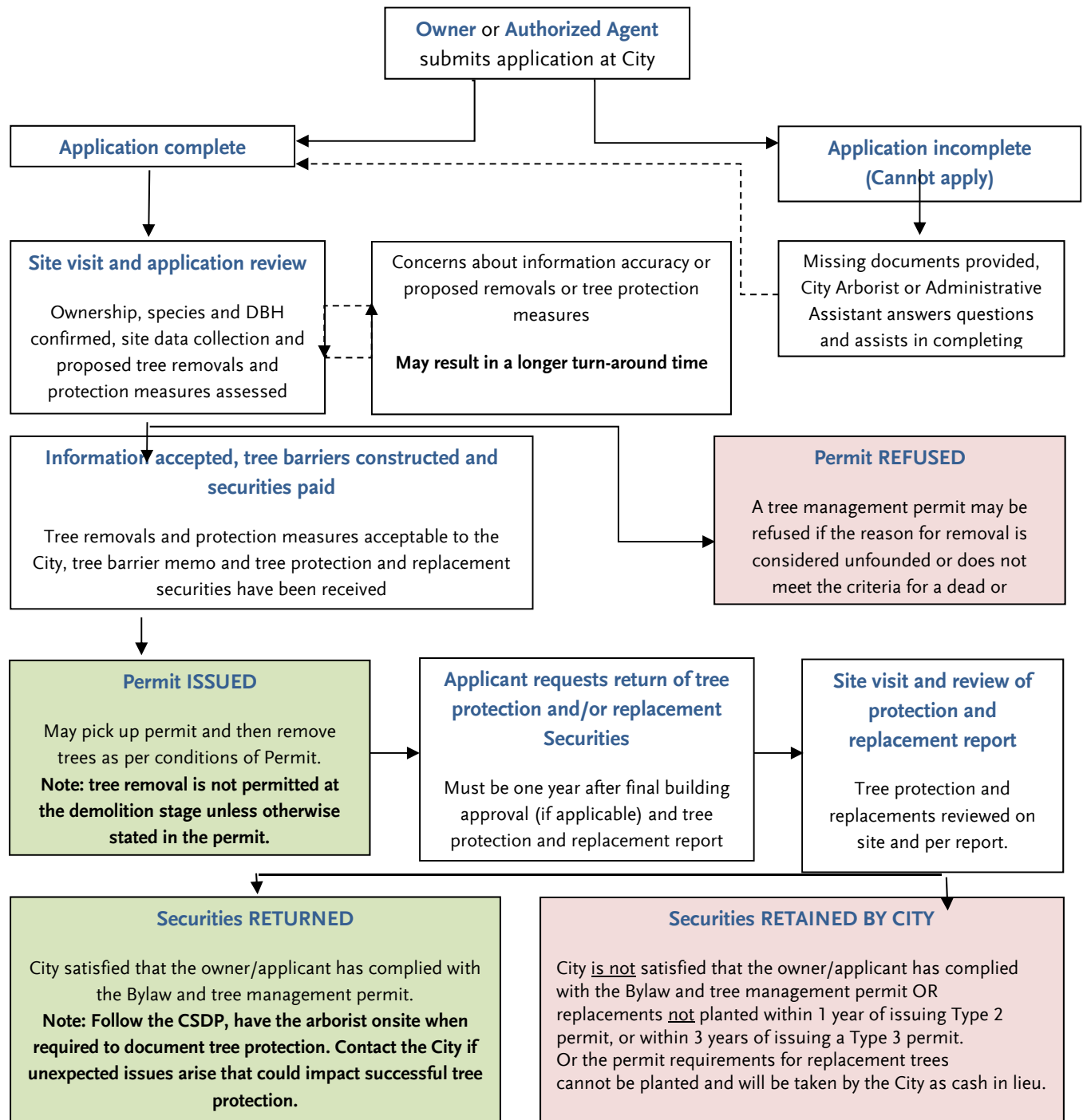
Size of Tree Retained	Securities
Dbh \leq 50cm	\$2,500.00 per retained tree
Dbh of 51-65cm	\$4,500.00 per retained tree
Dbh > 65cm	\$10,000 per retained tree

Tree Replacement securities:

Size of Tree Removed*	Replacement Ratio	Securities / Cash-in-lieu (\$1,500 per replacement tree)
\leq 50cm dbh	2:1	\$3,000
51-65cm dbh	3:1	\$4,500
66-75cm dbh	4:1	\$6,000
76-85cm dbh	5:1	\$7,500
>85cm dbh	6:1	\$9,000

*Lower value trees as defined in Bylaw 1831 will have a 2:1 replacement ratio, regardless of size (dbh).

Application Process Flow Chart



For More Information

If you have any questions or require further information please refer to the White Rock Tree Management Bylaw, 2008, No. 1831, available from the Planning & Development Services Department or on the City's website at www.whiterockcity.ca. For additional clarification of the requirements of the Tree Management Bylaw, please contact the Planning & Development Services Department at 604-541-2136 or by e-mail at planning@whiterockcity.ca.