

GUIDE TO THE TREE PROTECTION BYLAW

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 new Tree Protection Bylaw No. 2407 was adopted on December 14, 2021, to help 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 at breast height (DBH) of 20 cm (7.87 in) or greater measured 1.4 m (4' .5") above natural grade** on privately owned land.
- To cut or remove any tree, regardless of size if any one 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 nutalii*).
 - 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 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'. Please contact the City Operations Department at 604-541-2181 for further information or visit the City's website at www.whiterockcity.ca.
- A person applying for a Demolition Permit or a Building Permit where there are City trees on adjacent property may apply for a Type 3 tree management permit under Bylaw 2047 using the following application process.

Application Requirements

Permits must be applied for in person at **the Planning & Development Services Department**. Application forms are available at City Hall, or on the City website. Type 1 Permit for dead or high-risk hazardous tree. Type 2 Permit for unwanted tree due to property damage or complete view obstruction. Type 3 Permit for demolition and building permits.

Type 1: Dead/High Risk and Type 2: Unwanted Tree Permit Minimum Requirements

- A complete application form signed by the owner and authorized agent (if relevant).
- A non-refundable fee of \$500 for Type 2 per permit application (with the exception of dead or high-risk trees, which have no fee).
- Title Search. 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.
- Arborist report completed within the last 6 months, colour copy only.

Additional Requirements Required:

- 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 reserves the right to request additional documents to support the tree removal request (Level 3 advanced tree risk assessment report, tree survey, geotechnical report, structural engineer report, plumbing report etc.)

Type 3: Tree Management Permit for Demolition and Building Permits Minimum Requirements

- A complete application form signed by the owner and authorized agent (if relevant).
- A non-refundable fee of \$1060.00
- Title Search. 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).
- Arborist report within the last 6 months, colour copy only (including tree protection plan and tree replacement plan).
- Tree survey (Topographic survey).
- If tree(s) is/are shared or offsite, a letter of understanding agreeing to their protection and/or removal from neighbouring owner(s).
- The City may request additional documents to support the tree removal request (risk assessment report, geotechnical report etc.)

Supporting Document Requirements:

Arborist Report -Tree Protection Plan and Tree Replacement Plan

- A report prepared by a Certified Arborist, that documents the species, size in DBH, height, location, 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). All above and below ground utilities must be included. A photograph of each tree is required.

Confirmation of Tree Protection Barriers (TPB)

- A TPB inspection report from the project arborist that confirms that the required tree barriers have been located and constructed properly. The report 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, low impact construction methods, and clearly state when the project arborist is required to be on-site to supervise work.

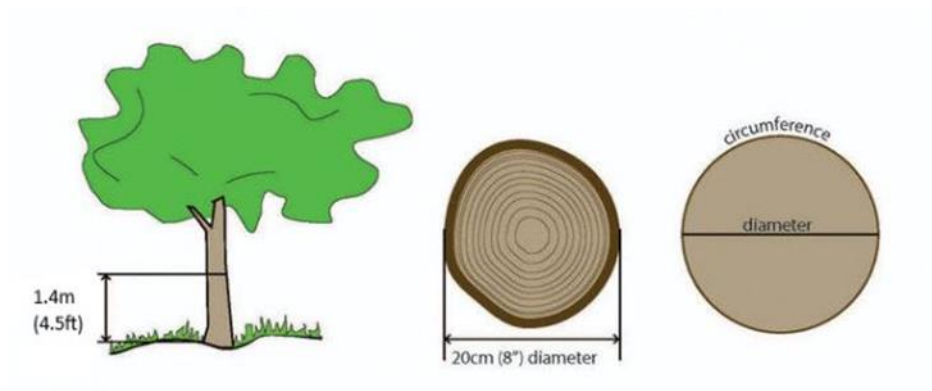
Letter of Understanding (LOU)

- 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 and replace 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.

How to Measure Your Tree:



1. Measure diameter at 1.4 m (4'5") above grade*
2. With a multi-stem tree, measure diameter of the three largest stems then add them together.

*If you do not have a diameter tape, you can determine the diameter of a tree by measuring the circumference of a tree trunk, at 1.4m above ground level, with a regular measuring tape (like measuring your waist size). The circumference can then be divided by 3.1416 to obtain the diameter.

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.

Replacement Trees

- Hedges, palms, dwarf, topiary, standards and shrub species will not be considered as replacement trees.
- Deciduous replacement trees must have a minimum caliper of 6 centimetres and coniferous replacement trees must be at least 3 metres in height.
- Replacement trees must satisfy the following minimum siting requirements and shall be:
 - 3 metres from any retained protected tree or replacement tree; and
 - 3 metres from any BC Hydro line, service line, building foundation, pool and ancillary building; and
 - 1 metre from any property line, driveway, underground utility / service, and retaining wall
- Replacement trees will not be accepted that have been planted in gravel, sand or artificial turf.

Tree Protection and Replacement Securities

Tree Protection securities:

Size of Tree Retained	Securities
DBH ≤ 50cm	\$3,000.00 per retained tree
DBH of 51-65cm	\$4,500.00 per retained tree
DBH > 65cm	\$10,000 per retained tree

Tree Replacement securities:

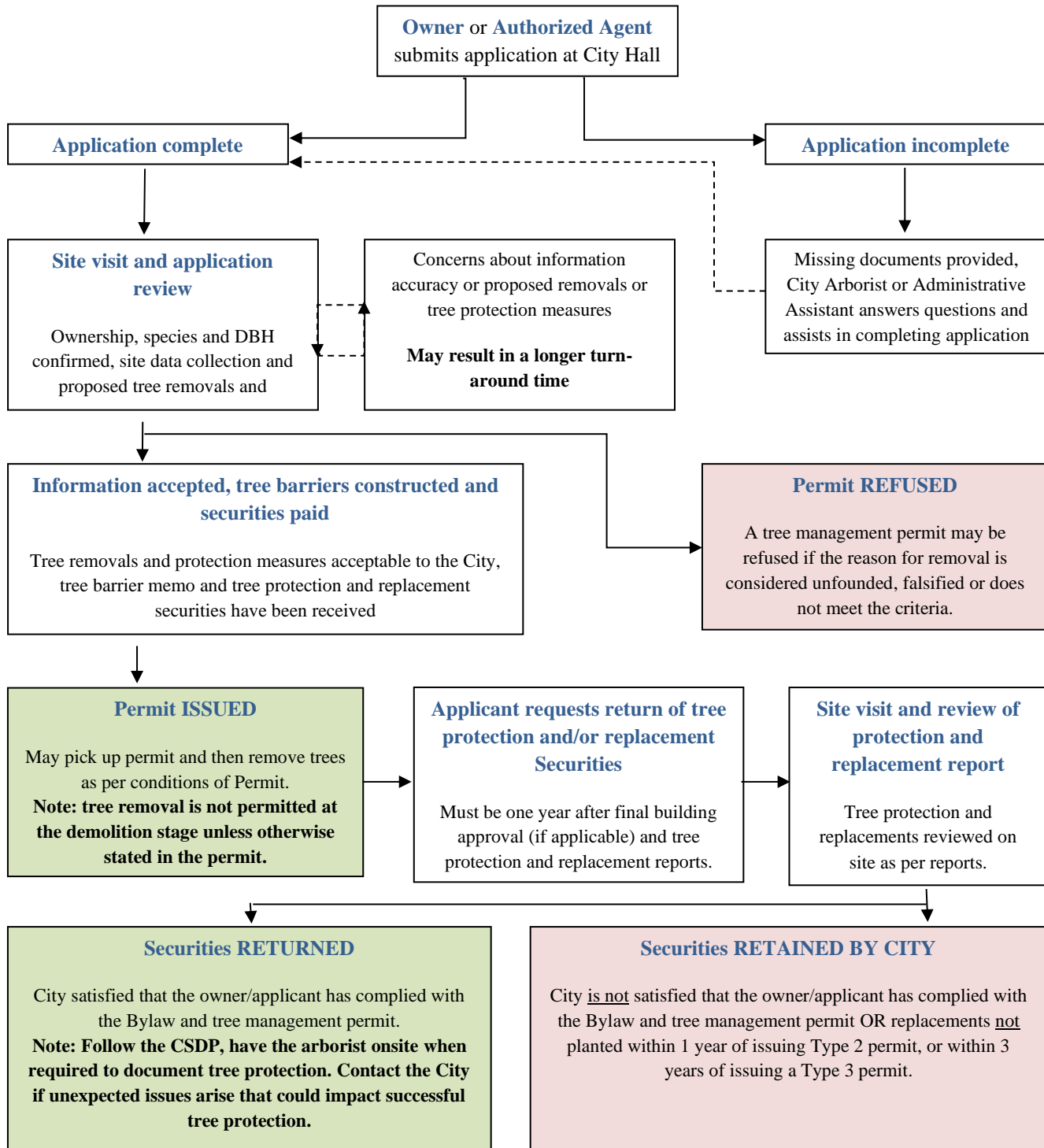
Size of Tree Removed*	Replacement Ratio	Securities / Cash-in-lieu (\$1,500 per replacement tree)
≤ 50cm DBH	2:1	\$3,000
51-65cm DBH	3:1	\$4,500
66-75cm DBH	4:1	\$6,000
76-85cm DBH	5:1	\$7,500
>85cm DBH	6:1	\$9,000

*Lower value trees as defined in the Tree Protection Bylaw, 2021, No. 2407 will have a 2:1 replacement ratio, regardless of size (DBH).

Offences

- Any individual who cuts, removes or damages a protected tree in contravention of the White Rock Tree Protection 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, per day.
- Non-compliance of tree management permits can also result in stop work orders and forfeiture of tree security deposit in addition to the Ticketing for Bylaw Offences Bylaw, 2011, No.1929.

Application Process Flow Chart



For More Information

If you have any questions or require further information please refer to the White Rock Tree Protection Bylaw, 2021, No. 2407, 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 Protection Bylaw, please contact the Planning & Development Services Department at 604-541-2136 or by e-mail at treebylaw@whiterockcity.ca.