

# LANDSCAPE COMMITMENT LETTER

## BY OWNER AND LANDSCAPE ARCHITECT/LICENCED LANDSCAPE CONTRACTOR

The District of West Vancouver

TO:

DATE:

ATTN:

RE: Proposed Development of

This Commitment letter confirms that the Landscape Architect or Licenced Landscape Contractor is to undertake, directly or through sub-consultants, the work outlined in the Landscape Plan from the date of permit issuance until a Final Landscape Checklist of Completion has been issued.

1. Submit a detailed landscape design plan and specifications in accordance with applicable bylaws to the satisfaction of the District.
2. Coordinate plans with other consultants, including, but not limited to, Civil and Architectural.
3. Provide a landscaping cost estimate for calculation of the security deposit.
4. Conduct a final inspection to identify landscaping deficiencies and ensure they are corrected.
5. If sub-consultants, or others with specialist responsibility are employed on components of the landscape works, the Landscape Architect/Licenced Landscape Architect will act as the primary consultant for co-coordinating and reviewing overall design, layout, and field review, and for communicating with the District.

### LANDSCAPE ARCHITECT/LICENCED LANDSCAPE CONTRACTOR AND HOMEOWNER AGREEMENT

The Landscape Architect/Licenced Landscape Contractor is to liaise with homeowners at time of tree protection fencing, installation, and landscaping. This includes notifying them at the start of work, answering homeowner inquiries, and resolving homeowner concerns. Modifications to the approved plans may be considered, provided submitted revisions are accepted by the District and satisfy the intent of any applicable bylaws.

We, the Owner and Landscape Architect/Licenced Landscape Contractor both acknowledge our separate responsibilities to each and to notify the District as soon as possible prior to or, if that is not possible, within one working day, if the Landscape Architect/Licenced Landscape Contractor ceases to be retained for the duties described, or is unable to carry them out. Notification will be made in writing delivered to the Municipal Hall, Land Development Department, or transmitted by email to [landdevelopment@westvancouver.ca](mailto:landdevelopment@westvancouver.ca)

I, the Landscape Architect/Licenced Landscape Contractor, will notify the District of West Vancouver as soon as possible prior to, or, if that is not possible, within one working day of a decision or circumstance that results in a sub-consultant or other specialist ceasing to be retained on this project.

NAME OF LANDSCAPE ARCHITECT/LICENCED LANDSCAPE CONTRACTOR:

SIGNATURE OF AUTHORIZED REPRESENTATIVE:

ADDRESS:

DISTRICT OF WEST VANCOUVER  
BUSINESS LICENCE NUMBER:

LANDSCAPE ARCHITECT'S SEAL (if applicable)

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I/we, the Owner, understand that the District of West Vancouver will rely on the expertise of the Landscape Architect/ Licenced Landscape Contractor, in performing services referred to in this Commitment letter. I/we acknowledge that I/we have reviewed the landscape plans.

OWNER NAME:

OWNER SIGNATURE:

### LANDSCAPE PLAN CHECKLIST

At a minimum scale of 1:100; at scale, with a legend, and North arrow, the landscape plan must show:

- Surveyed locations of all bylaw-protected trees and their (diameter at breast height (DBH), shown to scale, regardless of whether they are being retained or proposed for removal.
- Trees labelled by ownership (onsite/Municipal/offsite).
- Location and species of each tree (and DBH), shrub, or plant to be removed, retained, or planted on private property and municipal boulevard.
- Soil volume and spacing from property lines and structures for each planted tree.
- Identification of each retained and/or planted tree on private property that will count towards the quantity required in the table below, which can be a combination of:
  - i. One retained tree >20 cm DBH;
  - ii. One planted tree (5 cm DBH) of a species that is large or medium at maturity (see List of Replacement Trees in Tree Bylaw); or
  - iii. Two planted trees (5 cm DBH) of a species that are small at maturity (see List of Replacement Trees in Tree Bylaw).

ROW	LOT AREA (m <sup>2</sup> )	# TREES REQUIRED
1	<300	2
2	300-499	3
3	500-699	4
4	700-899	6
5	900-1,099	7
6	1,100-1,299	8
7	1,300-1,499	9
8	1,500-1,699	11
9	1,700-1,899	12
10	1,900-2,099	13
11	2,200-2,299	14
12	2,400-2,499	15
13	2,600-2,699	17
14	2,700-2,899	18
15	For other lot areas, the following formula applies:	$= \frac{62 * \text{lot size (m}^2\text{)}}{10,000 \text{ m}^2 \text{ (1 ha)}}$

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- Building footprint and all other proposed structures (e.g. pools, sheds, driveway, pedestrian walkways, other hardscaping).
- Proposed servicing locations (e.g. water, storm/rock pit, sanitary/septic, hydro, gas, etc.)
- Tree retention plan that includes:
  - i. Retained trees, DBH, and tree protection barrier locations
  - ii. Summary table which lists species, DBH sizes for easy reference during barrier installation and inspection
- Percent and location of permeable vegetated areas on the lot to meet the specifications in Section (7) of Section 130.16 of the Zoning Bylaw.
- The landscape plan.
- Landscaping cost estimate \$\_\_\_\_\_

### RESOURCES

- Tree Planting Guides and Resources (Canadian Landscape Standard (CNLA, CSLA) and Canadian Nursery Stock Standard) can be summarized *here* and in the *Metro Vancouver Tree Regulations Toolkit*.

### FINAL LANDSCAPE CHECKLIST FOR COMPLETION

- The site landscaping is completed as per the approved landscape plan
- All tree protection has been removed
- All trees that were required to be retained, have been retained
- All new trees are planted in the correct calibre
- The number of new and retained trees meet the minimum tree density requirement based on lot size.
  - Total trees retained over 20 cm DBH \_\_\_\_\_
  - Total trees planted (caliper of 5 cm for deciduous trees or height of 3 m for coniferous trees) \_\_\_\_\_
- The percent of permeable area meets the requirements under the Zoning Bylaw - provide lot size (m<sup>2</sup>) and percent permeable vegetated area \_\_\_\_\_
- Boulevard planting/landscaping meets the standards in the Boulevard Bylaw

Verified by Landscape Architect/Licensed Landscape Contractor

DATE:

NAME:

SIGNATURE:

SEAL  
(if applicable)