



## Tree Protection and Regulation Department

### **Tree Regulation and Protection Bylaw No. 7799, 2016**

The descriptions below are a summary of the key points in the Tree Bylaw and the requirements for obtaining a tree removal permit. It is the responsibility of the arborists and tree care companies to carefully read and familiarize themselves with the Bylaw itself. This information is intended to be a helpful reference that can point the reader to specific portions of the Bylaw. For a complete description of terms and conditions please refer to the City of New Westminster website: [www.newwestcity.ca/treepermit](http://www.newwestcity.ca/treepermit)

#### **The following situations require that you submit an Arborist Report:**

For all development applications (i.e. rezoning, subdivisions, development, development variances, building/demolition permits) to submit a site survey with the application:

- where there are qualifying protected trees *on-site*, or any *off-site* trees which could be affected by the proposed development
- at the request of the Director of Parks and Recreation (Tree Protection Bylaw No. 7799, Section 5.2(i))

#### **The following items are required in Arborist Reports submitted to the City of New Westminster:**

- date of site visit and date report was submitted
- information relevant to the purpose for which the report is to be submitted to the City including, but not limited to, surveyed location, species, size, critical root zone, condition, and risk rating of onsite and offsite protected trees;
- photographs of protected trees in the context of the site;
- reasons for any proposed removal of a protected tree;
- protected trees that are part of a stand of trees, comments on the impact of tree removal on the stability of the remaining trees in the stand;
- hazardous trees, provides any pruning mitigation options consistent with the latest edition of the American National Standards Institute (ANSI) A300 and the latest edition of the companion publication "Best Management Practices – Tree Pruning", published by the International Society of Arboriculture, and reports residual risk;
- protected trees other than hazardous trees, describes the recommended tree protection and mitigation measures during site excavation, demolition, construction, or placement of fill and describes the recommended post development tree maintenance measures;
- arborist's business license or inter-municipal business license number;
- location of protected trees in relation to the property lines of a lot and protected trees on adjacent lots that where the drip line is within 4 meters of the property line of the subject lot, including the size of such protected trees, and identifies the location of proposed tree protection zones for each retained protected tree;
- location and identification of specimen trees as defined in section 2.0 (c); and
- report on the presence or absence of nesting birds;
- summary table for tree species and one for recommendations in a suitable format, such as in the following example:

Example of an acceptable summary table format:

Species	On-site	Off-site	City	Total
<b>Totals</b>				

	On-site	Off-site	City	Total
<b>Total # Trees to be protected</b>	XX	XX	XX	XX
<b>Total # Protected Trees to be removed</b>	XX	XX	XX	XX
<b><u>Totals</u></b>	XX	XX	XX	XX
<i>Trees for 1:1 replacement</i>	XX	XX	XX	XX
<i>Trees for 2:1 replacement</i>	XX	XX	XX	XX
<b><u>Total Replacement Trees</u></b>	XX	XX	XX	XX

*No trees are to be removed until authorization for removal has been received from the City of New Westminster in the form of a Tree Cutting Permit; payment of fees does not constitute authorization. Failure to obtain authorization may result in fines and legal action pursuant to the Tree Protection Bylaw No. 7799. Each protected tree to be cut or removed shall be clearly identified with a mark of paint and a Public Notice of a Permit must be posted on-site, a minimum of 24 hours, before any cutting commences and must remain in place throughout the duration of cutting.*

Prior to undertaking any works on the site:

- All permits must be approved and fees and securities paid;
- All trees proposed for retention must be properly protected in accordance with Schedule B of the Tree Protection Bylaw and the approved tree protection plan; and
- Protection measures must be inspected by the Project Arborist and a confirmation letter must be sent to the City's Bylaw Administration Staff.

• Example of an acceptable table format for Recommendations:

**ON-SITE PROTECTED TREE INVENTORY AND ASSESSMENT**

Tree #	Species	DBH <sup>1</sup> (cm)	Condition Rating	Observations and Recommendations	Barrier Dimensions (m)
103	Cypress	25+16= 41	Fair	<ul style="list-style-type: none"> <li>• 75% live crown ratio (LCR);</li> <li>• Co-dominants attach at base</li> <li>• <b>Retain</b></li> <li>• Location near new driveway requires crown-raising by arborist post-construction; suppress prune smaller trunk</li> </ul>	2.3

104	Cypress	--	Dead	<ul style="list-style-type: none"> <li>• <b>Remove</b></li> </ul>	
105-130	Western Red Cedar hedgerow	27-33	Fair	<ul style="list-style-type: none"> <li>• 25 trees on 3' centers, repeatedly topped</li> <li>• Located on 164<sup>th</sup> frontage, within proposed 2m land dedication for road widening</li> <li>• <b>Remove</b></li> </ul>	
131	Western Red Cedar	30	Fair	<ul style="list-style-type: none"> <li>• Permit-sized tree in non-permit sized hedgerow on east boundary</li> <li>• Previously topped, will not benefit from release from hedge</li> <li>• <b>Remove</b></li> </ul>	
132	Plum	15+15+12=42	Poor	<ul style="list-style-type: none"> <li>• Bacterial blight, black knot, decay and cavities at old pruning wounds, declining</li> <li>• <b>Remove</b></li> <li>• Stump to remain or only ground to surface to avoid impacting #152</li> </ul>	
133	Austrian Pine	71	Good	<ul style="list-style-type: none"> <li>• Codominant at 2m, full, healthy crown</li> <li>• Located almost on front P/L</li> <li>• <b>Retain</b></li> <li>• Utility installation/ connections, building excavations must be outside of tree protection barrier (TPB); any incursions into TPB requires arborist to be on-site</li> </ul>	4.3
134	Douglas-fir	48	Good	<ul style="list-style-type: none"> <li>• Open grown, raised crown with 50% LCR; Located to east side of 3 DF on adjacent property</li> <li>• <b>Retain</b></li> <li>• Building plans show slab excavation inside TPB, adapt construction method</li> </ul>	2.9
135-144	Douglas-fir	43-49	Good	<ul style="list-style-type: none"> <li>• Cluster of DF located in building and parking envelopes</li> <li>• <b>Remove</b> or else change plan</li> </ul>	
145	Dawn-redwood	31	Good	<ul style="list-style-type: none"> <li>• Young tree beside present driveway which is to be removed</li> <li>• <b>Retain</b></li> <li>• TPB at edge of driveway for demo, arborist to be on-site for lifting driveway and correct TPB install</li> </ul>	1.2 at demo; 1.9, post driveway removal

<sup>1</sup>DBH = Diameter at breast height measured to the nearest 1 cm at 1.3m above the base