



<b>SUBJECT: LANDSCAPE POLICY</b>	<b>SECTION: Planning and Land Use</b>
	<b>NUMBER: 3.10</b>
	<b>PAGE 1 OF 4</b>
<b>ADOPTED: July 20, 1999</b>	<b>RESOLUTION NO.: 99.266</b>
<b>REVISED:</b>	

**1) OBJECTIVES OF THE LANDSCAPE POLICY**

The primary objectives of this Landscape Policy are to promote a higher standard of landscaping and encourage an overall landscaped character for the Town of Gibsons.

This Landscape Policy sets out:

- when a professionally prepared Landscape Plan is required;
- who may prepare a Plan (registered Landscape Architect);
- who may prepare estimates (landscape professional);
- what the Plan must include (landscape details); and
- how landscape deposits may be secured and released.

**2) DEFINITIONS**

*"Landscape Architect"* shall mean a Landscape Architect registered in British Columbia under the *Architects' (Landscape) Act, 1968*.

*"Landscape Professional"* shall mean a Landscape Architect, Arborist, Landscape Designer, or contractor with local knowledge and experience in implementing Landscape Plans.

*"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.

**3. WHEN IS A LANDSCAPE PLAN REQUIRED?**

3.1 A Landscape Plan prepared by a Landscape Architect must be submitted by the owner in conjunction with:

3.1.1 Development Permit applications for Multi-Family Residential, Commercial, Business Park or Industrial developments; and

3.1.2 For non-development permit projects and smaller alterations or additions to buildings and parking areas landscape plans may be designed by other than a landscape architect



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3.2 All sites which are designated as a Development Permit area in the Official Community Plan Bylaw shall conform to the landscaping and screening guidelines within the Official Community Plan Bylaw in the application of this policy.

#### 4. WHAT SHOULD A LANDSCAPE PLAN INCLUDE?

4.1 A Landscape Plan shall be prepared by a Landscape Architect.

4.2 The Landscape Plan shall illustrate:

4.2.1 Date, scale, north arrow, and the names, addresses, and telephone numbers of both the property owner and the person preparing the plan;

4.2.2 Project name, street address and legal description of the subject property;

4.2.3 A plant list (using common and botanical names) specifying the quantity and size of each plant species to be planted including reference to the British Columbia Society of Landscape Architects/B.C. Nursery Trades Association (BCSLA/BCNTA) Landscape Standard (container sizes for shrubs and ground covers and calliper measurements for trees);

4.2.4 Types, locations and grades of existing trees;

4.2.5 Details and sizes of trees and other vegetation proposed to be retained;

4.2.6 Location and installation method of barrier to protect trees to be retained;

4.2.7 Natural features to be retained;

4.2.8 Existing and proposed site drainage and grading based on an accurate survey of existing grades;

4.2.9 Proposed soil depth;

4.2.10 Areas to be planted, including areas to re-establish vegetation;

4.1.11 Treatment of the surface areas for driveways, parking spaces, sidewalks, walkways, patios and/or boulevards;

4.1.12 Details and location of street furniture including benches, screening of garbage containers and recycling facilities;



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- 4.1.13 Details of amenity areas such as dimensions of play areas and of equipment locations;
- 4.2.14 Existing and proposed utilities (overhead, underground, light standards, etc.);
- 4.2.15 Details of fence locations and fencing materials and height;
- 4.2.16 Irrigation specifications and locations on the property (where applicable);
- 4.2.17 Detailed landscape and maintenance specifications; and
- 4.2.18 Area of site landscaped.
- 4.2.19 Where appropriate the Town of Gibsons designated tree should be incorporated in the landscape plan.**

4.3 Any changes to the approved Landscape Plan shall be approved by the Landscape Architect in writing, and submitted to the Town for approval prior to commencement of any work.

## 5. SECURITY AND LETTER OF ASSURANCE

As part of the Development Permit approval process prior to acceptance of the landscape security deposit, a written estimate of the total cost of the works, broken down into major components, is to be supplied by a landscape professional to include materials, labour, soil, fencing, irrigation systems and other details as appropriate.

Prior to the issuance of a Building Permit, the owner shall submit the following:

1. A deposit in the form of an irrevocable Letter of Credit, satisfactory to the Treasurer of the Town of Gibsons, representing 100% of the estimated cost as provided by a landscape professional and accepted by the Municipal Planner.
2. A signed and sealed Landscaping Agreement that:
  - the Landscape Architect has been retained to supervise the installation of the landscape work in accordance with the approved Landscape Plan and will provide a final site inspection and report to the Municipal Planner confirming substantial compliance with the approved Landscape Plan.



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- the Town of Gibsons or its agents will be permitted to enter the premises and expend any or all of the deposit to complete the landscape works to the satisfaction of the Municipal Planner in accordance with the submitted plans.
- the approved barrier for tree protection will be installed and maintained as illustrated on the Landscape Plan.
- 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.
- 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 Town of Gibsons in connection with the property.

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 approved by the Town of Gibsons' Municipal Planner. Ten percent or more of the security deposit will be retained to ensure proper maintenance for one year after substantial completion.

Renewal of a Letter of Credit may be approved following the one-year period.

**6. GENERAL POLICIES**

- a. Notwithstanding the approved Landscape Plan, no tree or vegetation shall be retained if such tree or vegetation may be a hazard, diseased, or damaged as determined by the Landscape Architect or registered Arborist.
- b. The planting is to be appropriately maintained by the owner with plant health guaranteed with irrigation, weeding, etc., in accordance with the approved Plan.