

# Arborist Report Specifications – Tree Management Plan

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This document should be considered with the [General Arborist Report Specifications](#) for additional information required from an ISA-certified arborist to comply with the [Tree Protection Bylaw](#).

## Purpose

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An Arborist report with a Tree Management Plan is required when there are on-site trees defined as “protected” and/or any off-site trees, which could be affected by development. The purpose of this plan is to provide detailed information on tree retention and protection, assess potential impacts from development activities, and outline suggested mitigation measures.

The plan should also identify trees proposed for removal and recommend suitable replacement species and planting locations, so Saanich Parks can ensure they comply with the Bylaw and are aligned with the goals of the Urban Forest Strategy.

Projects that require a landscape plan do not need the replacement tree locations on the Tree Management Plan. Development applications are sent to Saanich Parks from other Saanich departments, so a separate tree permit application is not needed.

### **Trees to be included in Tree Management Plan:**

- **On-site:** Protected trees as defined by the Bylaw
- **Off-site:** Any Bylaw protected trees that have a drip line within 4 m of the proposed activities, even on adjacent properties, must be included. This includes any public trees. (Please note tree removals on adjacent properties may be considered if they meet the removal criteria of the Bylaw and the owner grants permission).
- **Any High Value Trees as defined in the Official Community Plan and DP Guidelines**

## Tree Management Plan

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The Tree Management Plan must include:

- Tree inventory in table format as described in the [General Arborist Report Specifications](#), with the following additions:

- Protected Root Zone (PRZ) calculations in accordance with the Bylaw or ISA BMP's, PRZ to be indicated on all plans. If the PRZ is reduced from the Bylaw specifications or BMPs, a detailed justification is required using accepted best management practices.
- Indicate if a tree is Bylaw protected or not.
- Indicate if a tree is proposed for retention or removal.
- For trees identified for removal, provide rationale for removal.

Include any factors that apply and affect a tree's suitability for retention (or state if no pathogens and/or defects were observed), including, but not limited to:

- Structural integrity (cracks, included bark, structural weakness, etc.)
- Pathological concerns, Fungal fruiting bodies evident and insect infestations (what type)
- Evident decay and location (union, base or elsewhere)
- Note any significant lean
- Live crown ratio
- Deadwood %
- Vigour

### **Mitigation Measures for Retained Trees**

Recommendations for tree retention must specify suggested techniques and demonstrate the measures are realistic, feasible and provide clarity regarding locations and site conditions. For tree protection measures (i.e., barrier fencing, soil compaction/ground protection, canopy protections, stem hording, etc.), the information must include the location and dimensions of tree protection measures and must be shown on the site plan. Additional information, such as how works will be conducted within the PRZs of Bylaw protected trees, is also required, including but not limited to:

- Arborist Supervision
- Relocating infrastructure (services, utilities, retaining walls, driveways, landscape features)
- Construction techniques (suspended slabs, floated driveways, aerated sub-base, tree wells)
- Recommendations to reduce impacts of excavation, using the least invasive method possible, such as: air spade, hand digging, small equipment, boring/tunnelling techniques and above grade root protection/armoring or hydro-vac excavation
- Root, tree canopy or limb pruning and/or tree support systems (such as cabling or bracing)
- Detailed pruning prescriptions if alteration (as defined in the Bylaw) of protected trees is required or if boulevard trees will require pruning.
- Watering/irrigation, mulching, fertilizing etc. to mitigate impacts
- Modify or "Wildlife" hazard trees located in environmentally sensitive areas

- Root protection measures to allow equipment access and/or material staging, such as: double layer of plywood or steel plates for equipment access, an aerated sub-base or a layer of hog fuel or wood chips (min. 20 cm thick), etc.
- Recommendations to mitigate the impacts of blasting (non-phytotoxic blasting compounds and methods to reduce extent of blasting into PRZ)
- How protection measures will be maintained in good condition throughout the project.
- Pre-construction meeting to ensure trades comply with arborist recommendations.

## Tree Preservation and Replacement Summary (required for DPs and rezoning)

A tree preservation and replacement summary is requested for Development Permit or Rezoning applications and may be requested for complex building permit sites as required. The goal of this summary is to ensure applications meet the requirements of the Tree Bylaw.

	# of existing trees	# of trees to be retained	# of trees proposed to be removed	# of replacement trees required by Bylaw	# of proposed replacement trees	Total # of trees at project completion (retained plus replaced)
Bylaw protected on-site trees						
Boulevard trees						
Off-site trees**						N/A

\*\* Any protected trees that have a drip line within 4 m of the proposed activities must be included.

For more information on suitable replacement trees and their placement, please refer to the [Replacement Tree Process](#).

If you have any questions about any of the information presented in these tips, please contact Saanich Parks: 250-475-5522 or [Parks@saanich.ca](mailto:Parks@saanich.ca)