

# Arborist Report Specifications – Post Arborist Supervision Memo

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This 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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A post- Arborist supervision memo is required from a consulting arborist once works are completed within Bylaw protected trees' protected root zone (PRZ). These works should be completed under a tree permit or municipal approvals and conditions of the permit are to be followed. Typically, the arborist is required to supervise the erection of tree protection barrier (fencing) at the edge of excavation and surrounding the remaining PRZ.

After the arborist has completed supervision of the works the arborist must provide Saanich Parks with a follow up memo that:

- (a) confirms that they supervised the excavation and works around trees;
- (b) based upon what was observed, identifies if the health and stability of the trees has been compromised by the works.

The Post Arborist Supervision Memo must include:

- Tree inventory in table format as described in the [General Arborist Report Specifications](#), with the following additions:
  - date(s) of arborist supervision with detailed activities undertaken
  - the location/identification of trees impacted by the project and/or referenced tree numbers according to development proposals
  - the scope of work – including exact numbers and size of roots or limbs impacted
  - tree protection installation (if applicable)
  - description of relevant site factors
  - description of arboriculture practices employed (root pruning, hydro excavation, hand digging, etc.)
  - photographs of specific impacts and measures to mitigate those impacts
  - the overall residual tree risk rating of all trees impacted by the project including limitations of the assessment
  - Residual risk rating of any trees that have had the risk rating raised by the activities to Moderate or higher.
  - Conclusions and recommendations (if appropriate)

- Arborist's Signature

If the health and stability of a protected tree is impacted because of damage that has occurred during excavation or other construction related activity, which is not consistent with the permit, Saanich Parks may apply enforcement actions.

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