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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**TREE COMMITTEE MEETING  
OF THE VILLAGE OF LIONS BAY  
HELD ON THURSDAY, NOVEMBER 9, 2017 at 9:30 AM  
ON SITE: 233 BAYVIEW ROAD**

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**AGENDA**

1. **Call to Order**
2. **Appointment of Recorder**
3. **Approval of the Agenda**
4. **Public Questions & Comments**
5. **Approval of Minutes**
  - A. Trees, Views & Landscapes Committee – October 17, 2017 (Page 3)
6. **Business Arising from the Minutes**
7. **Unfinished Business**
8. **New Business**
  - A. Tree Application #81 – 233 Bayview Road (Page 5)
9. **Public Questions & Comments**
10. **Adjournment**

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Minutes of the Tree Committee meeting

October 17<sup>th</sup>, 2017

On-site @ 20 Kelvin Grove Way

1. In attendance; Chair, Simon Waterson, Ron McLaughlin, Tony Clayton, Jim Cannell and Michael Jury.
2. The meeting was called to order at 09:31am.
3. Simon Waterson was appointed Recorder for the meeting.
4. The Agenda was approved unanimously.
5. Public Participation – owner of # 30 Kelvin Grove Way
  - He was enquiring about protocol for removing trees on village land.
6. The previous minutes from the meeting dated 2<sup>nd</sup> June 2017 were approved unanimously.
7. Old Business; None.
8. New Business;
  - *Tree Application #80 – 20 Kelvin Grove Way – moved by Ron McLaughlin, seconded by Simon Waterson, that as was mentioned by the public works department and the village office, the applicant may top the trees mentioned in the application. The trees should be trimmed following the downward slope, parallel to the land.*
  
  - No trees may be trimmed or cut within #55 Kelvin Grove Way. The applicant should take care and attention to avoid any damage, when cutting or trimming any trees nearby their neighbour at #10 Kelvin Grove Way. All wood and debris should be removed.*
9. Adjournment; - The meeting adjourned at 09:58am.

Simon Waterson

Recorder

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**RECEIVED**  
 SEP 18 2017  
 chq # 104 475  
 Sme



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Schedule "A"

Tree Cutting Application Form

All fields must be completed

Applicant's Full Name: <b>ROMANA EATON</b>	
Address: <b>233 BAYVIEW ROAD</b>	
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: <b>GEORGE AMOS TREE CARE</b>	
Phone: <b>778 836 7960</b>	Email:

<b>Office Use Only</b>	Tree Application Number: <b>#81</b>
Received by: <b>Suzanne Loutch</b>	Date: <b>Sept 18, 2017</b>
Amount Paid: <b>\$75-</b>	Cash or Cheque: <b>#104</b>
Application Complete? (Y/N) <b>No</b>	If no, reason: <b>we had to figure out when neighbours to contact: Sept 19, emailed neighbours to be contacted.</b>
Date referred to Public Works: <b>(resent Oct 25) Oct 20/17</b>	Date returned by Public Works: <b>(See attached comments) Oct 26/17</b>
Date Application to Tree Cttee: <b>Oct 26</b>	Meeting Date:
Agenda forwarded to Tree Cttee:	Minutes received from Tree Cttee:
Council Agenda Date:	Council Decision:
Parties Notified:	
Date of Letter Notifying Applicant of Decision:  (March 1-July 31: Arborist Certification Required)	Received Damage Deposit: Name of Arborist/Contractor:  Proof of WorkSafe Certificate: Proof of Insurance (\$5 mil/VoLB Add'l Insured):
Permit Issued:	Post-work check by Public Works:
Damage Deposit Returned:	If not, reason:

*Sept 19, emailed neighbours to be contacted.  
 - Oct 26 - no responses rec'd.*



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Species/Description of Tree(s):  
 CEDAR & ALDER

Location of Tree(s):  
 SOUTH SIDE OF PROPERTY LINE ON  
 BAYVIEW RD.

\*Trees must be clearly marked with marking tape in time for the Trees, Views and Landscapes Committee's site visit.

Reason for Removal:	
<input type="checkbox"/> Too close to property (foundation, garage, fence, etc.) <input checked="" type="checkbox"/> Dead, dying or diseased <input checked="" type="checkbox"/> Unattractive <input checked="" type="checkbox"/> Blocking sunlight <input type="checkbox"/> Attracting wildlife	<input type="checkbox"/> Interfering with infrastructure (roads, sidewalks, etc.) <input type="checkbox"/> Leaves causing problems <input type="checkbox"/> Blocking site access <input type="checkbox"/> Affecting house value <input type="checkbox"/> Hazardous <input checked="" type="checkbox"/> Interfering with view

Please provide additional comments which may be useful:  
 WE ARE REQUESTING THE ABILITY TO CLEAN THIS AREA OF DEBRIS AND DEAD TREES AND BRANCHES. WE WOULD LIKE TO TOP THE TREES TO BELOW THE LEVEL OF THE HYDRO LINES, SIMILAR TO WHERE THEY HAVE PREVIOUSLY BEEN CUT.

Replanting Plan, if any (please include anticipated timeframe for completion):  
 NO REPLANTING AT THIS TIME,



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I have attached a colour photograph or colour photocopy of the subject tree(s) with descriptive notes or markings if applicable.

I have verified the information contained within this application is correct. No cutting of Significant Trees, as defined by Schedule "C" to Village of Lions Bay Tree Bylaw No. 393, 2007, as amended, is contemplated by this application or, if it is, this fact is clearly and explicitly set out in the application along with supporting rationale.

I acknowledge that responsibility for bylaw compliance rests with me as the applicant. I will indemnify and save harmless the Village of Lions Bay, its officials, employees and agents against claims, liabilities and expenses of every kind, in respect of anything done or not done pursuant to this application or ensuing permit, if issued, including negligence and/or failure to observe all bylaws, conditions, acts or regulations.

I understand that, should this application be approved, all work performed must comply with any and all conditions of approval incorporated in the Council resolution, and that failure to comply with such conditions may result in fines, penalties and/or legal action.

Romana Eaton

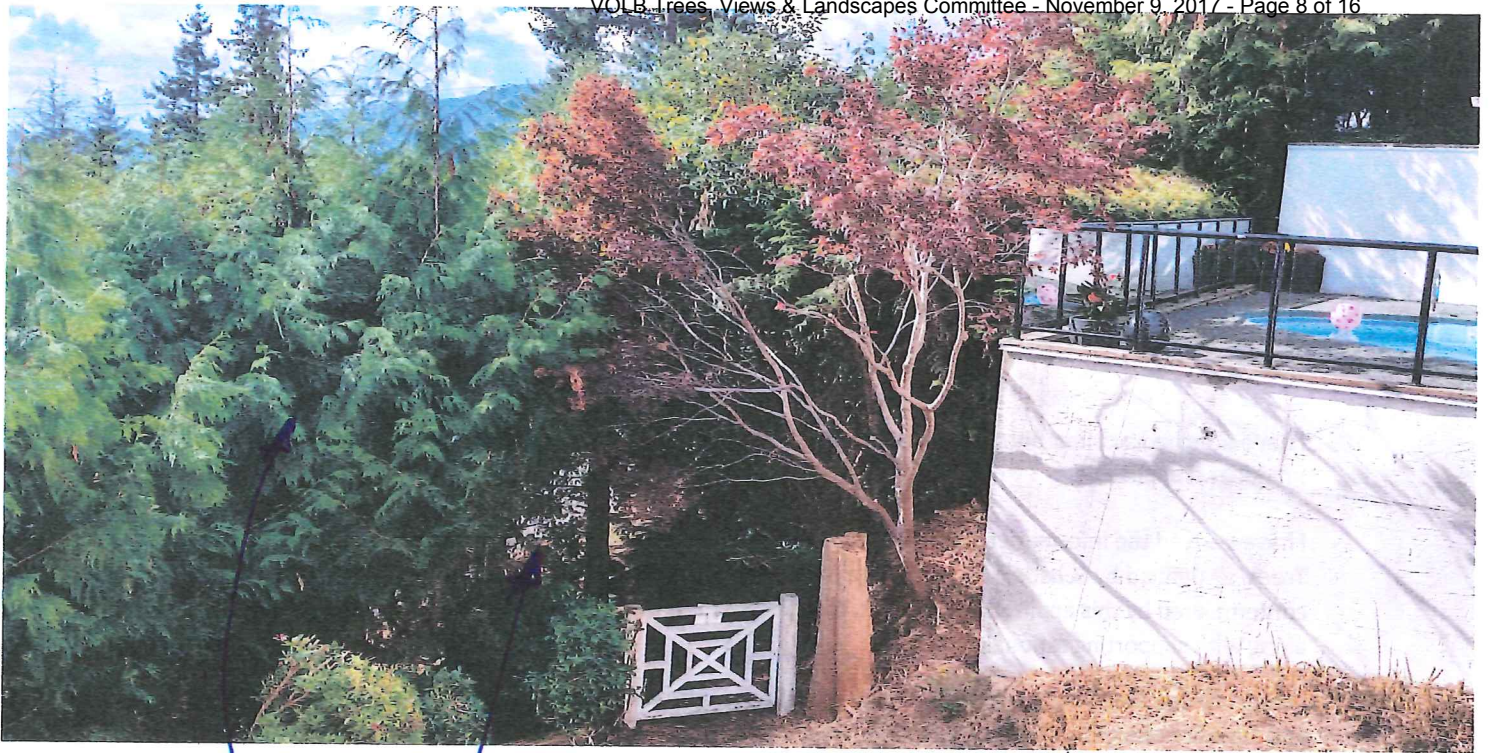


SEPT 17 2017

Name of Applicant (Please Print)

Signature

Date Signed



CEDARS AND ALDER TREE  
TO THE SOUTHWEST, WISH TO  
BE TRIMMED AT TO SIMILAR  
LEVEL AS PREVIOUSLY DONE



DEAD TREE

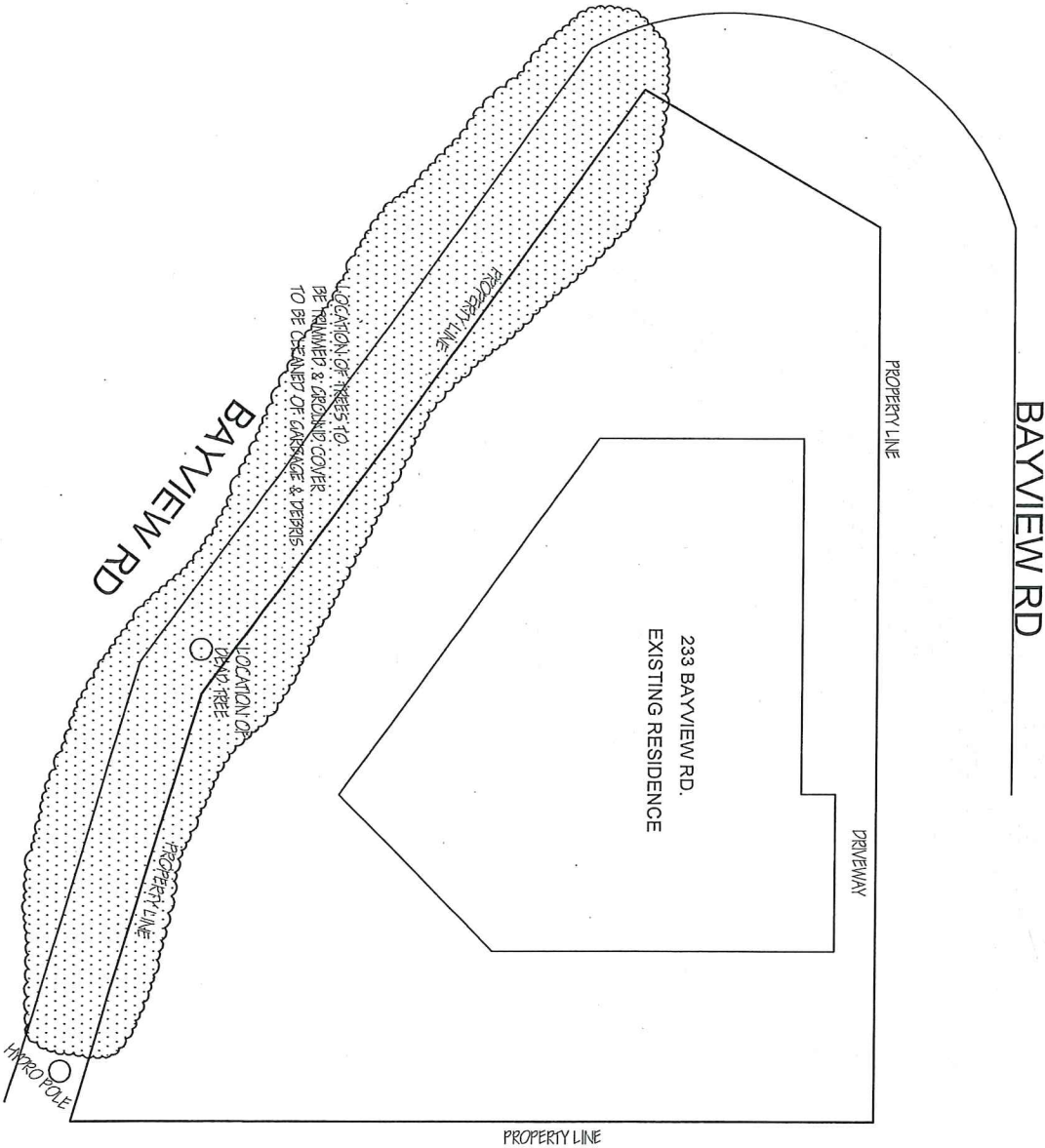
CEDARS AND ALDER TO THE SOUTH TO BE TRIMMED TO SIMILAR LEVEL AS BEFORE (SEE DEAD TREE) DEBRIS AT GROUND LEVEL TO BE CLEANED UP.

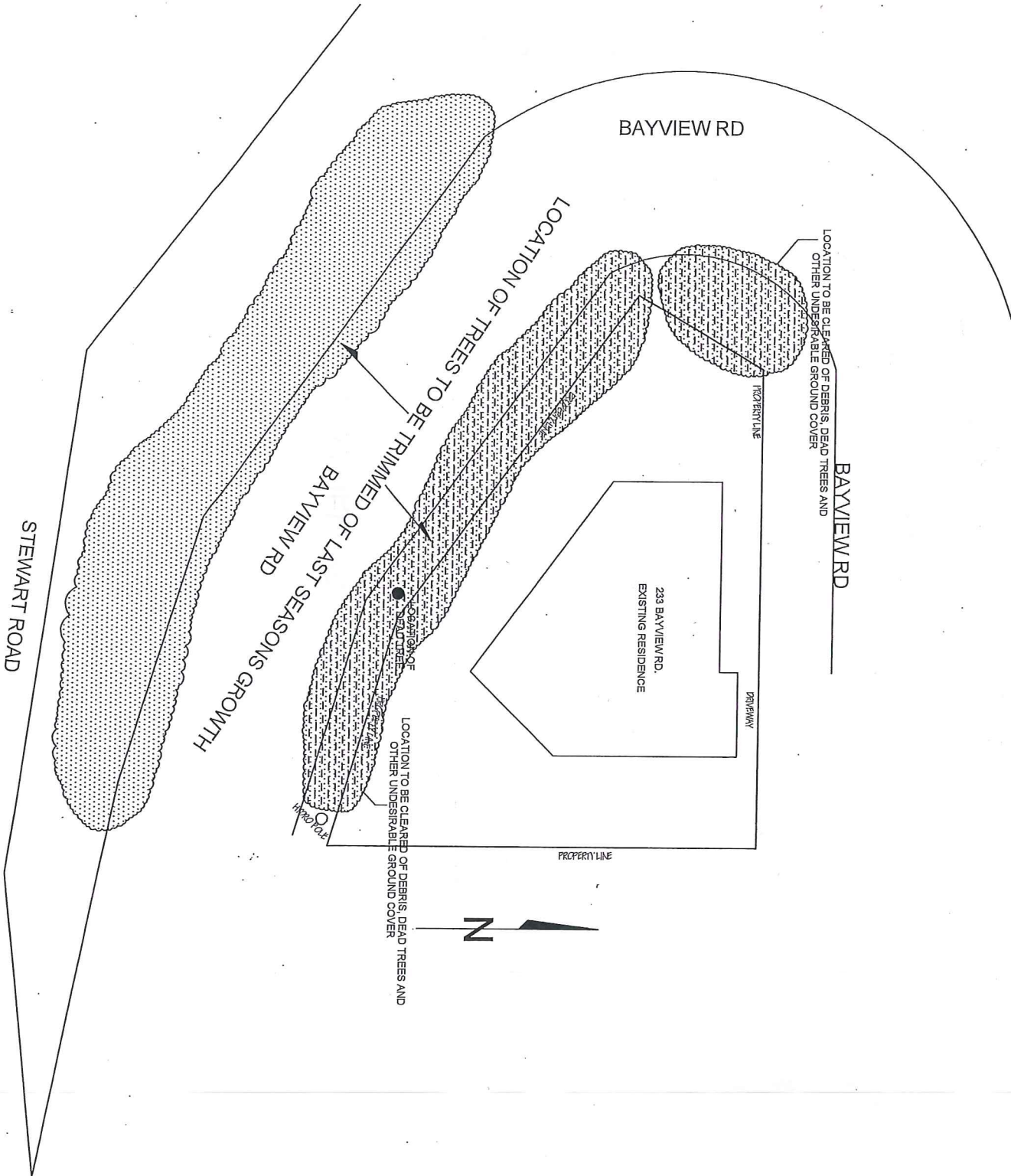


\* BROKEN  
POTS

PLANT CUTTINGS &  
DEBRIS

BAYVIEW RD





STEWART ROAD

BAYVIEW RD

LOCATION OF TREES TO BE TRIMMED OF LAST SEASONS GROWTH

LOCATION TO BE CLEARED OF DEBRIS, DEAD TREES AND OTHER UNDESIRABLE GROUND COVER

BAYVIEW RD

233 BAYVIEW RD,  
EXISTING RESIDENCE

LOCATION TO BE CLEARED OF DEBRIS, DEAD TREES AND OTHER UNDESIRABLE GROUND COVER

N

PROPERTY LINE

DRIVEWAY

PROPERTY LINE



Public Works Tree Cutting Referral Comments

Tree Cutting Application Number:	# 81
Name of Applicant:	ROMANA EATON
Address of Applicant:	233 Bayview Rd
Location of Tree(s):	cedars & alder on south west boundary
Clearly on Municipal Land: (Y/N) (If no, survey required at applicant's cost)	YES MUNICIPAL
Location in Relation to Municipal Infrastructure (Present & Future):	NO IMPACT.
Location in Relation to Others' Infrastructure (Telus / Hydro Lines, etc.):	NO IMPACT.
Slope Stability Considerations:	ITS STEEP ON THE WEST SIDE OF BAYVIEW. HOWEVER, CONSIDERING THE ROOT STRUCTURE, OF THE EXISTING TREES, SLOPE STABILITY SHOULDN'T BE AN ISSUE.
Replanting Required (Y/N and recommendations, if any):	NO
Other Considerations / Comments:	IF SOME OF THE PREVIOUSLY TOPPED TREES ARE REMOVED, AND SMALLER TREES ARE LEFT TO GROW, THIS WILL CREATE A CYCLE FOR A LIVING FENCE, WHICH ALSO PROVIDES A HEALTHY ROOT STRUCTURE THAT WILL PREVENT EROSION OF THE SLOPES.
Attachments (Y/N and Description):	

## Lions Bay Reception

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**From:** Lions Bay Reception  
**Sent:** Tuesday, September 19, 2017 12:19 PM  
**To:** [REDACTED]  
**Subject:** Tree Cutting Application for 233 Bayview Rd  
**Attachments:** Form Letter for canvassing Affected Neighbour properties.pdf

Romana

In consultation with Peter DeJong our CAO, he has advised that you must canvass your neighbours at:

231 Bayview Rd  
240 Bayview Rd  
242 Bayview Rd  
255 Stewart Rd  
256 Stewart Rd  
257 Stewart Rd  
258 Stewart Rd  
259 Stewart Rd  
260 Stewart Rd  
261 Stewart Rd  
262 Stewart Rd

I have attached the Form Letter for canvassing your neighbours. Please make copies. Each neighbour will need to respond.

Thank you

**Susan Loutet**  
*Administrative Assistant*



**The Municipality of the Village of Lions Bay.** [www.lionsbay.ca](http://www.lionsbay.ca)  
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 CANADA  
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## Lions Bay Reception

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**From:** Romana Eaton [REDACTED]  
**Sent:** Monday, October 16, 2017 3:21 PM  
**To:** Lions Bay Reception  
**Subject:** Re: Tree Cutting Application for 233 Bayview Rd

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Thank you

On Mon, Oct 16, 2017 at 2:46 PM, Lions Bay Reception <[reception@lionsbay.ca](mailto:reception@lionsbay.ca)> wrote:

Romana

We have had no replies to the canvas letter which you distributed.

The Tree Cutting Application package, has today been forwarded to Public Works, for their inspection and comments.

As soon as we have their comments, the package will be forwarded to the Tree Committee, for their comments and recommendation to Council. (they have 8 business days to complete this) At this time the Tree Committee will contact you when the meeting will take place.

This application will not make the October 17 Council meeting. There are 2 Council Meeting in November, the 7<sup>th</sup> and 21<sup>st</sup>.

Thank you

**Susan Loutet**

*Administrative Assistant*



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