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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**TREES, VIEWS & LANDSCAPES COMMITTEE MEETING  
OF THE VILLAGE OF LIONS BAY  
HELD ON WEDNESDAY, JUNE 27, 2018 at 9:30 AM  
ON SITE: 325 BAYVIEW PLACE**

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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 and Landscapes Committee Meeting – June 1, 2018 (Page 3)
- 6. Business Arising from the Minutes**
- 7. Unfinished Business**
- 8. New Business**
  - A. Tree Application #85 – 325 Bayview Place (Page 5)
- 9. Public Questions & Comments**
- 10. Adjournment**

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Minutes of the Tree Committee meeting

June 1<sup>st</sup>, 2018

On-site @ 249 Bayview Road - #86

In attendance; Chair, Simon Waterson, Mike Jury, Jim Cannell and Jay Barber.

1. The meeting was called to order at 09:30 am.
2. Simon Waterson was appointed Recorder for the meeting.
3. The Agenda was approved unanimously.
4. Public Participation - None
5. The previous minutes from the meeting dated March 27<sup>th</sup> 2018, were approved unanimously.
6. Old Business; None.
7. New Business;
  - a. Tree Application #86 – 249 Bayview Place - moved by Jim Cannell; Seconded by Simon Waterson, that:

*As requested, the applicant is permitted to cut and clean the specified Maple and Cedars.  
All wood and debris must be removed.*
8. Adjournment; - The meeting adjourned at 09:36 am.

Simon Waterson

Recorder

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# 85

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

**Tree Cutting Application Form**

All fields must be completed

Applicant's Full Name: Bernd Hahnhaussen	
Address: 325 Bayview Place	
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: Armin Berendes	
Phone: 778 839 3445	Email: clearview@novuscom.net

Office Use Only	Tree Application Number:
Received by: <i>AM</i>	Date: <i>March 16 / 2018</i>
Amount Paid: <i>\$ 75<sup>00</sup></i>	Cash of <u>Cheque</u> : <i># 075 \$ 75<sup>00</sup> (dated Mar 19)</i>
Application Complete? (Y/N) <i>(N)</i>	If no, reason: <i>consent form from 320 Bayview Pt. required</i>
Date referred to Public Works: <i>March 16 / 18</i>	Date returned by Public Works: <i>Mar 19 / 18</i> <b>(See attached comments)</b>
Date Application to Tree Ctte: <i>June 20 / 18</i>	Meeting Date:
Agenda forwarded to Tree Ctte:	Minutes received from Tree Ctte:
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:



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Rationale for Application:	The trees have been topped previously and they impact the view from 307, 315, and 325 Bayview Place.
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As you may be an Affected Property Owner, please accept this letter as notification of my application. I would appreciate if you would provide me with your written response as soon as possible, noting your support or any concerns regarding this work, so that I may forward your comments with my application package.

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

Thank you,

Bernd Hahnhaussen

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Email

\_\_\_\_\_  
Phone

**Office use only:**

- Confirm Affected Property Owner received notice of application
- Confirm Affected Property Owner's position on application details
  - Supportive       Opposed       Other

Name of Affected Property Owner spoken to by staff: \_\_\_\_\_

Date verified by office staff: \_\_\_\_\_

Staff member name: \_\_\_\_\_

Bernd Hahnhaussen  
325 Bayview Place  
Lions Bay, B.C.

  
VON2E0

The Municipality of Lions Bay


To whom it may concern:

I am submitting a completed Tree Cutting Application Form. These trees have been topped before and need appropriate maintenance. I would like to undertake this maintenance by a certified arborist in order to maintain the value of the property. As it is stated in the village application these previously topped trees also have the potential to become hazardous if they are not maintained.

I have already inspected the trees with one of the Village Officers. We found that some of the trees might straddle the property line of the village. Other trees belong to my neighbor, who has no objection to re-top them to their previous height.

I am attaching the consent forms and a colored photograph.

*March 16, 2018* *B.H.*  
Lions Bay, ~~2017-10-24~~  
Respectfully yours,

  
Bernd Hahnhaussen



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**Species/Description of Tree(s):**

13 Cedar and fir trees that have been previously topped.

**Location of Tree(s):**

The trees are on the roadside in front of 330 Bayview Place

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

**Reason for Removal:**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Too close to property (foundation, garage, fence, etc.)</li> <li><input checked="" type="checkbox"/> Dead, dying or diseased</li> <li><input checked="" type="checkbox"/> Unattractive</li> <li><input type="checkbox"/> Blocking sunlight</li> <li><input type="checkbox"/> Attracting wildlife</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Interfering with infrastructure (roads, sidewalks, etc.)</li> <li><input type="checkbox"/> Leaves causing problems</li> <li><input type="checkbox"/> Blocking site access</li> <li><input checked="" type="checkbox"/> Affecting house value</li> <li><input checked="" type="checkbox"/> Hazardous</li> <li><input checked="" type="checkbox"/> Interfering with view</li> </ul> |
|---|---|

**Please provide additional comments which may be useful:**

These trees have been topped previously and require maintenance pruning. We would like to top down to previous topped height for Vista maintenance. Including the removal and dispose of all debris.

**Replanting Plan, if any (please include anticipated timeframe for completion):**

No replanting planned



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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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.

Hahnhamssen

[Redacted Signature]

Feb. 1, 2018

Name of Applicant (Please Print)

Signature

Date Signed

Dear neighbor, I intend to make an application to trim trees. The trees are on the roadside in front of 330 Bayview Place. The particular cedar and fir trees have been previously topped. The plan is to trim the trees back to the previous topping by a certified arborist. The white line indicates the specific trees and the approximate pruning line.



I agree with the plan to trim the trees back to the previous topping line

Lions Bay, Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature \_\_\_\_\_

**Public Works Tree Cutting Referral Comments**



Tree Cutting Application Number: <i>85</i>
Name of Applicant: <i>Bernd Hahnhausen</i>
Address of Applicant: <i>325 Bayview Place</i>
Location of Tree(s): <i>roadside in front of 330 Bayview Place</i>
Clearly on Municipal Land: (Y/N) (If no, survey required at applicant's cost) <i>YES</i>
Location in Relation to Municipal Infrastructure (Present & Future):  <i>NO ISSUES</i>
Location in Relation to Others' Infrastructure (Telus / Hydro Lines, etc.):  <i>NO ISSUES</i>
Slope Stability Considerations:  <i>NO ISSUES</i>
Replanting Required (Y/N and recommendations, if any):  <i>NO</i>
Other Considerations / Comments: <i>WE WOULD PREFER IF TWO OF THE LARGEST TREES ARE REMOVED ENTIRELY, THE VILLAGE IS MOVING TOWARDS A NO TREE TOPPING POLICY. IN SOME CASES SUCH AS YOUR WE WILL ALLOW RE TOPPING.</i>  <i>MARCH/19/18</i> <i>G.B.</i>
Attachments (Y/N and Description):



# THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Form letter for canvassing Affected Property Owners (print as many copies as may be necessary)

Date: \_\_\_\_\_

Affected Property Owner's Name: \_\_\_\_\_

Address: 315 Bayview Pl.

Email Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Dear \_\_\_\_\_:

**Re: Tree Cutting Application**

I intend to make an application for a permit to remove trees on municipal property and, as part of the application process, I am required to notify Affected Property Owners. The specifics of the application are as follows:

Location:	Roadside in front of 330 Bayview Place
Type(s) of Tree(s):	13 cedar and fir trees
Description of Work:	Top down to previously topped height for Vista maintenance and to avoid that the previously topped trees to become hazardous. Remove and dispose all debris.
Replanting Plan:	No replanting

Dear neighbor, I intend to make an application to trim trees. The trees are on the roadside in front of 330 Bayview Place. The particular cedar and fir trees have been previously topped. The plan is to trim the trees back to the previous topping by a certified arborist. The white line indicates the specific trees and the approximate pruning line.



\* I agree with the plan to trim the trees back to the previous topping line

Lions Bay, Date: March 12, 2018

Name: \_\_\_\_\_

Signature \_\_\_\_\_

Dear neighbor, I intend to make an application to trim trees. The trees are on the roadside in front of 330 Bayview Place. The particular cedar and fir trees have been previously topped. The plan is to trim the trees back to the previous topping by a certified arborist. The white line indicates the specific trees and the approximate pruning line.



\* I agree with the plan to trim the trees back to the previous topping line

Lions Bay, Date: 3 Feb 2018

Name: \_\_\_\_\_

Signature: \_\_\_\_\_



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Form letter for canvassing Affected Property Owners (print as many copies as may be necessary)

Date: 29/10/17

Affected Property Owner's Name: [REDACTED]

Address: 307 BAYVIEW PLACE

Email Address: [REDACTED]

Phone Number(s): [REDACTED]

Dear [REDACTED]:

**Re: Tree Cutting Application**

I intend to make an application for a permit to remove trees on municipal property and, as part of the application process, I am required to notify Affected Property Owners. The specifics of the application are as follows:

Location:	Roadside in front of 330 Bayview Place
Type(s) of Tree(s):	13 cedar and fir trees
Description of Work:	Top down to previously topped height for Vista maintenance and to avoid that the previously topped trees to become hazardous. Remove and dispose all debris.
Replanting Plan:	No replanting

RECEIVED  
JUN 14 2018  
*attached*

**Bernd Hahnhausen**  
325 Bayview Place  
Lions Bay, B.C.  
V0N 2E0

*to # 85  
for TC.*

[Redacted]

Canada

[Redacted]

[Redacted]

Lions Bay, B.C.

Promissory Note Promise to Pay

I, Bernd Hahnhausen of Lions Bay promise that I will pay in full for all the work without exceptions.

I will hire "Burley Boys Tree Service Ltd." to top the cedar and fir trees opposite our property down to the old cuts.

Lions Bay, June 14, 2018

[Redacted]

#85  
attached  
to  
letter to  
TC

**Lions Bay Reception**

**From:** Bernd Hahnhaussen [redacted]  
**Sent:** Thursday, June 14, 2018 1:29 PM  
**To:** [redacted]  
**Cc:** [redacted] Lions Bay Reception; Peter DeJong; Public Works; Shawna Gilroy;  
[redacted]  
**Subject:** Re: Tree cutting application



Ok

Sent from my iPhone

On Jun 14, 2018, at 13:25, [redacted] wrote:

Hi Bernd, further to this it must be made clear in writing that you are paying for all work with no exceptions.

I understand the public work department has recommended two of the tree to be removed completely. We will not allow for the trees to be removed as this will effect the privacy of our home.

Thank you,

[redacted]

[redacted]

[redacted]

[redacted]

# 85

## Lions Bay Reception

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**From:** [REDACTED]  
**Sent:** Thursday, June 14, 2018 12:15 PM  
**To:** Bernd Hahnhaussen  
**Cc:** [REDACTED] Lions Bay Reception; Peter DeJong; Public Works; Shawna Gilroy;  
**Subject:** Re: Tree cutting application

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

Hi Bernd, if you hire the Burley Boys then will sign document to give permission which outlines the scope of the work. I'd add that we bought our house because of it privacy from the street. We want this privacy to be unaltered in anyway. With this we expect to be present at all times when work is to be done so that our requirement are put first at all times.

Please provide evidence that your arborist contractor is in good standing with Worksafe BC and has the requisite insurance, including a \$5 million limit on liability and that [REDACTED] including our full address are added as an additional insured.

Thank you,

[REDACTED]

On Jun 14, 2018, at 12:06 PM, Bernd Hahnhaussen [REDACTED] wrote:

Hi [REDACTED]

Thank you for your reply and reconsidering your approval! In our conversation and in your last email, you said, that if we hire the Burley Boys you would allow us to top the trees next to the road. Thank you for including the Lions Bay Reception in your reply.

However, could you please express **to them** that you are in agreement to top the trees, using the Burley Boys. If you are not giving your approval to them they are asking me to contact an expensive survey that shows that the trees are on village property.

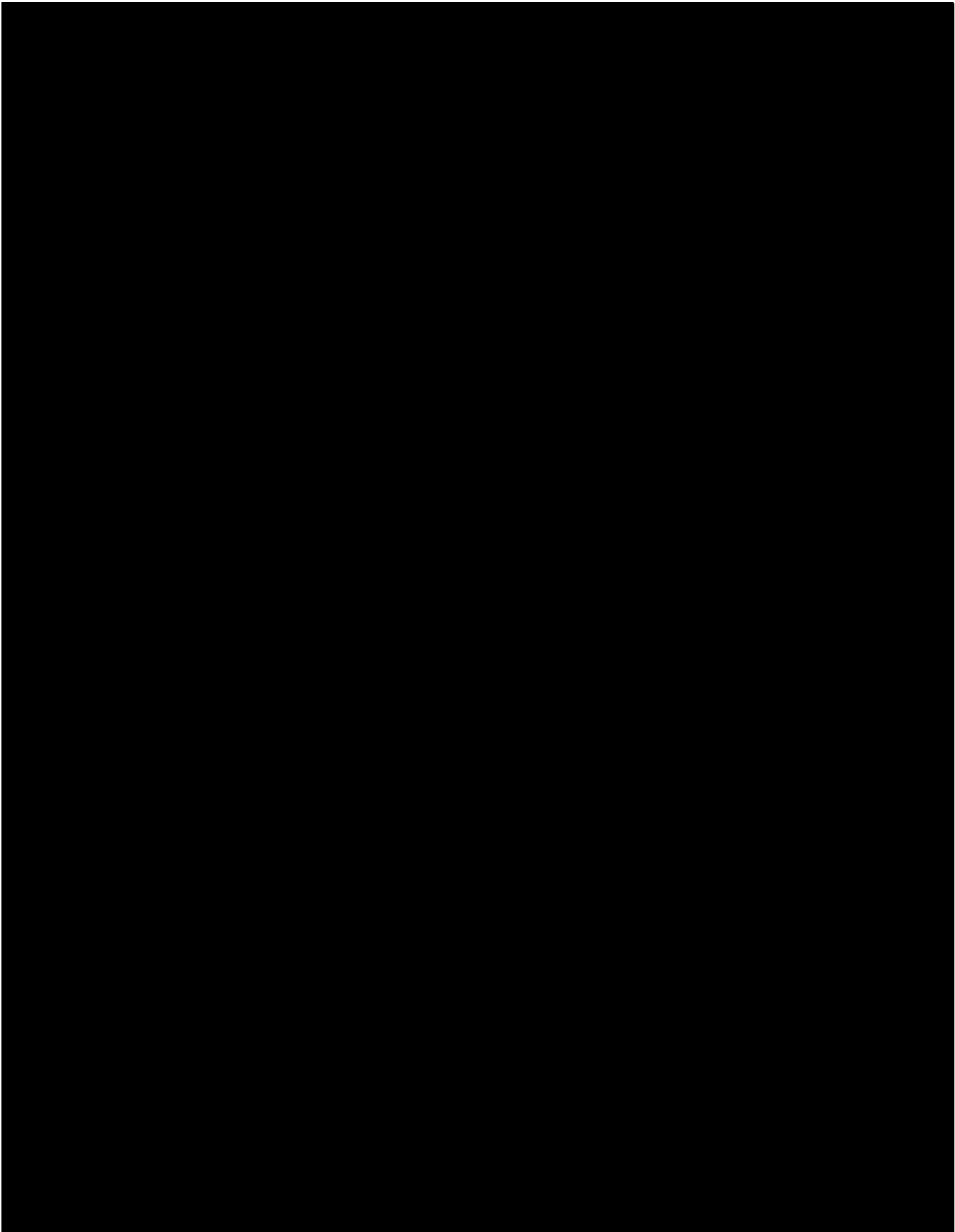
Thanks again, Bernd

On Wednesday, June 13, 2018, 6:59:17 PM PDT [REDACTED] wrote:

Hi Bernd,

Like we discuss recently if you hire the Burley Boys we will reconsider.

Thank you,



## Lions Bay Reception

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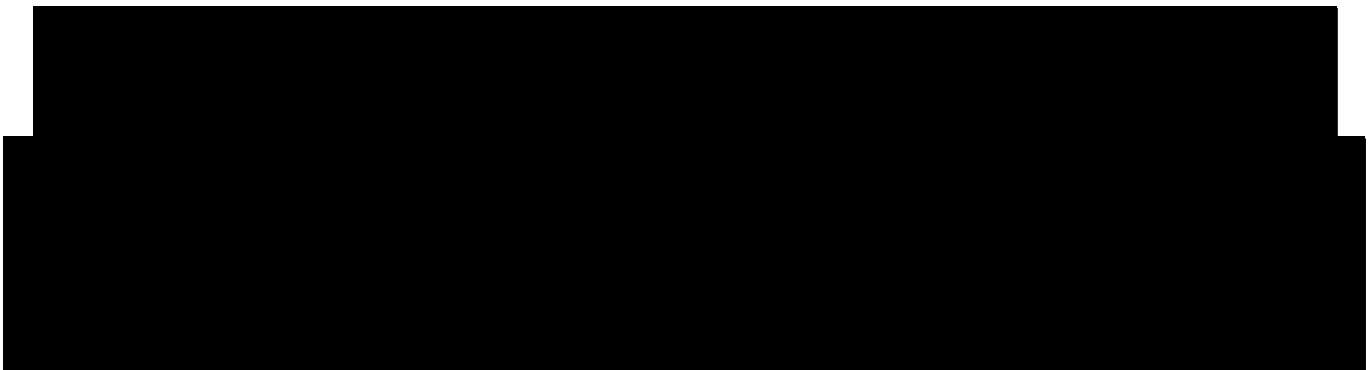
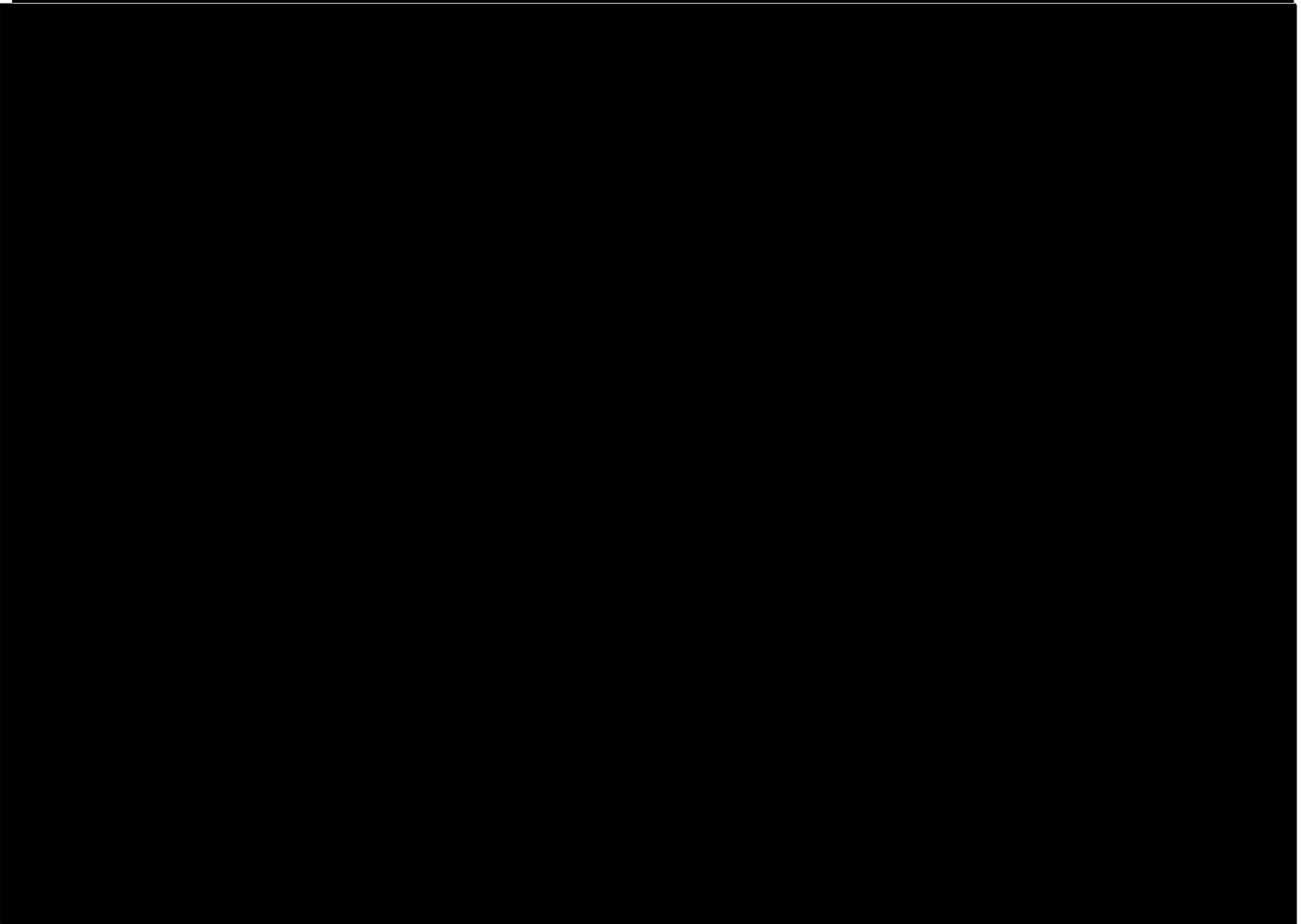
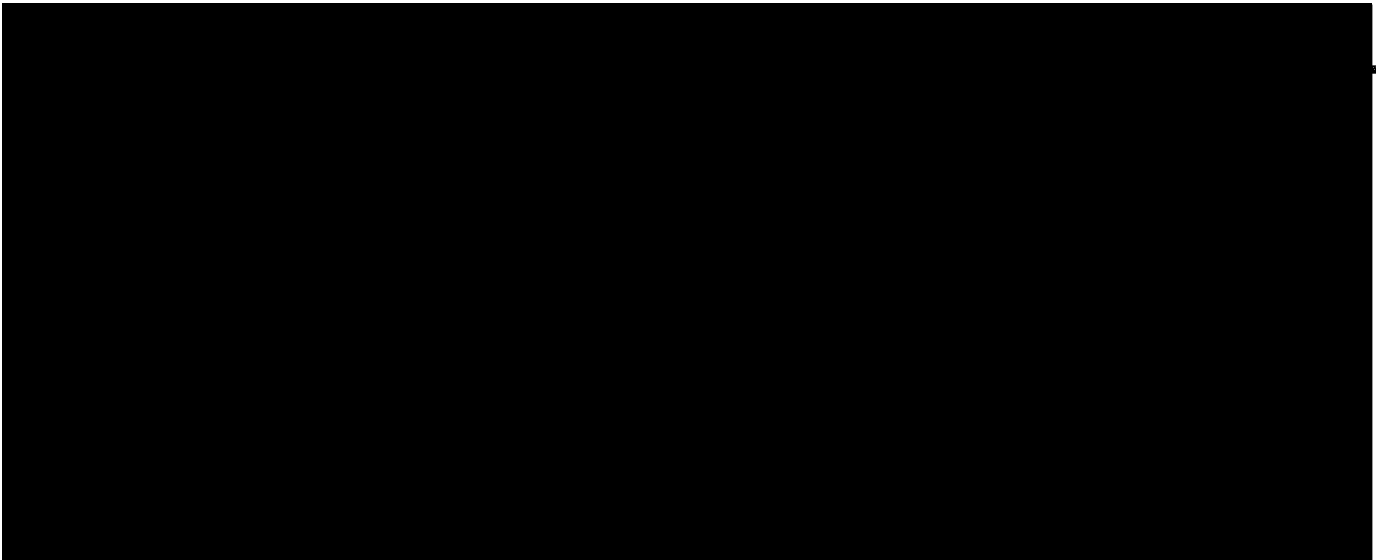
**From:** Bernd Hahnhausen [REDACTED]  
**Sent:** Thursday, June 14, 2018 11:53 AM  
**To:** Peter DeJong  
**Cc:** Public Works; Lions Bay Reception; Shawna Gilroy; Simon Waterson  
**Subject:** Re: Tree Cutting Permit Application

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

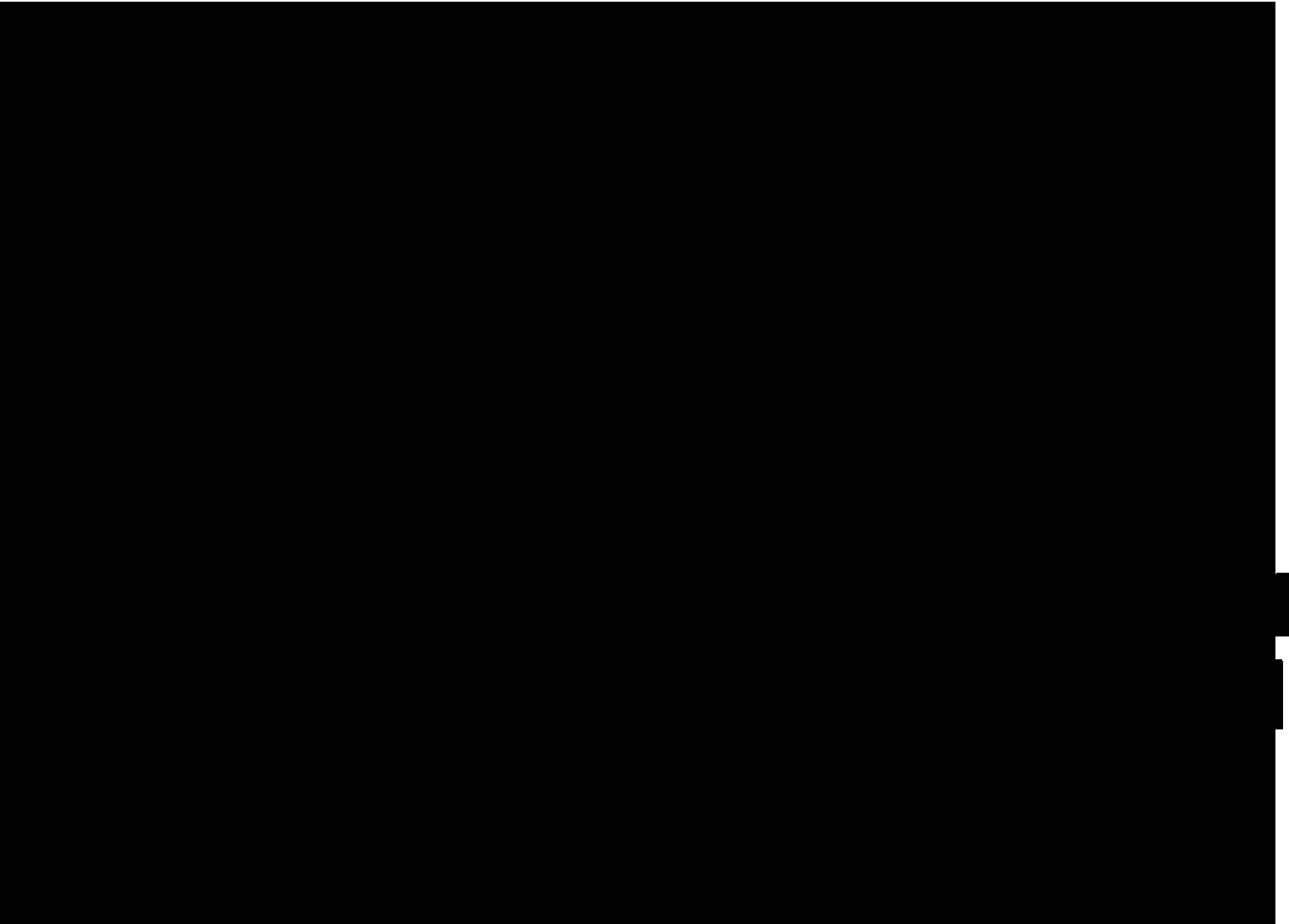
Thank you for your response! I was just talking to our neighbor again and he said that he would allow us to top the trees if we hire the Burley Boys to do the job. I am forwarding you his email.

[REDACTED]

[REDACTED]







On Tuesday, June 12, 2018, 6:29:42 PM PDT, Peter DeJong <cao@lionsbay.ca> wrote:

Hello All:

I'm sorry, I know staff and committee members are trying to be accommodating, but the bylaw requires 8 clear days notice to enable the advertisement of the meeting in the Village Update, along with the other locations in front of the hall and at the Post Office.

Also, I have just reviewed the file and see that the property owner most affected (330 Bayview Place) objects and contends that some of the trees are on his property. In the circumstances, tree locations need to be verified and we may need to require the applicant to provide us with a survey showing the trees requested to be cut as being on Village land.

We will be in touch soon. Thank you.

Peter DeJong, BA, LLB, CRM  
Chief Administrative Officer

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  
Village Office (604) 921-9333 | Fax (604) 921-6643

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