

## LETTER OF UNDERTAKING – PROJECT ARBORIST

This Letter of Undertaking is required for proposed site Works (development and building projects) that require the protection of Retained Tree(s) and/or the planting of Replacement Tree(s). This letter, signed by all responsible parties, acknowledges the Project Arborist’s responsibility for monitoring and guiding all aspects of work outlined in a Tree Management Plan, including work within the Critical Root Zones (CRZ) of Retained Tree(s) and the planting and maintenance of Replacement Tree(s).

This letter is to confirm that (Developer/Owner) \_\_\_\_\_ has retained (Project Arborist name and company) \_\_\_\_\_ to supervise all site Works at (Address/es): \_\_\_\_\_ that occurs within the CRZ of Retained Trees on-site and off-site, and to supervise the planting and maintenance of Replacement Trees as described in the attached Tree Management Plan. A summary of work is to be provided in the **Letters of Completion for Tree Protection, Replacement Tree Planting, and Maintenance** following completion of different stages of the project. The Letters of Completion must be written by the Project Arborist submitting this Letter of Undertaking and must confirm whether, and how, the site Works were compliant with the Tree Management Plan and must include a final assessment of tree health and all observed impacts to the Retained Tree(s) and Replacement Tree(s).

### Project Arborist Obligations:

- Ensure that all tree protection and tree planting, care and maintenance are completed as per the approved Tree Management Plan.
- Obtain City approval for work within the CRZ of Retained Trees.
- Provide guidance and supervise work within CRZ of Retained Trees. This includes but is not limited to: pruning, root pruning, excavation, grading, installation of utilities/retaining walls, on-site landscaping, fencing, planting sod, etc.
- Ensure Tree Protection Barriers are installed for Retained Trees, as recommended in the Tree Management Plan before the site Works begin, and remain in place and in good working condition throughout the project.
- Notify the City when the Tree Protection Barriers are installed, are removed, or are in poor condition.
- Coordinate and monitor service installers for excavation for utility servicing, including trench work.
- Report any breach of the Tree Management Plan to the City within 48 hours. Where a breach has occurred, the Project Arborist is required to provide recommendations to mitigate any concerns.
- Other: \_\_\_\_\_

The Owner is aware that the Project Arborist must be onsite to supervise, as specified in the Tree Management Plan or as agreed upon with City Staff. **Owner Initials** \_\_\_\_\_

Failure to comply with this signed contract may result in project delays and/or Bylaw enforcement.

Printed Name of Owner:	Signature of Owner:	Date:
Printed Name of Project Manager:	Signature of Project Manager:	Date:
Printed Name of Project Arborist:	Signature of Project Arborist:	Date: