



# LANDSCAPE REVIEW PROCESS

This brochure summarizes the Township of Langley's development landscape requirements and provides a general overview of the process.

The Green Infrastructure Services (GIS) Department is responsible for reviewing all development application landscape and tree plans to ensure they comply with the Township of Langley Zoning Bylaw, Subdivision and Development Servicing Bylaw and other bylaws of the Municipality. GIS also reviews and inspects off-site landscaping such as street tree programs, boulevard landscaping, wildlife habitat areas, rain garden infiltration initiatives, trail requirements, and greenway amenity areas.



## Application Requirements

**Rezoning:** Identifies dedications for greenways, parks, and trails, along with requirements for Tree Protection, street trees and pedestrian connectivity across private land. Landscape drawings must be developed to a level of detail to allow for construction of these works. Landscape works are secured through the Servicing Agreement prior to the adoption of the Rezoning Bylaw.

**Subdivision:** Requirements include the provision of street trees, fencing along arterial roads, and boulevard planting. Landscape drawings must be developed to a level of detail to allow for construction of these works. Landscape works required for subdivision are secured through a Servicing Agreement. For subdivisions of five or less residential lots, applicants provide street trees by paying cash-in-lieu through a non-refundable deposit agreement. For six to ten residential lot subdivisions, the cash-in-lieu process is optional.

**Development Permit:** Development permit drawings for landscape works on private land, or environmental planting as part of the Streamside Protection and Enhancement Development Permit Areas (SPEDPA) must illustrate enough detail to satisfy the landscape requirements described in section DR5 of the Subdivision and Development Servicing Bylaw and the form and character provisions of the Development Permit.

**Building Permit:** (except single family) Building permit drawings for landscape works must illustrate enough detail to satisfy the landscape requirements described in section DR5 of the Subdivision and Development Servicing Bylaw and be reflective of Council requirements (i.e. Development Permit and Rezoning). Landscape drawings must be developed to a level of detail to allow for construction. All landscape works not included in the Servicing Agreement are secured as part of the building permit.

## Submission Requirements

Landscape plans are expected to consist of four (4) full size drawing sets, one (1) 11x17 reduction, and a pdf digital copy on USB. Drawing sets to consist of: layout, grading, and planting plans, as well as sections, details, materials, and specifications as required. Drawing sets to include TOL project number on all sheets.

# PROCESS

## Step 1: Application

Submit a development application including landscape plans and BCSLA Landscape Schedule L as outlined on the **Application Submission Checklist** available at [tol.ca](http://tol.ca) or at the Development Services Counter.

## Step 2: Plan Review

**Integrated Site Design Concept (ISDC) Review:** To comply with the Township's Subdivision and Development Servicing Bylaw, a review of the ISDC is a crucial first step in the review process. The ISDC must be accepted prior to further processing of the application. Full details of ISDC requirements are available at [tol.ca](http://tol.ca) or at the Development Services Counter.

### Landscape Plan/Tree Plan Review:

The landscape plan and/or tree plan is reviewed to ensure the requirements of applicable bylaws and policies are met. Accepted plans will be returned to the Landscape Architect stamped, signed, and dated by Green Infrastructure Services. GIS staff will forward a copy of the accepted plans to Permit, Licence, and Inspection Services to be attached to the building permit. Conceptual or detailed plans that are not accepted will be returned to the Landscape Architect for revision and resubmission.

## Step 3: Landscape Securities

Detailed and accurate cost estimates must be submitted reflecting the landscape elements shown on the accepted plans with separate line items that include installation costs. Estimates must be submitted on the Township of Langley supplied cost estimate spreadsheet available at [tol.ca](http://tol.ca) or from the Development Services Counter. Separate estimates are required for **servicing agreement** and **building permit landscape work** as the securities for each are provided at different stages of approval.

## Step 4: Construction

**Pre-Construction Meeting:** This meeting is required to discuss servicing agreement works and allow contact information exchange for future reviews. Landscape construction may normally proceed following this meeting.

**Required Inspections:** The Landscape Architect is required under Schedule C of the Subdivision and Development Servicing Bylaw to perform minimum key site inspections during the construction period.

## Step 5: Landscape Completion

Once construction is complete, is the responsibility of the Landscape Architect to submit BCSLA Landscape Schedule C- L and inform the Township that all landscape works have been completed. The landscape will then be inspected by GIS staff to confirm compliance with the accepted plans.

## Step 6: Return of Securities/Landscape

**Servicing Agreement Landscape:** If the works are deemed acceptable, the Completion Certificate will be issued by GIS staff. The release of landscape securities within the Servicing Agreement, less an establishment maintenance period holdback, will be initiated. The one year maintenance period for replacement trees, street trees, boulevard, greenway, and environmental plantings begins on the date of the Landscape Completion Certificate. At the end of the maintenance period, the applicant will arrange for an inspection for Landscape Acceptance. Any deficiencies may extend this period until all items are addressed to the satisfaction of the Township. If the landscape works are satisfactory to GIS staff, an Acceptance Certificate is issued and the landscape maintenance hold-back will be released. At this point the landscape then becomes the responsibility of the Township.

**Building Permit Landscape:** On-site landscape work is reviewed by the Landscape Architect for completion and general compliance with accepted plans. A BCSLA Landscape Schedule C-L must be submitted to GIS staff to trigger an inspection that will confirm whether the landscape works are in compliance with the accepted plans. If no deficiencies are identified, the landscape securities will be released.



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