

COMFORT LETTER FOR ARBORIST PRESENCE AT SPECIFIED STAGES OF CONSTRUCTION

This letter is to confirm that _____
Name of company/developer/property owner

has retained _____ to do the following:
Name of arborist company

- Demolition Excavation Driveway Other _____

near protected trees at:

_____ *street address* _____ *postal code*
as described in the attached arborist recommendations/report. All work to be **confirmed in a follow-up letter/report** submitted to the City within two (2) working days of completion of the monitored work. The follow up letter/report must be written by the arborist submitting this comfort letter.

Arborist is to do the following:

- Provide guidance and supervise work within or near critical root zone of trees to be retained on and offsite. To include but not limited too – pruning, root pruning, excavation, etc.
- Arrange for the specified growing medium to be placed in the excavation.
- Ensure that barriers are installed or re-installed according to City specification after work in the critical root zone is completed, prior to City inspection/re-inspection.
- Coordinate service installers for excavation for utility servicing, particularly when using a common trench.
- Other: _____

❖ The owner is aware that the arborist must be on site to supervise as specified in the arborist report or as agreed upon with City Staff.

Failure to comply with this signed contract can result in possible penalty fees, stop inspections/stop work orders and project delays.

Printed name of owner

Printed name of arborist

Signature of owner

Signature of arborist

Phone number

Phone number

Date

Date