



Planning Services
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“Schedule 4”

Required for a development permit application for the form, character, and landscaping of commercial, industrial and multiple unit residential developments

Letter of undertaking to retain a registered professional landscape architect to ensure completion of development permit requirements

Development permits for the form, character, and landscaping of development include the installation of landscaping in accordance with a landscape plan and the conditions indicated on the development permit. The Regional District of Central Okanagan must ensure that the landscaping has been installed in conformance with the requirements of the development permit. Typically, the professional landscape architect who produces the landscape plans for the site is retained to ensure general conformance with the plan after installation.

A development permit has been applied for the property: *(insert legal description of property)*

Located at: *(insert address of property if available)* _____

I, *(print name of property owner)* _____

will undertake to contract with, *(print name of professional landscape architect registered in BC)*

of, *(list firm if applicable)* _____

under whatever terms and conditions are required in order to ensure completion of the development permit requirements and so that the landscape architect will be in a position to provide a letter indicating that the landscaping has been installed in general conformance with the requirements of the development permit. Should the Landscape Architect be changed in the future a new letter of undertaking to retain the services of a Landscape Architect will be provided to the Regional District.

Agreed and signed on *(insert date)* _____

(Signature of property owner – if owner is a registered company then signature and title of a person with authority under the company to enter into this agreement.)

Signature(s) of property owner _____

Signature(s) of Architect _____

Office use only; Development Permit file _____

Definition of Professional Landscape Architect

The qualifications of a “qualified environmental professional” are provided, along with other definitions, in the development permit guidelines for that particular development permit area. For convenience those qualifications are repeated here as follows:

Professional Landscape Architect – Landscape architects are creative and technical professionals who perform a key role in the design and construction of open space at a range of scales and complexity. The resulting construction documents and technical specifications often include aspects of civil engineering, green infrastructure design, urban design, public art, garden architecture, soil science and horticulture. This work is accomplished in the context of government regulations, potential liability and current best practices in construction administration. A Professional Landscape Architect has obtained a post-secondary degree in landscape architecture from an accredited program that have met the standards of the Landscape Architecture Accreditation Council (LAAC) or 6 years work experience in landscape architecture and the applicable examinations that apply to become a Professional Landscape Architect. They must have a valid BC Society of Landscape Architects (BCSLA) membership certificate to practice in British Columbia.