

COUNCIL POLICY

SUBJECT: BOULEVARD TREE POLICY		
DATE:	MARCH 14, 1988	REFERENCE: 88/CW
Revised:	June 27/88, Jan. 2/90, Jan. 27/92, Jan. 4/93, March 15/93, Jan. 17/94	

1. Removals

a) Dead or Hazardous Trees

- i) Dead or hazardous trees or trees identified as a traffic or safety hazard by the Administrative Traffic Committee will be removed at the direction of the Administrative Traffic Committee after consultation with the Director of Parks and Recreation, at municipal expense. Payment of the replacement tree fee is not a requirement of these removals.
- ii) Trees are not removed because of a temporary pest infestation, or a litter problem from leaf fall.

b) Trees on the Prohibited Planting List

- i) Trees that are on the Prohibited Tree Planting List may be removed from boulevards for driveway installations in connection with building permits, interference with municipal underground services and extreme root suckering in lawns and driveways. The Engineer will authorize these removals after consultation with the Director of Parks and Recreation and these trees will be removed at Municipal expense.
- ii) The total removal cost and replacement fee set by Council within the annual Parks and Recreation Fees and Charges Schedule will be charged to the Engineering Department if the request is made by that department.
- iii) A replacement tree is a condition of all tree removals (except in No. iv below) even if the replacement cannot be located at the location of the removal. The replacement fee for tree planting will be set by Council within the annual Parks and Recreation Fees and Charges Schedule.
- iv) A replacement fee will not be required from individual property owners where the tree is included in the Prohibited Planting List and is causing problems to the home owner's property.

c) Trees on the Desirable Tree Planting List

Live trees that are on the Desirable Tree Planting List may be removed upon written request to the Director of Parks and Recreation.

- i) The person making the request shall be obligated to pay for the total removal costs and will be required to pay the tree replacement fee set by Council within the annual Parks and Recreation Fees and Charges Schedule.
- ii) Trees approved by the Director of Parks and Recreation to be removed must not be removed until written confirmation is received indicating the specific location.
- iii) In situations that the Director of Parks and Recreation judges to be particularly sensitive or unclear, a written report will be submitted to Council for its consideration.
- iv) The person making the request has the right to appeal a decision denying removal by forwarding a letter of appeal to Council within ten (10) working days. The Director of Parks and Recreation will submit a written report to accompany the appeal for Council's consideration.

d) Trees in Very Poor Condition

If a tree is in very poor condition because of insect or disease, is badly disfigured or has been subject to poor planting practices, the Director of Parks and Recreation may authorize the removal. This tree removal will be at municipal expense and will not require payment of the tree replacement fee from the adjacent home owner.

2. Pruning

- a) No topping or dehorning of trees shall be permitted.
- b) Trees are not to be pruned to accommodate views or sunlight.
- c) Pruning of the top, the centre, or one side of a tree only, shall not be permitted for utility line clearance. A balanced pruning and shaping of the entire tree shall be the general practice and shall be subject to the approval of the Director of Parks and Recreation or his duly authorized representative.
- d) It shall be the policy of the Director of Parks and Recreation to cooperate with the Municipal Engineer, and vice-versa, in the placement and height of

lighting standards and the development of a system of tree pruning to give effective street illumination.

- e) Where extensive tree trimming or removal is required through pole relocations initiated by the Municipality, the Utility Company concerned shall undertake such works with the approval of the Director of Parks and Recreation, and shall include pruning charges into the overall job costs assessed to the Municipality. The Municipality reserves the right to do complete tree removals where necessary on a prearranged basis.
 - f) All cuts shall be made with a saw or pruner and only at the nodes or crotches. No stubs shall be left. No spurs or climbing irons shall be used in the trees, except when trees are to be removed or at the direction of the Director of Parks and Recreation.
 - g) All dead, crossed, and rubbing branches shall be removed, where evidence indicates previous pruning practices created the condition as determined by the Director of Parks and Recreation.
 - h) All tools being used on a tree suspected to be infected with a contagious disease shall be disinfected before being used on another tree; i.e. Household Bleach, Rubbing Alcohol, etc.
 - i) Whenever streets are to be blocked off to public service, police and fire departments shall be notified of the location and length of time street will be blocked. Notification shall be given to these departments upon the removal of such barriers or if such barriers are to remain longer than originally expected.
 - j) To protect the public from danger, suitable street and sidewalk barriers, highway cones, or signs shall be used when pruning a tree. Flashing signals or flares shall be placed on all barriers or obstructions remaining in the street after dark.
 - k) Where special instructions are not provided, the stumps of all removed trees shall be cut to ground level. If the area where the tree is removed is to be paved, the tree stump shall be removed completely.
3. Spraying - (Insect & Disease Control) - on a request basis as funds permit
- a) On ornamental trees only.
 - b) To protect the health of the tree.

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- c) To reduce the associated nuisance problem caused by the pest.
 - d) Generally, spraying is used as a last resort; control by natural or introduced biological agents is the preferred choice.

4. Planting

- a) Where a tree is removed, a replacement tree will be planted as near to the location of removal in the area as space permits.
- b) New boulevard tree plantings by request of home owners - the home owner selects a tree from the Preferred Tree List; obtains or purchases the tree at their expense; notifies the Parks and Recreation Department who will plant the tree on the boulevard free of charge at a location mutually agreed upon; the home owner is responsible for watering; the Parks and Recreation Department is responsible for all other tree care; the tree becomes the property of the Municipality. Normal planting time September - May. Home owners are not permitted to plant trees on the boulevard on their own.

5. Boulevard Improvement Work Adjacent to Municipal Trees

- a) Plans for curb and gutter, sidewalk, driveways and other surface improvements shall be submitted through the Municipal Engineering Department.
- b) For trees six (6) inches or larger cutting of anchor roots two (2) inches or larger shall be avoided. Tunnelling under roots should be the practice. Utility Agencies shall seek the advice of the Director of Parks and Recreation where such work is anticipated in order to avoid unnecessary damage to the tree.
- c) Placing of concrete construction within six (6) feet of any tree shall not be permitted without approval of the Director of Parks and Recreation. Planting of boulevard trees shall not be permitted within six (6) feet of existing above or below ground utility structures without prior consultation with the appropriate utility agency.
- d) Repair of the boulevard adjacent to any construction shall be required of the utility agency, private contractor, or person(s) causing the need for repair.
- e) Prior to construction, removal and/or replacement of any irrigation system, approval by the Director of Parks and Recreation is required. The Municipality will consult with the appropriate utility agency prior to sprinkler installation work adjacent to existing above and below ground utility structures in order to avoid undue water damage to same.

6. Tree Protection

- a) Staff shall prepare simple, clear specification sheets regarding vegetation preservation and shall distribute these sheets to all applicants for rezoning, subdivision, building permits, soil removal, deposit of fill, house moving, or other development.
- b) Building Inspectors and other staff involved in development regulation shall receive training in methods of vegetation protection during development.
- c) The Development Division shall begin to conduct “introductions to the site” with applicants for building permits or other development, to ensure careful assessment and understanding of physical characteristics and vegetation on site, and to fit the proposal to the site.
- d) The protection of trees and vegetation shall be a high priority consideration in the development process, including:
 - i) the alignment, width and right-of-way clearances of roads;
 - ii) the alignment, installation and maintenance of sewers, drains, and other underground utilities;
 - iii) the alignment, installation and maintenance of electrical, telephone or television cables or other above-ground utilities;
 - iv) the design of subdivisions; and
 - v) the building setbacks, driveway locations and other zoning requirements.
- e) Large publicly-owned lands which are heavily treed shall be managed in such a way as to retain their urban forest character; and the Parks and Recreation Department shall investigate means to encourage retention of contiguous forests on private lands.
- f) Municipal public works crews shall receive training in tree pruning and maintenance, and shall be encouraged to be conscientious and careful in their actions around vegetation.