



# TREE REMOVAL/PRUNING AND COMPENSATION POLICY

**THE CORPORATION OF THE TOWN OF AURORA  
PARKS AND RECREATION SERVICES**  
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**Parks & Recreation Services  
TREE REMOVAL/PRUNING AND COMPENSATION POLICY**

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**1.0 PURPOSE**

The purpose of the Tree Removal policy is to establish the criteria, processes and authorities for removing Municipal trees

and

For the removal of trees on private lands subject to approvals under the following;  
Site Plan, Plan of Subdivision and Minor Variance

For all other tree removals on private property please refer to By- law No. 4474-03.D

**2.0 OBJECTIVES**

The objectives of the policy are as follows:

- 2.1 To create a safe urban forest environment by removing trees that pose a threat to persons or property.
- 2.2 To assist in maintaining the health of the urban forest by managing tree diseases and pests through the removal of hazard, infected or nuisance trees.
- 2.3 To accommodate site plan, plan of subdivision and other private development projects by removing trees that impede or constrain the proposed development.
- 2.4 To facilitate public maintenance by removing trees that impede on-going access or interfere with maintenance work.
- 2.5 To protect motorists and pedestrians by removing trees that obstructs sight-lines.
- 2.6 To remove trees that have been severely damaged by a storm, fire or other natural or man inflicted causes that have the potential to become dangerous trees.

**3.0 DEFINITIONS**

**Tree**

Means a self-supporting woody plant with one or more stems and a minimum caliper diameter of 5 centimeters which will reach a height of at least 4.5m (15 feet) at maturity.

**Director**

Means the Director of Parks and Recreation of the Town of Aurora and anyone acting or authorized by the Director to act on his/her behalf.

**Manager**

Means the Manager of Parks of the Town of Aurora and anyone acting or authorized by the Manager to act in this capacity.

**Pest**

Means any animal, insect pest or tree disease so declared under Section 3 of *The Pest Control Act* to be a pest.

**Public Land**

Means any real property owned or controlled by the Town of Aurora including, but without limiting the generality of the foregoing, any real property the Town of Aurora is granted access to under a tree planting easement.

**Relocation** Means a tree that is sufficiently small enough that it can be dug up by a tree spade or by hand and moved to another site for planting.

**Removal**

Means a tree that, because of its size or other considerations, cannot be relocated to another site and therefore must be cut down and disposed of.

**IES**

Means the Town of Aurora Infrastructure and Environmental Services Department.

**Hazard Tree**

Means any tree that has been determined by the Director to be, or has the potential to be, a danger to persons or property.

**Infected Tree**

Means any tree that has been determined by the Director to be infected or infested with insects and or disease at sufficient levels to cause or risk causing further spread and damage to other trees within the municipality.

**Nuisance Tree**

Means any tree that:

- i. is infected with an insect pest or tree disease;
- ii. the particular tree disease or insect pest has the potential to spread and infect the urban forest; and
- iii. the problem cannot be corrected by pruning or other treatments and removal of the tree is deemed necessary by the Municipal Arborist.

**Dangerous Tree**

Means any tree in part or whole that:

- i. is at risk of falling, breaking, uprooting or collapsing; and
- ii. in the opinion of the Director of Parks and Recreation Services is likely to cause injury to persons or damage to property.

**Interfering Tree**

Means any tree growing in a location that:

- i. impedes access or interferes with public maintenance work; or
- ii. is causing or has the potential to cause damage to public infrastructure; and
- iii. in the opinion of the Director or Parks and Recreation Services the problem can only be cost-effectively remedied by removing the tree.

**Obstructing Tree**

Means any tree that:

- i. obstructs a clear line of sight and overhead clearance for motorists, cyclists and pedestrians
- ii. obstruction of site-lines for all transportation modes when approaching a street intersection or exiting curb-crossing, sidewalk or trail interface onto the street; and
- iii. in the opinion of the Director o Parks and Recreation Services the situation cannot be remedied by pruning and the tree must be removed.

**Structurally Damaged Tree**

Means any tree that:

- i. has been severely damaged by a storm, fire or other natural or man inflicted cause;
- ii. while the tree does not pose an immediate threat to persons or property, it has the potential to become a dangerous tree; and
- iii. in the opinion of the Director of Parks and Recreation Services, damage to the tree is deemed too extensive such that there is no possibility of repairing the tree and removal is deemed necessary.

**Invasive Tree**

Means any tree that:

- i. is listed or considered a non-native invasive species in the “Landowners Guide to Managing and Controlling Invasive Plants In Ontario”
- ii. which if left unmanaged, poses a threat to the natural environment.

**Disturbed Tree**

Means any tree that

- i. is situated in a location where there is risk of damaging any part of the tree including its root system , branches, limbs trunk and foliage; and
- ii. by virtue of its location be subject to any mechanical work, excavation, compaction, storage of materials and exposure of any part of its root system.

**Compensation**

Means

- i. provision of tree/s or vegetation for the purposes of replacing trees and or vegetation that has been damaged and or removed from a property; or
- ii. provision of a monetary payment for the authorized and or unauthorized damage or removal of tree/s or vegetation.

**Pruning**

Means;

- i. the removal of any branch, limb or twig from a tree for the following purposes; or
- ii. establishing proper tree shape or form; and
- iii. removal of undesirable branches and limbs for reasons of public safety, tree health, and to achieve specified clearance distances from buildings, property, vehicles, equipment and the public.

**4.0 RESPONSIBILITY**

- 4.1 The Director of Parks and Recreation Services and anyone authorized to act on his/her behalf may authorize the removal of trees on municipal lands subject to the provisions of this policy.
- 4.2 The Manager of Parks and or the Municipal Arborist is responsible for determining if a tree on public or private land is a dangerous or obstructing tree. The Manager of Parks and or the Municipal Arborist are also responsible for determining if a tree on public land is structurally damaged.
- 4.3 The Manager of Parks and or the Municipal Arborist is responsible for determining if a tree on public or private land is a hazard, infected or a nuisance tree.
- 4.4 The Municipal Council is responsible for hearing appeals from private applicants whose request for removing a tree on public land has been denied by the Director. Only those cases where there is a dispute between the Town and the private landowner or in cases where the removal of a tree or trees could impact the surrounding residents should be forwarded to Council for their consideration. Trees which may be removed by a tree spade and relocated to another area for planting should be considered relocation and not a removal.
- 4.5 The Parks Supervisor and qualified Forestry Crew Leader are responsible for training all staff involved in Arboriculture work.

**5.0 TREE REMOVAL CRITERIA**

The following criteria are intended to prevent the indiscriminate removal of public trees. Public trees may be removed only when one or more of the following criteria apply:

- 1) The tree is infected with an insect pest or tree disease that could cause an epidemic and removal is the recommended action to prevent transmission.
- 2) The tree is dead or suffering from major decay which cannot be treated successfully and therefore poses a threat to public safety or property.
- 3) The tree poses a threat to persons or property which cannot be corrected by pruning, transplanting or other treatments.
- 4) Removal of the tree is required to accommodate private development or municipal projects such as sewers, roadways, utilities, buildings or driveways and there is no cost-effective alternative to save the tree.
- 5) Removal of the tree is required to mitigate conflicts such as the obstruction of motorist or pedestrian sight-lines; roof damage to buildings; sidewalks or underground water or utility lines; or interference with overhead utility lines or public maintenance work; and there is no cost-effective alternative to save the tree.
- 6) The tree has been severely damaged in a storm or other natural or man inflicted cause, and there is no possibility of the tree recovering.
- 7) The tree interferes with the growth and development of a more desirable tree.
- 8) The tree is considered an invasive species as defined by the Ministry of Natural Resources and is present in sufficient quantities to warrant implementation of a control program in the opinion of the Director of Parks and Recreation Services in consultation with all stakeholders, Council and the agencies having jurisdiction.

## **6.0 THE TREE REMOVAL PROCESS**

### **6.1 Trees on Public Land Considered Hazard, Infected and Nuisance Trees**

- The Municipal Arborist will determine whether a tree is a hazard, infected or a nuisance tree
- If the tree cannot be successfully treated by other alternatives and removal is necessary to prevent transmission. The Parks Division will coordinate the removal of the tree
- Hazard, infected or nuisance trees on public land should be removed as soon as possible
- Written notification stating the reasons and authority for the removal will be provided to the homeowner whose property is adjacent to the tree

### **6.2 Dangerous, Interfering, Obstructing and Structurally Damaged Trees**

- The Director of Parks and Recreation Services may authorize the removal of a tree from public land where, in the Director's opinion, the tree is a dangerous, interfering or structurally damaged tree
- All dangerous, interfering, obstructing or structurally damaged trees considered for removal shall be assessed by the Municipal Arborist in order to determine if it meets the tree removal criteria outlined in section 6.0 of this policy. An evaluation form shall be provided for this purpose which identifies the reason and the authority for the removal
- A copy of the completed evaluation and action proposed shall be left with the property owner whose house is adjacent to the tree
- Dangerous trees shall be removed as soon as possible when they are reported. While the expectation is that staff would respond to a dangerous tree as soon as they become aware of it, this may not always be possible after normal work hours or on week-ends. Interfering trees may be removed as they are encountered. Obstructing trees shall be removed within three days of the Department becoming aware of the situation. Structurally damaged trees shall be removed within two months. All trees that are proposed for removal shall be clearly marked with orange paint in the form of an "R"

- In the case of an emergency tree removal, a notice will be delivered to the adjacent resident following the removal that states the reason for the removal and the municipal contact person, in the event the residents have questions related to the removal
- Tree stumps shall be removed during two separate cycles, once in the spring each year and again in the fall. Stumps shall be removed using a mechanical grinding equipment to a minimum depth of 10 centimeters below grade level
- Removal of all roots may not be possible or necessary depending on site specific issues such as the location of buried utilities and the location of a replacement tree
- Tree stump pits will be backfilled with sufficient top soil and seeded with turf grass. Sod will not be used

**6.3 Removals or Root Disturbance to Accommodate Municipal or Private Development/ Construction Requests**

In those cases where the Parks Division receives a request for the removal of tree/s or where root disturbance of a live tree on Municipal land is likely, the Municipal Arborist will conduct a site assessment to determine if removal is the preferred option. The following process shall be followed:

**6.4 Municipal Development/Construction Projects**

- The initiating Department shall notify the Manager of Parks, in writing, of the need to disturb or remove tree/s or conduct work in the vicinity of trees prior to Council approving the proposed construction project. The Notice shall describe the specific project including the approximate number of trees to be removed/disturbed
- In the event of a project that arises unexpectedly the initiating Department shall verbally notify the Parks Manager of the need to remove tree/s. Upon notification the Municipal Arborist shall conduct a site inspection and written evaluation on the condition of the subject trees and provide a copy of the evaluation including comments and recommendations to the initiating department. Recommendations may include the requirement to engage the services of an external Arborist for the purpose of producing a tree impact plan and assessment depending on the number of trees to be impacted. The Parks Manager shall review the Arborist report and provide comments and recommendations to the initiating department

**6.5 Emergency Situations**

In situations where IES or a utility company must respond quickly such as a sewer, water or gas line break and there is not time to arrange a site visit prior to commencing a tree removal, they should contact the Manager or designate for approval if their activities are likely to affect public trees. The Manger will follow up on the matter at the earliest possible time to confirm the circumstances and arrange for replacing the tree/s.

**6.6 Private Construction Projects Affecting Municipal Trees**

Requests for municipal tree removals or relocations to accommodate private construction projects such as driveways, water mains or sewers may be considered by the Parks Division on an individual basis. In the event of a request to remove a municipal tree to facilitate private construction work the following procedure will apply;

- The Municipal Arborist will conduct a site inspection and a tree condition assessment form with a copy of the assessment provided to the owner of the property
- The Manager will communicate with the property owner to discuss the requested tree removal and any alternatives that should be explored prior to approving the removal
- In the event that there are no viable alternatives to removing the tree/s and depending on the number of tress impacted the Manager may request an independent third party evaluation of the tree/s dollar value. The evaluation shall be based on the Aggregate Inch Replacement method as outlined in Section 7.0. The cost of the evaluation shall be paid by the party requesting removal of the tree
- Upon completion of the evaluation and the owners agreement to provide financial compensation and



or replacement of the tree/s based on the third party evaluation , the Manager may permit the removal of the tree/s

- The Town will conduct all aspects of removing and replacing the tree/s and all associated costs will be paid to the Town in advance of the tree/s being removed. Costs for this work will be based on current labour, equipment and material costs

#### **6.7 Trees on Private Lands**

- In absence of a specific Land Development Agreement or Tree Protection/Preservation Agreement imposed as a condition of Site Plan, Draft Plan of Subdivision or Minor Variance, all cases of damage, disturbance and where unauthorized tree removal has occurred the matter shall be referred to the Towns By-law Enforcement section for the purpose of administrating any infraction of By-law No.4474-03.D
- Where the Parks Division receives a complaint from the Public regarding a suspect hazard, infected or a nuisance tree, the matter shall be referred to the Towns By-law Enforcement section for the purpose of administrating the Property Standards By-law No. 4044-99.P

#### **6.8 Lands Under Plan of Subdivision, Site Plan or Subject to Minor Variance Conditions of Approval**

Removal of trees from any lands proposed for development through the draft plan of subdivision, site plan or minor variance process will be subject to the following requirements;

- Prior to removal of any tree/s or vegetation on any site, proponents shall submit a complete inventory and detailed analysis of **all existing trees and vegetation on the subject lands**. The information shall include a tree and vegetation impact plan showing all vegetation proposed for removal. Vegetation with a stem diameter of five (5) centimeters or greater measured at 1.4 metres above grade level shall be included in the tree inventory and impact plan
- Proponents shall submit with the vegetation inventory and analysis, a comprehensive report prepared by a Certified Arborist or Registered Professional Forester to the satisfaction of the Director which outlines all aspects of the proposal to remove trees including a tree protection management plan for trees to be preserved on site/s. The tree protection management plan shall include recommendations for tree protection measures and recommendations for all aspects of tree health including tree pruning, fertilization, mulching, irrigation and long term monitoring and maintenance
- Land owners may be required to enter a site specific tree removal/protection agreement and provide financial securities as a condition of development approval to allow the removal of trees on private lands
- Additional vegetation management initiatives are identified in *Appendix 4, Policy "D", Tree Protection/Preservation Policy*, Section 5.0 and 6.0

#### **7.0 COMPENSATION AND TREE & SHRUB VALUATION PROCEDURE**

With the recently completed Urban Forestry Study it was abundantly clear that every single tree in the Town of Aurora plays a significant role that goes far beyond aesthetic value. As such and in our continuing efforts to achieve a sustainable Urban Forest and a net gain in Aurora's forest cover percentage, trees that are removed must be replaced in sufficient numbers to ensure that our urban forest canopy is not compromised or in any way diminished over the long term and that a net gain be achieved in the towns overall forest canopy. The following policy shall apply to all tree removals associated with subdivision, site plan, and minor variance approvals.

#### **7.1 TREES LOCATED IN LANDSCAPE SETTINGS**

The value of planted trees is calculated using the **Aggregate Inch Replacement method**. This approach has been utilized by a number of Municipalities in Ontario. In this method, the value of a tree is estimated by calculating the supply and installation costs of the **quantity of nursery stock of the same species such that their cumulative diameters is equal to the diameter of the tree being evaluated**. For

example, the value of a healthy sugar maple that is 30 cm at breast height (DBH) is equal to the supply and installation cost of five nursery stock sugar maples that are 6 cm in diameter (measured 1.4m from the ground). The installed cost shall be 2.5x the cost<sup>1</sup> of nursery stock. The price includes delivery, planting, preparation of a mulching bed and a 1 year guarantee. The value for trees that are assessed as being in fair condition or poor condition is calculated as 0.6 times or 0.2 times the value of a healthy specimen respectively (See Schedule 'A' for health rating criteria). An additional species rating criteria shall be applied based on the latest ISA Ontario Species Rating list. The value estimated using this approach is often comparable to the ISA trunk formula method however it is more easily calculated and understood by the general public.

## **7.2 TREES LOCATED IN MEADOWS AND WOODLOTS**

For trees located outside of landscaped settings, such as in meadows and woodlots, trees are valued based on the cost to replace them with the same species using nursery stock sizes and quantities listed in Schedule B. The installed cost shall be 2.5x the cost<sup>1</sup> of nursery stock. The value for trees that are assessed as being in fair condition or poor condition is calculated as 0.6 times or 0.2 times the replacement cost of a healthy specimen respectively (See Schedule 'A' for health rating criteria). An additional species rating criteria shall be applied based on the latest ISA Ontario Species Rating list.

A sampling procedure may be used to estimate the tree inventory within each of the following DBH classes (5 – 10cm, 11 – 20cm, > 20cm) in the area of interest. A fixed area plot sampling procedure is recommended which samples at least 5% of the area of interest. The plots must be located in areas which are representative of the vegetation communities and their locations illustrated on a map.

## **7.3 PLANTED SHRUB VALUATION APPROACH**

Where shrubs, ornamental grasses or perennials are encountered in landscape settings, the replacement value is calculated as the cost to supply and install a quantity of potted plants of the same species to replace each square meter of measured plant area. The quantity of plants will be based on their replacement pot size as listed in Schedule 'C'.

The installed cost shall be 2.5x the cost of nursery stock. The price includes delivery, planting, preparation or a mulching bed and a 1 year guarantee. The value for plants that are assessed as being in fair condition or poor condition is calculated as 0.6 times or 0.2 times the value of a healthy specimen respectively (see Schedule 'A' for health rating criteria).

## **REPORT FORMAT**

The following items must be included in a tree and shrub valuation report or presented as part of a tree preservation plan or vegetation management plan.

1. Report author and contact information
2. Date of inspection
3. A table which details the inventory and replacement cost estimate for each tree or shrub. Each tree or shrub must be uniquely identified, described for species, size (diameter at breast height for trees, # of shrubs or square meters of shrub area), and health rating (good, fair, poor as per Schedule 'B'), and estimated replacement cost.
4. Photographs of each tree or shrub must be included and marked to indicate their unique identifier to correspond to the table noted above in 3.
5. Site plan / map showing the location of trees and shrubs with corresponding unique identifier, as well as location of sample plots where woodlots or meadows are evaluated.

Schedule A

**Plant Health Rating Criteria**

<b>Health Rating</b>	<b>Description</b>
<b>Good</b>	Full, symmetrical crown, no sign of active decay, chronic or acute insect attack, large open wounds, tissue necrosis, dieback or chlorotic foliage. Not leaning, falling or about to be uprooted. Growth occurs mostly as extensions from the terminal bud with little epicormic branching. Shoot growth usually exceeds 10 cm.
<b>Fair</b>	May have a partially leaved, suppressed or disfigured crown (>74% crown density), combined with a few dead branches or limbs, or small open wounds and small trunk-tissue necrosis. Tree health will likely not decline further in the next 5 years. Growth occurs mostly as extensions from the terminal bud. Epicormic branching may be heavy.
<b>Poor</b>	Declining in health. Usually describes trees which have large trunk-tissue necrosis, large stem scars. Foliage discolouration is often associated with this condition as is moderate to heavy top-dieback (< 50% crown density) and crown suppression. Chronic fungal infection or insect infestation may be present. May require removal.

**Schedule B**

**Replacement tree size and quantity of nursery stock for each tree removed in meadows and woodlot areas**

<b>Subject Tree Diameter at Breast Height (cm)</b>	<b>Replacement Size of Tree Nursery Stock</b>	<b>Quantity of nursery stock required to replace 1 tree</b>
5 - 10	5 gal pots (1.0 - 3.0 m tall)	1
11 - 20	150 cm tall wire basket (conifer), 45 mm calliper (hardwood)	2
> 20	175-200 cm tall wire basket (conifer), 60 mm calliper (hardwood)	3

**Schedule C**

**Quantity of nursery stock shrubs required to replaced one square meter of shrubs**

<b>Replacement Size of Tree Nursery Stock</b>	<b>Quantity of Nursery Stock Required to Replace 1m<sup>2</sup> of Shrubs</b>
< 2 gallon pot	4
3 gallon pot	2
4+ gallon pot	1

## **8.0 TREE PRUNING SPECIFICATIONS**

### **8.1 OVERVIEW OF SPECIFICATIONS**

Any tree work performed on a Town tree must be done according to the Town's specifications by authorised persons. There are different criteria for pruning depending on the purpose for the pruning. Proper tree pruning takes into consideration the physiology of tree growth and other influencing factors. Some are essential to the structural integrity and health of the tree while others are purely cosmetic. Figure 1 attached provides a general overview pruning guidelines in the municipal setting. All specifications are based on International Society of Arboriculture, National Arborist Association and American National Standards Institute criteria and the following;

- i) Wound dressing (paint) is not recommended as it may interfere with natural wound closure or in many cases may actually accelerate decay.
- ii) Trees with co-dominant leaders or other tight main crotch angles with included bark between them tend to split easily, especially during wind, or ice storms. The weaker or the more laterally positioned limb should be removed, ideally when the tree is young. Crown cleaning or removing undesirable, weak, dead, insect or disease infected limbs, suckers or water sprouts, mechanically damaged limbs, rubbing or crossover branches, and small girdling roots, those that have wrapped themselves around the main stem should also be removed.
- iii) Crown restoration is required, for storm damaged trees or trees previously pruned for crown reduction to eliminate profuse shoot production at the previous terminal pruning cut. Crown reduction may be required to reduce the spread or height of a tree, especially if there is interference with hydro wires or with buildings, existing or under construction. Crown thinning, or the selective limb removal increases air movement and light penetration, for better foliar disease resistance and reduces the wind sail effect of dense tree crowns.
- iv) Pollarding or topping mature trees shall not be considered a good or proper arboriculture practice.
- v) Pruning of small young trees, especially during the first 3 to 5 years in their permanent site shall be completed to encourage proper form and limb structure. Angled cuts should be made with a sharp pair of pruning shears or a sharp pruning hand saw in the direction of and just above an outward pointing bud or branch union. Ideally the bud or branch should be pointing in the direction of desired growth. Stubs may potentially become diseased and should be avoided, while cutting too close may damage or weaken the branch. No more than 30% of the tree's crown should be removed in any one year. Dead, damaged and diseased branches, including roots if the tree is a bare root specimen prior to planting, should be removed. Trees that are observed to be poorly formed with tight branch angles and included bark at the trunk union shall be pruned away. Prune away the weaker or potentially interfering branch to encourage straight sturdy tapered trunks with well-spaced lateral branches, both vertically and radially.
- vi) Timing of pruning depends on the type of tree, the tree's condition and the intended results of the pruning. Generally for healthy trees under normal conditions it is just before the period of rapid growth in the spring. Deciduous trees are generally best pruned during the dormant season when the leaves have fallen and the view of the branching structure is unobstructed. Winter pruning, when the sap flow is reduced, is preferred for bleeders or trees that ooze sap profusely such as birch, walnut and maple.
- vii) Pruning blades shall be sterilized between cuts when pruning diseased trees to prevent the spread of disease and to protect healthy trees against disease. Autumn is usually the time that wood decay pathogens are sporulating and major pruning activities should be avoided during this period especially for larger or mature trees. Trees with Black Knot Disease, mainly cherries, plums and other stone fruit trees, should be pruned in the dormant season prior to spring flush when the cankers sporulate.
- viii) Flowering trees can maximize their floral displays when pruned immediately after flowering. Next year's flower buds have sufficient time to develop during the rest of the growing season. Coniferous trees are best pruned in late spring after the new growth has started to harden off, which is usually late May or June in southern Ontario. The exceptions are for large limb removal, best done in the dormant

season and for pines, best done during the candle stage or immediately after the completion of the new shoots.

## **8.2 GENERAL TREE PRUNING SPECIFICATIONS**

- 1 All persons performing tree work on Town owned trees must be trained according to tree care standards accepted by the International Society of Arboriculture.
- 2 All persons performing tree work on Town owned trees in or around primary electrical lines must be trained to do so according to the "Electrical Safety Association" and the Ontario Occupational Health and Safety Act and Regulations.
- 3 When tree pruning cuts are made to a side limb, such remaining limb must possess a basal thickness of at least one third (1/3) of the diameter of the wood so affected. Such cuts shall be considered proper only when such remaining limb is vigorous enough to maintain adequate foliage to produce wood growth capable of callusing the pruning cut so affected within a reasonable amount of time.
- 4 All pruning cuts of limbs 2" caliper and smaller shall be completed with hand tree pruning tools or pole saw (not with a chain saw). Prune these smaller branches by climbing the tree (without the use of tree spurs).
- 5 All tree pruning cuts shall be made in such a manner so as to minimize the size of the wound and to promote the earliest possible covering of the wood by natural callus growth. Flush cuts which produce large wounds shall not be made and the branch collar shall not be removed.
- 6 Tree limbs shall be removed and controlled in such a manner as to cause no damage to other parts of the tree, to other plants or to public or private property.
- 7 All major pest problems shall be promptly reported to the Parks Supervisor.
- 8 All cutting tools and saws used in tree pruning shall be kept sharpened to result in clean cuts with an un-abrasive and non-ragged wood/ bark surface and branch collar remaining intact.
- 9 All trees six (6) inches in diameter or less shall be pruned with hand tools only. Chain saws will not be permitted on any trees six (6) inches in diameter or less. This is to prevent any unnecessary abrasions to cambial tissue that may predispose a tree to insect and/or disease problems.
- 10 Whenever pruning cuts are to be made, while removing limbs too large to hold in one hand during the cutting operation, the limbs shall first be cut off one (1) to two (2) feet in front of the intended final cut, the final cut shall be made in a manner to prevent tearing of the bark and live wood.
- 11 No more than twenty-five percent (25%) of the live wood may be removed from the crown of any tree and trees that are to be thinned. Such thinning shall not include the removal of any live limbs in excess of six (6) inches in diameter without prior approval from the Supervisor of Parks. No drop-crotching, stubs or flush cuts will be allowed.
- 12 Any extraneous metal, wire, rubber or other material (i.e. stakes and ties) interfering with tree growth shall be removed immediately.
- 13 Any defective or weakened trees shall be reported to the Supervisor of Parks. Specifically, any structural weakness of a tree, decayed trunk or branches, shall be reported in writing, noting the location of the tree by street address and a description of the hazard found in the tree.
- 14 The use of climbing spurs or spike shoes in the act of pruning trees is prohibited.
- 15 Beneficial animal or bird nests or nesting cavities shall be preserved and protected whenever feasible, unless doing so would create a hazard.

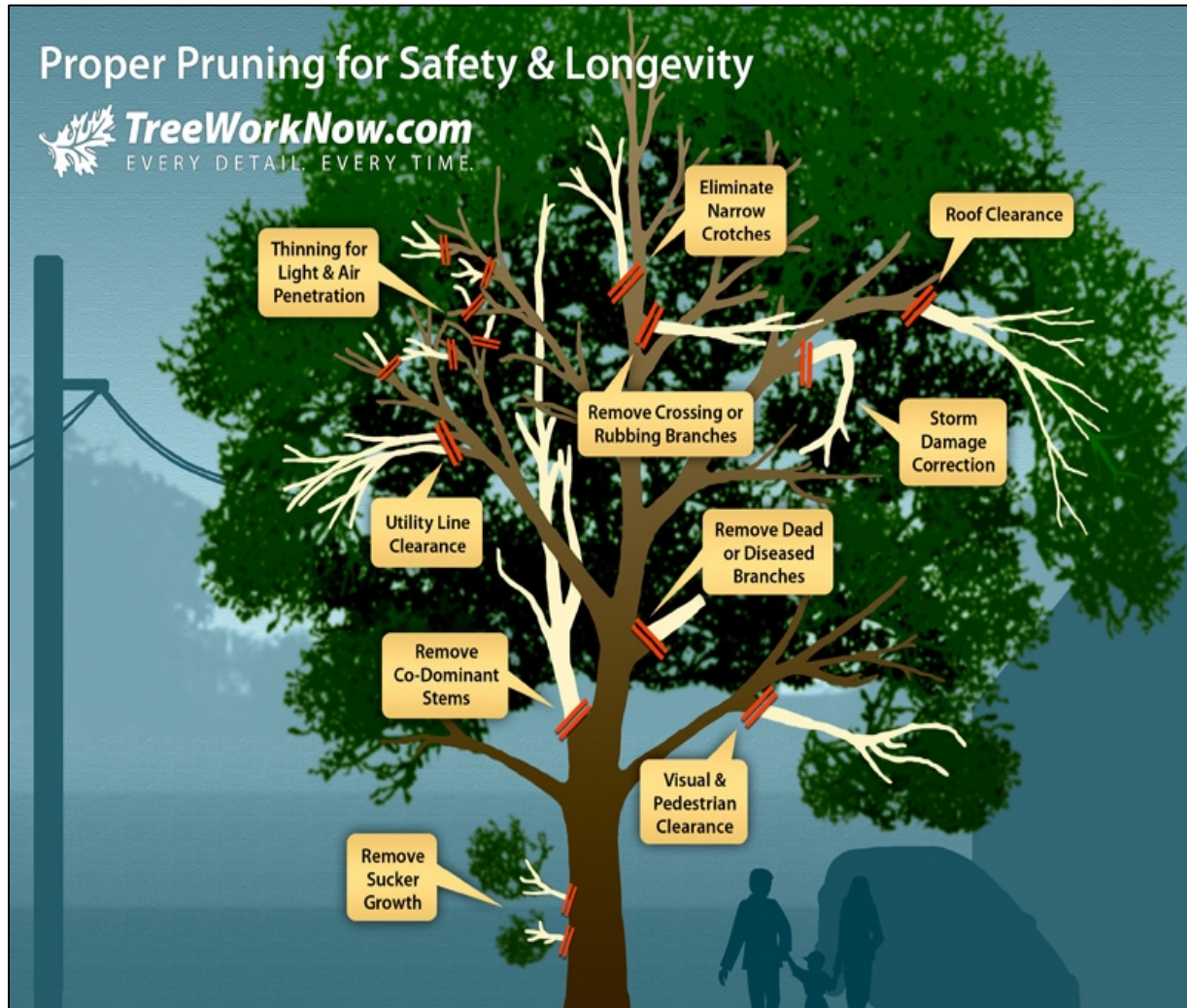
## **8.3 DETAILED TREE PRUNING SPECIFICATIONS**

Detailed tree pruning shall consist of the total removal of those dead or living branches as may threaten the future health, strength and attractiveness of trees. Specifically, trees shall be pruned in such a manner as to;

- 1 Prevent branch and foliage interference with requirements of safe public passage. Over-street clearance shall be kept to a minimum of four (4) meters above the paved surface of the street, three (3) meters above the curb and three (3) meters above the surface of a public sidewalks or pedestrian ways. Exceptions are allowed for young trees which would be irreparably damaged by such pruning action. Tree branches shall be kept to a minimum of two (2) meters away from private residences or structures measured horizontally from the edge of roof and porches.
- 2 Remove all dead and dying branches and branch stubs that are one-half (1/2) inch diameter or larger.
- 3 Remove all broken or loose branches (hangers).
- 4 Remove any branches which interfere with the tree's structural integrity and impact on the development of proper form for the applicable species, which will include the following;
  - Branches which rub and abrade a dominant branch
  - Branches of weak structure, co-dominant, poor branch union with the trunk and included bark
  - Branches which, if allowed to grow, would compromise the form and structure of the tree
  - Branches forming multiple leaders in a single-leader type tree
  - Selective removal of undesirable sucker and sprout growth
  - Selective removal of one or more developing leaders where multiple branch growth exists or near the end of broken or stubbed limbs
  - Selective removal of limbs obstructing buildings or other structures or traffic signs
  - Obtain a balanced appearance when viewed from the opposite side of the street.

**FIG 1**





**END OF APPENDIX 3  
POLICY "C"  
TREE REMOVAL/PRUNING AND COMPENSATION POLICY**