

Parkway Tree Policy

1.0 General

- 1.1 The Public Works Department shall implement the street tree policy adopted by the City Council. The Director of Public Works, whose decision will be final, will review appeals.
- 1.2 Definitions
 - 1.2.1 City Forester: An experienced tree professional, who holds a valid arborist license, either a city employee or procured by contract, who is designated as the City Forester by the Director.
 - 1.2.2 Cut out: A tree well area that is surrounded on all sides by concrete.
 - 1.2.3 Department: Department of Public Works.
 - 1.2.4 Director: Director of Public Works
 - 1.2.5 Grass Parkway: The open strip located between the back of the curb and gutter and the front edge of sidewalk.
 - 1.2.6 Parkway Trees: Those trees located within the street right of way along residential frontage.

2.0 Goals and Objectives

- 2.1.1 To plant and maintain the urban forest with trees that will add to the aesthetic value of the community and at the same time not damage adjacent public, private or utility structures or pose a danger to the health, safety, and welfare of the community. (“Right Tree, Right Place”)
- 2.1.2 To manage the urban forest cost effectively.
- 2.1.3 To maintain and trim trees in a manner that promotes the health of the tree and ensures the survival of newly planted trees.
- 2.1.4 To provide mixed age tree population, adequate species diversity and an appropriate mix of tree types (evergreen, deciduous, palm), in order to provide a diverse forest ecosystem more able to adapt to changing environmental pressures such as disease, pest infestation, etc...
- 2.1.5 To allow residents a choice in deciding what type of tree is planted in front of their property.
- 2.1.6 To maximize tree planting so each planting space in the City is planted, unless conditions prohibit doing so.

3.0 Street Tree Selection Manual (STSM)

- 3.1 The Department shall create a street tree selection guide for trees that are approved for planting within street right of way. The guide at a minimum shall provide:
 - 3.1.1 Tree Common Name

- 3.1.2 Tree Species Name
- 3.1.3 Tree Type (Palm, Deciduous, Evergreen)
- 3.1.4 Minimum Parkway Size
- 3.1.5 Sample Picture
- 3.1.6 Any other data and/or reports deemed appropriate by the Director.
- 3.2 Modifications to the STSM
 - 3.2.1 The Director may make changes, add or delete trees species, or add criteria to protect the health, safety and welfare of the public.
 - 3.2.2 The STSM will be made available to the public for review upon request.
- 3.3 **Street Tree Designation**
- 3.4 The City has previously designated a specific tree for specific street segments as listed in within the STSM formally known as the Street Tree Master Plan. Upon policy adoption, the different variety of trees may be planted as long as the:
 - 3.4.1 Parkway Size is greater than the Minimum Parkway Size within the STSM

4.0

5.0 Tree Removals

- 5.2 Parkway trees will be removed by the City at its expense under the following conditions:
 - 5.2.1 The tree is declared a hazard.
 - 5.2.2 The tree is declared dead or diseased.
 - 5.2.3 The tree has caused recurring damage to curbs, gutters, or sidewalks, and root pruning will not reasonably prevent further damage.
 - 5.2.4 The tree is not consistent with the STSM for the area and the resident requests that it be removed.
 - 5.2.5 The tree has damaged private property, including retaining walls, block walls, foundations, driveways, etc., and root pruning will not reasonably prevent further damage.
- 5.3 Parkway trees will not be removed for the following reasons:
 - 5.3.1 The tree drops leaves, pods, flowers, etc., or birds roosting in the tree create a mess.
 - 5.3.2 The tree roots intrude into a private sewer lateral.
 - 5.3.3 Tree roots are coming to the surface in the front yard or parkway
 - 5.3.4 Tree roots have damaged private planters, paving, etc. constructed in the parkway
- 5.4 Unauthorized Tree Planting

- 5.4.1 If the Department discovers an unauthorized tree planting, not in conformance with this policy, and the City Forester determines that this tree meets the criteria for tree removal, the tree may be removed without notice if the tree is an imminent hazard. Otherwise, written notice shall be affixed to the tree to notify of its removal at least seven days prior. Existing trees planted prior to adoption of this policy will be evaluated on a case by case basis based upon the removal criteria and available funding.

6.0 Tree Trimming:

6.2 Department Trimming:

- 6.2.1 All trees will be trimmed on a cycle determined by the amount budgeted by City Council except the following:
 - 6.2.1.1 Trees that pose a potential threat to the health, safety and welfare as determined by the City Forester.
 - 6.2.1.2 Certain species of trees, as determined by the City Forester, may be trimmed on a more frequent schedule such as certain species of “palms” and trees, if not trimmed, would cause damage to public improvements such as existing “ficus trees”.
- 6.2.2 Trees will not be trimmed due to leaves, pods, flowers, etc., or birds roosting in the tree create a mess.
- 6.3 Trimming by Residents:
 - 6.3.1 The property owner may make application for a tree trimming permit, on a form provided by the Department, to trim the tree or trees along their frontage. A refundable deposit may also be required for replacement of the tree if damaged and needs subsequent replacement.
 - 6.3.2 A licensed contractor must trim the tree in accordance with International Society of Arboriculture Standards (ISA) and Department permit conditions.

7.0 Tree Planting

- 7.2 By request of the property owner, a tree species as identified in the STSM for that area will be planted at City expense (as funds permit) where trees have been removed or in vacant areas. Only one tree will be planted in each street frontage (front or side yard) except corner lots where appropriate.
- 7.3 Resident may request that a tree be installed at their expense, in accordance with the STSM.
- 7.4 If a tree is removed by the Department, it shall be planted in accordance with this policy.
 - 7.4.1 The frontage property owner may request in writing that a tree not be planted within a grass parkway area. Areas with cutouts will be planted by the Department in accordance with the STSM and not left vacant.
- 7.5 Developers, who are required to plant parkway trees, shall conform to this

policy.

8.0 Performance of Work

8.2 The City or its contractor will perform all removal, planting and root pruning. Tree trimming may be performed by the resident as mentioned within this policy.

9.0 Forms

9.2 The Director shall implement any forms, applications, technical specifications and/or documents necessary to carry out this policy.