



## **TOWN OF PENETANGUISHENE**

### **TREE POLICY**

#### **TREE INSPECTION**

##### **A. Statement**

The Town of Penetanguishene addresses all concerns with respect to trees on municipal property, as resources will allow. The Public Works Supervisor, or designate or the Facility Manager will respond to all complaints and once they are assessed, will be dealt with on a priority basis.

##### **B. Town's Responsibilities**

1. To address all inquiries in a timely manner.
2. To inspect emergencies immediately.
3. To record details accordingly to inspection form.
4. To ensure Town ownership of the tree(s).
5. To ensure tree is not protected under any designation (i.e. Site Plan Control Agreement).
6. To record any additional work that may be required on a street.
7. To perform work in a safe, professional and timely manner.

##### **C. Maintenance Practices**

1. Personal contact with homeowner is made. If not, a carbon copy of tree inspection/information notice is left addressing the residents concerns and other pertinent information.
2. If the work cannot be completed during the inspection, the work will be coordinated with other works the Town may be doing or having contracted out.

#### **TREE PRUNING**

##### **A. Statement**

Tree pruning performed within the Town of Penetanguishene shall be done by the Town or a contractor under the direction and to the satisfaction of the Supervisor of Public Works, or designate, or Facility Manager, as the situation warrants.

##### **B. Town Responsibilities**

1. To ensure an effective tree pruning program that maintains the integrity of streetscapes and open spaces.
2. Based upon an inspection, the pruning request is categorized as either "hazard", "block" or "specific" pruning.

3. “Hazards” pruning shall be done immediately (as existing resources will allow). “Block” pruning is required where a minimum of one block needs to be pruned as per the attached minimum requirements, as budget permits. “Block” pruning is regular maintenance. “Specific” pruning shall be done within a timely manner.
4. Upon completion of the tree pruning operation, brush and debris are removed and the area raked and swept clean.

**C. Specific Pruning Activities**

1. The attached minimum requirements shall govern all right-of-ways.
2. Sight lines and street sign clearance must be maintained as per Section 162(3) of the Highway Traffic Act. The Town’s maintenance standard is a minimum of 45 metres un-obstructed view.
3. Specific pruning shall have a higher priority than block pruning when prioritizing for the spending of funds during that year.
4. The resident received a notice outlining the proposed work to be done on the tree in front of their property.

**D. Hydro Line Clearing**

1. Currently, the Town of Penetanguishene works in a partnership with the Penetanguishene Hydro Electric Commission when conducting line-clearing operations.
2. All hydro line clearing is done by the Penetanguishene Hydro Electric Commission or it’s designate to the Town of Penetanguishene standards.

**TREE REMOVAL**

**A. Statement**

The Town of Penetanguishene Public Works Department will remove trees only when deemed necessary. Trees will be considered for removal only when they are located on Town property and are found to be dead, in severe decline, damaged beyond the point of repair, interfering with the Town infrastructure or are found to be an undesirable species.

**B. Town’s Responsibilities**

1. To observe by-law 1998-69.
2. To review the impact of any tree removal request.
3. To notify the appropriate homeowner of the Town’s intentions.
4. To ensure that tree removal operations are done in a safe, efficient and timely manner, based on priorities of all trees to be removed and trimmed.
5. The stump is to be removed when the tree is removed except where the budget will not permit. The stump is to be placed at the top of the priority list for the next years removals.
6. To review the site for a possible replacement tree.

**C. Maintenance Practice**

1. Any tree to be removed shall be marked with an orange “X”.
2. Once the tree is removed, the wood is left on site for the owner, if requested. If the homeowner does not want the wood, it will be picked up by the Public Works Department and disposed of at the shop.
3. Upon completion of a removal, the site shall be restored to original conditions.
4. Wood left on site shall be cut in 1.2 metre sections and 0.6 metre sections for extremely large pieces.

**EMERGENCY TREE SERVICES**

**A. Statement**

The Town of Penetanguishene Public Works Department is responsible for handling all emergency calls relating to trees on town property.

**B. Town Responsibilities**

1. If an emergency takes place during normal working hours, all work to be done is supervised and coordinated by the Director or Supervisor of Public Works.
2. If an emergency takes place after hours, the OPP will contact the on-call Public Works employee. All work will be coordinated by the Public Works Department.

**SURFACE ROOTS**

**A. Statement**

The Town of Penetanguishene Public Works Department will inspect all requests concerning Town trees with surface root exposure.

**B. Town Responsibilities**

1. To ensure those trees with surface roots are in a healthy condition and do not pose a hazard to public property.
2. To ensure that all boulevard tree planting follows the planting guidelines and minimize the possibility of surface root conflicts.
3. Surface roots conflicting with public property will be dealt with to minimize the possibility of injury to the general public (i.e. raised sidewalk bays).

**C. Maintenance Practices**

1. The Town of Penetanguishene does not recommend nor conduct the removal of a surface root on trees with a surface root problem, unless the tree or roots pose a public hazard.
2. In the event of a Town tree's surface roots causing property damage, every option available to preserve the tree shall be considered before tree removal or root cutting is considered.

## **BLOCKED SEWER**

### **A. Statement**

All requests concerning blocked sewer pipes are forwarded to the Penetanguishene Public Works Department.

### **B. Town Responsibilities**

1. To ensure that the species prone to aggressive rooting are not planted on public property.
2. Every attempt to preserve the tree (i.e. root cutting) shall be made before removal is considered to be an option.

## **DISPUTE RESOLUTION**

- A. Where there is a dispute between a property owner and the Public Works Department or Recreation and Culture Department on the maintenance or removal of a tree, and it cannot be resolved at the staff level, it shall be referred to the appropriate Section of Council's General Committee for resolution. Any decision made by the appropriate Section shall be deemed final.

## **REPLACEMENT OF TREES**

- A. Any tree removed by either the Public Works Department or the Recreation and Culture Department shall be replaced by at least one tree of similar species. Additional trees may be planted, subject to the budget approval. The planting of trees shall be done by a competent firm, under the supervision of the Recreation and Culture Department.