



CITY OF CORNER BROOK

Policy Statement

Index	Leisure Services	Section	Trees		
Title	Tree Pruning and Removal	Policy Number	09-05-04	Authority	Council
Approval Date	17 Jan 01	Effective Date	17 Jan 01	Revision Date	

Purpose:

To state responsibility and action procedure for tree pruning and removal.

Policy Statement:

It is the responsibility of the Leisure Services Division to determine pruning and tree removal activities provided to City protected trees.

Procedure:

1. All inquires/complaints regarding pruning and tree removal will be directed to the Leisure Services Division.
2. If the tree is not readily identifiable as a City tree, Leisure Services will request in writing the Engineering Services to determine ownership.
3. If the tree (2) in question is not a protected City tree, the enquirer will be notified in writing by the Recreation Liaison or designate that the City has no responsibility.
4. If the tree (2) in question is identified as a protected City tree, the Leisure Services Division will determine the extent of the pruning, or if the tree needs removal. Arrangements for this work will be completed by the Leisure Services Division.
5. Before pruning or removal begins, adjacent home owners will be notified of the date and the time work is expected to commence.
6. Replacement shall be in accordance with the Tree Replacement Policy.
7. "Protected City Tree" shall mean any tree on City property.

Definitions:

"Protected City Tree" shall mean any tree on City property.

Reference:

Approved: Minute 01-03 (17 Jan./01)

IN WITNESS WHEREOF, this policy is sealed with the Common Seal of the City of Corner Brook.


MAYOR


CITY CLERK



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Amendment to Tree Pruning and Removal Policy – Policy # 09-05-04

January 9, 2012

Index: Changed "Leisure Services" to "Public Works"

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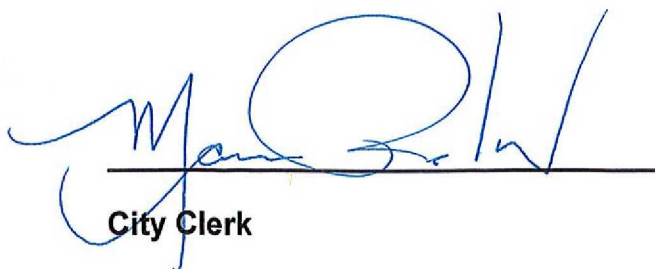
Procedure:

1. Changed "Leisure Services" to "Public Works"
2. Changed "Leisure Services" to "Public Works" and Changed "will request in writing the Engineering Services" to "will request in writing to the Engineering Services"
3. Changed "Recreation Liaison" to "Public Works Foreman"
4. Changed "Leisure Services" to "Public Works", Changed "extend" to "extent", Changed "Arrangements for this work will be completed by the Leisure Services Division" to "Arrangements for this work will be completed by the Public Works Division, when the budget allows."

Add #8: "If a homeowner feels the pruning/removal of the City tree is urgent and cannot wait for the Public Works Division to complete the work, the homeowner has the option of pruning/removing the tree at 100% cost to the homeowner. The request to complete this work must be made in writing to the Public Works Division and no work shall commence without written approval from the Public Works Foreman or designate. If a tree is removed the tree planting policy (policy #09-05-02) and the tree replacement policy (policy #09-05-06) must be followed."

Amendment approved by Council: 16 January 2012, Minute #12-23


Mayor


City Clerk

