



Guidelines

Tree Removal Public Notices and Councillor Email Notifications by Forestry Services

Effective: April 5, 2021

Public Notice of Tree Removal

The following guidelines provide direction to City staff for the posting of a public notice of tree removal on City trees to be removed by Forestry Services. These guidelines will be implemented City wide.

Individual Trees:

- Trees \geq 30cm DBH (diameter at breast height)

Groups of Trees:

- When multiple trees are to be removed in close proximity to one another and where one or more trees in the group is \geq 30cm DBH, one sign will be posted which indicates that multiple trees are to be removed

Urban Woodlots, Hedgerows, Forested Areas:

- May include trees of any size
- Notice will be posted where there will be significant impact from the removals (i.e. entire forested area, impact to views/sightlines, etc.)
- Where appropriate, alternate signage may be used for large scale removal operations

Notes:

- The public notice of tree removal will be posted at the time the tree is marked for removal and should remain on the tree until removal operations occur;
- Regardless of public notice posting guidelines, all City trees remain protected under the Tree Protection by-law;
- Regardless of tree size or the posting of a public notice, all trees to be removed by Forestry Services will be marked with a red "X" prior to removal;
- Where a tree removal does not fall within these guidelines, staff may determine that the posting of a public notice is appropriate for the circumstances.

Email Notification to Councillors

Effective April 5, 2021, an email notification will be sent to the ward Councillor when trees are scheduled to be removed in their ward. The following guidelines apply to City owned trees and trees on private property where a tree removal permit has been issued:

Individual Trees:

- City owned trees \geq 30cm DBH
- As per the Tree Protection by-law

- Permitted private trees (inner urban area) $\geq 30\text{cm}$ DBH
- Permitted private trees (suburban area) $\geq 50\text{cm}$ DBH

Groups of Trees on City Property:

- When multiple trees are to be removed in close proximity to one another and where one or more trees in the group is $\geq 30\text{cm}$ DBH, one email notification will indicate that multiple trees are to be removed.

Urban Woodlots, Hedgerows, Forested Areas on City Property:

- May include trees of any size
- Where there will be significant impact from the removals (i.e. entire forested area, impact to views/sightlines, etc.)
- Where large scale removals operations are to occur, more detailed information is typically provided to Councillors and the public including maps

Notes:

- The email notification will include information such as ownership (private/city), location, and the reason for removal;
- Where a tree removal does not fall within these guidelines, staff may determine that an email notification to the ward Councillor is appropriate for the circumstances;
- As Forestry Services is not solely responsible for all tree removals on City property, there will be circumstances where Councillors are notified of tree removals through other channels (i.e. removals for infrastructure projects, site plans, plans of subdivisions, utility work, etc.).