



# City of Lloydminster

# Policy

<b>Policy Title:</b>	Tree Planting Policy	<b>Policy Number:</b>	720-04
<b>Date of Adoption:</b>	October 4, 2021	<b>Motion Number:</b>	316-2021
<b>Date of Amendment:</b>		<b>Motion Number:</b>	
<b>Sponsoring Department:</b>	Parks and Green Spaces		

## 1. Purpose:

- 1.1 To regulate, control and provide guidance when planting Trees on Boulevards and City Owned Property within the boundaries of the City of Lloydminster.

## 2. Definitions:

<b>Administration</b>	An employee or Contract employee of the City of Lloydminster.
<b>City</b>	The corporation of the City of Lloydminster.
<b>City Owned Property</b>	Any property that is owned by the City and that is not classified as Boulevard.
<b>Boulevard</b>	That portion of the right-of-way of a public roadway lying between the curb line of the roadway and the adjacent fronting property line, excepting that portion occupied by a sidewalk.
<b>Member of Council</b>	An individual elected pursuant to <i>The Local Government Election Act</i> (Saskatchewan) as a Member of Council.
<b>Municipal Development Standards</b>	Defines minimum acceptable standards to interested parties requiring knowledge of the principles governing the development of land in the City of Lloydminster.
<b>Person</b>	Any individual, a group of individuals, a corporation, firm, partnership, proprietorship, association, society or co-operative organization.
<b>Tree(s)</b>	Those Tree(s) of a species, minimum size, stock and caliper as defined by Administration by January 31 <sup>st</sup> annually.
<b>Permit</b>	The authorization or consent in a format as developed by Administration for the planting of a tree.

### **3. Scope:**

- 3.1 The planting of all Trees will be in accordance with the applicable bylaws, policies, and approved plans and standards concerning Boulevards, utility areas, and any City Owned Property within the City of Lloydminster's municipal boundaries.

### **4. Permits and Removals:**

- 4.1 A City issued Permit is required for any Person who plants a Tree on a Boulevard or City Owned Property.
- 4.2 There shall be no fee payable for the issuance of a Permit.
- 4.3 All Persons who obtain a Permit shall only plant Trees authorized by the Permit and strictly in accordance with the terms and conditions of the Permit.
- 4.4 Any Tree that interferes with a public work, utility, causes a safety hazard or obstruction or is in declining health may be removed.
  - 4.4.1. To the best of its ability, the City will attempt to notify the adjacent property owner of the tree removal unless doing so allows for the continuation of an unsafe condition. The City shall not be obligated to replace the Tree.
- 4.5 No Person shall apply for a Permit, unless they are the owner of the property that is adjacent to or abutting the City Owned Property, including Boulevards, that is the subject of the Permit application.

### **5. Guidelines:**

- 5.1 The planting of a Tree on Boulevards or City Owned Property may occur in order to help beautify and enhance the neighbourhood, help purify the air we breathe, contribute to urban biodiversity, sequester carbon and provide a sense of well-being in our environment.
- 5.2 All Trees that are planted on Boulevards or City Owned Property must conform to those species of Trees deemed to be desirable for that purpose as per the City of Lloydminster's Municipal Development Standards.
- 5.3 Utility locates shall be obtained by the Permit holder prior to any planting and shall maintain all setbacks as listed in the City of Lloydminster's Municipal Development Standards.

- 5.4 A Person who has planted a Tree on a Boulevard or City Owned Property shall be responsible to provide care and maintenance of that Tree until such a time that it is to be removed. Refer to 4.4 for Tree removal.
- 5.5 All Trees planted shall be planted to allow for future sidewalks if they are currently non-existent.

## **6. Penalty:**

- 6.1 Any staff member found to be in violation of this policy may be subjected to a disciplinary action. Such action may be dependent upon the nature of the breach of this policy; discipline may range from a verbal warning to dismissal with cause.
- 6.2 Any Member of Council found to be in violation of this policy may be dealt with utilizing the "*Code of Conduct Bylaw*" or provisions of "*The Lloydminster Charter*."

## **7. Responsibility:**

- 7.1 City Council shall review and approve all policies.
- 7.2 City Administration shall administer the policy through the use of a supporting procedure.
- 7.3 Sponsoring Department is responsible for creating and amending a supporting procedure.