

Section 1.01. Purpose. This administrative practice defines the procedures to be used in managing vegetation on City property, excluding City Parks and Facilities.

Section 1.02. Trees that pose a risk to people or property. By determination of staff or by a qualified Arborist (International Society of Arboriculture certified Arborist with Tree Risk Assessment Qualification), City will coordinate mitigation including removal. If a permit is submitted, no fee will be assessed.

Section 1.03. Trees that do not pose a risk to people or property. Prior to pruning or removing trees on City property, adjacent homeowners shall obtain a permit from the City Engineering Office.

In granting a permit for tree pruning, the City Engineer, or designee, shall make a written finding that the proposed management actions:

1. Are planned and carried out by an ISA-Certified Arborist;
2. Remove no more than 25% of the living material of an individual tree within any three-year period;
3. Conform to applicable practices of the American National Standard Institute (ANSI) A300 Tree, Shrub and Other Woody Plant Management – Standard Practice (Pruning);
  - a. Including, use of the natural pruning system to maintain the characteristic growth pattern of trees and shrubs resulting in a balanced canopy;
  - b. Prohibiting pruning activities that negatively impact the health of the tree or create an unbalanced canopy, including, but not limited to:
    - i. Topping (removal of the top of the leader/stem and upper branches), stripping living material from branches, removal of a live branch or leader/stem more than 6 inches in diameter;
4. Do not disturb the ground or roots.

In granting a permit for tree removal, the City Engineer, or designee, shall make a written finding that the proposed removal:

1. Is planned and carried out by an ISA-Certified Arborist;
2. Thins an overly dense tree stand, resulting in a healthy density for the remaining vegetation;
3. Maintains overall vegetation such that soil stability and erosion are not negatively affected;
  - a. Replanting with other plant species may be required on a case-by-case basis;
4. In areas where a historic landslide has occurred, or in areas of high or very high landslide susceptibility, the activities are determined by a Geological Professional

to not increase the likelihood of a landslide. This requirement may be waived at the discretion of the City in cases of minimal disturbance.

City staff will determine whether a felled tree may remain on site or shall be removed. Determination will be made on a case-by-case basis.

City staff shall inspect trees before and after management to ensure that actions were carried out in accordance with the permit conditions. Certification by the ISA-Certified Arborist that completed the work is required upon completion.

A denial of a permit may be appealed to the City Council if notice of such appeal is filed with the Finance Director within 15 (fifteen) days of the date of the denial.

Section 1.04. Management of vegetation other than trees. Prior to managing vegetation other than trees on City property, adjacent homeowners shall obtain a permit from the City Engineering Office.

In granting a permit for management of vegetation other than trees, the City Engineer, or designee, shall make a written finding that the management actions:

1. Are carried out by a licensed, insured and bonded contractor;
2. Conform to applicable practices of the American National Standard Institute (ANSI) A300 Tree, Shrub and Other Woody Plant Management – Standard Practice (Pruning);
  - a. Including, use of the natural pruning system to maintain the characteristic growth pattern of trees and shrubs, including a balanced canopy;
3. Do not disturb the ground or roots;
4. Maintains overall vegetation such that soil stability and erosion are not negatively affected;
  - a. Replanting with other plant species may be required on a case-by-case basis;
5. In areas where a historic landslide has occurred, or in areas of high or very high landslide susceptibility, the activities are determined by a Geological Professional to not increase the likelihood of a landslide. This requirement may be waived at the discretion of the City in cases of minimal disturbance.

City staff shall inspect vegetation before and after management to ensure that actions were carried out in accordance with the permit conditions.

A denial of a permit may be appealed to the City Council if notice of such appeal is filed with the Finance Director within 15 (fifteen) days of the date of the denial.