



Hamilton

DEVELOPMENT APPLICATION GUIDELINES

TREE MANAGEMENT PLAN

PURPOSE:

This document explains the guidelines for the preparation of a Tree Management Plan, which may be required for the submission of an application under the *Planning Act*. All Tree Management Plans shall follow the guidelines referenced in this document. Failure to adhere to the guidelines may result in a submission being considered unsatisfactory and a submitted application being deemed incomplete.

A Tree Management Plan is required to illustrate the potential effects a proposed development may have on existing public trees within the City's public right-of-ways and to illustrate the extent of tree preservation, injury or removal. An arborist determines the location, ownership, size, species, and condition of trees on the property and adjacent properties and becomes familiar with the City of Hamilton's Design and Preservation Manual for Assets within Public Property (March, 2022), tree permits and fees.

PREPARED BY:

A Certified Arborist in good standing with the International Society of Arboriculture (ISA), a Registered Professional Forester (RPF) certified in the province of Ontario, or a Landscape Architect certified by the Ontario Association of Landscape Architects (OALA).

CONTENTS INCLUDE:

Applicants and their retained consultants should refer to the City of Hamilton's Design and Preservation Manual for Assets within Public Property (March, 2022) for detailed information on what to include in a complete Tree Management Plan. A Tree Management Plan should include the following:

- All trees within the proposed development area and adjacent to the property lines must be surveyed and accurately plotted on the plan to determine ownership;
- Each tree should be labelled with the future intentions regarding retention or removal;
- All proposed surface treatment changes within individual tree driplines, property lines, building footprints, driveways, utility construction corridors and temporary access roads must be accurately depicted;
- A Tree Inventory Analysis Table located on the Tree Management Plan will not be considered complete without the following data and recommended action for each tree:

Tree Management Plan – Development Application Guidelines

- - Species by botanical and common name;
 - Appraised value of each tree as per Forestry and Horticulture Design Guidelines;
 - Diameter at breast height in centimeters or millimeters;
 - Ownership (> 50% @ ground level = ownership) – municipal or private;
 - Biological health;
 - Structural condition;
 - Proposed grade changes within individual driplines;
 - Proposed utility construction within individual driplines;
 - Proposed removals or relocations; and,
 - Proposed trees to be protected.

- If it is determined and verified that existing trees can remain, a tree protection zone detail, with notes showing tree preservation techniques, shall be included on the submission.

Please refer to the City of Hamilton's Design and Preservation Manual for Assets within Public Property (March, 2022) for more details.

OTHER INFORMATION:

City of Hamilton's Design and Preservation Manual for Assets within Public Property (March, 2022) – [LINK TO BE PROVIDED](#)

REVIEWED BY:

Forestry and Horticulture Section, Environmental Services, Public Works Department

CONTACT:

Horticultural Contact: pwhort@hamilton.ca

Urban Forestry Contact: urbanforest@hamilton.ca