



TOWN OF CARLYLE

POLICY MANUAL

POLICY DESCRIPTION:	POLICY NUMBER: TRE 0010
Trees and Shrubs on Town Property	DATE APPROVED: July 8, 2009
	DATE REVISED: March 24, 2010
	January 18, 2012

Purpose of Policy: To ensure that trees which are planted on Town property are in accordance with the safety and aesthetic plans of the Town of Carlyle.

Process:

1. All requests are to be in writing, and must indicate the type of tree/shrub to be planted and the specific location of the planting.
2. All requests are to be approved by Council prior to any planting being undertaken.
3. Planting will not be permitted where site lines and visibility might be impaired by the growth of the plants.
4. Any plants placed on Town property which interfere with operations of the Town will be removed and there will be no reimbursement to the person who planted the trees or shrubs. The Town will make a reasonable attempt to notify the owner prior to removal of the plantings, in case the owner wishes to transplant the tree or shrub, but in no case shall the town of Carlyle or its employees be held liable for loss of plantings.

Removal of Trees:

1. Any requests to remove a tree that is on Town property must be in writing, indicating the type of tree and its specific location.
2. All requests are to be approved by Council prior to being removed.
3. Any tree that is removed from Town property by request is to be replaced by the property owner paying the Town \$100.00 to cover the cost of a new tree. A suitable location for the replacement tree will be found by Town personnel.
4. Cost of tree removal is the responsibility of the property owner so requesting.
5. The Town will arrange for the removal of the tree.