CITY OF CLAREMONT TREE POLICIES & GUIDELINES MANUAL REVSION SUMMARY MAY 2024

The following is a summary of revisions for the City of Claremont's Tree Policies and Guidelines Manual (Manual) implemented in May 2024. Revisions include updating guidelines to meet the most current urban forestry industry standards, meeting the International Society of Arboriculture (ISA) best management practices (BMPs), and incorporated a robust community engagement process to ensure community values are reflected in the revision. This summary is provided to increase transparency and includes updates to City policies and practices. The full Public Draft can be viewed on the city website for the duration of the Public Comment period.

1.   Manual Revisions

Revisions were discussed with staff, presented to the community, and will be adopted through City Council as the revised Tree Policy and Guidelines Manual.

Acronym	Definition	
ADA	Americans with Disabilities Act	
BMP	Best Management Practices	
City	City of Claremont	
ISA	International Society of Arboriculture	
ROW	Right-of-way	

Revision Section	Revision Summary
Introduction	The City's policy is to protect and preserve healthy trees whenever possible, as a first option.
	The Manual outlines the required assessment process to determine if a tree needs to be removed. The process includes documented assessment and consideration of all feasible conflict resolution options prior to a determination.
	The City must comply with requirements of the Americans with Disabilities Act (ADA) to ensure accessible paths of travel, which takes precedence over tree preservation when trees conflict with ADA compliance.
	To allow for engagement in the tree maintenance program, tree-related decision-making processes are documented and publicly accessible.
Guardianship of the Community Forest	Recommendations related to arboriculture principles and tree maintenance shall be provided by an ISA Certified Arborist on staff or an external consultant who is an ISA Certified Arborist.
General Preservation and Planned Management	When trees in historic groves need to be removed, tree species which differ from, but that complement the historic grove and neighborhood characteristics shall be planted.
	When trees are selected for planting, the Designated Street Tree List shall be used to select the "right tree for the right place." Considerations include: - Growing space for tree's mature stature, - Select the largest stature tree for each viable vacant site, - Select low or very low water needs species, - Consider planting native species when feasible.
	Vertical clearance requirements were updated to meet the requirements of the California

	Highway Design Manual.
Maintenance Guidelines	Guidelines for nursery stock, planting material, establishment care, mulching, watering, young tree structural pruning, mature tree pruning, root pruning, and protecting trees during construction were updated to meet current arboricultural best management practices.
	Tree Care for Birds and Other Wildlife guidelines were added.
	When planting a new tree, use Appendix D Conflict Prevention Methods Before Planting to determine if installing a method can minimize potential conflicts.
	When trees and infrastructure conflict, use Appendix E to consider mitigation methods to preserve trees when feasible while repairing the conflict to meet ADA requirements.
	Approved tree removals are be categorized as "Emergency Removals" or "Standard Removals." Each category outlines a specific communication procedure. Criteria of 'Emergency Removals' and 'Standard Removals' is outlined within the Manual.
	If hardscape/infrastructure/building repairs cannot be completed without jeopardizing the health and stability of the tree, the tree may be removed only after all mitigation measures have been considered.
	Community Services shall have the authority to remove a tree causing excessive or reoccurring hardscape/infrastructure/building damage if the cost of repairs is greater than the value of the tree or if the cumulative value of repairs outweighs the value of the tree. Trees causing re-occurring damage shall be reviewed for removal and replacement with new tree species appropriate for the location.
	If a tree is causing an ADA compliance issue, all mitigation efforts shall be considered prior to removal. If ADA compliance cannot be met when considering all mitigation options, the tree shall then be removed and repairs made to meet compliance.
	Volunteer trees shall be inspected by an ISA Certified Arborist to determine if the tree at maturity will grow without causing infrastructure conflicts. If the volunteer tree is likely to outgrow its site, the volunteer tree shall be removed.
	If a volunteer tree is unlikely to become structurally sound even with young tree structural pruning, the volunteer tree shall be removed. .
Programmed Tree Removal and Replacement Program	Programmed removals shall first explore all mitigation efforts besides removal. If all mitigating efforts are unfeasible, a multi-year removal plan will be scheduled. Trees in the severest state of decline as determined by an ISA Certified Arborist or trees causing the most conflict with infrastructure will be removed first. An immediate replacement plan shall be implemented, with an emphasis on planting the "right tree in the right place".

2.   Notification Procedure for Removals

The following Exhibits outline the notification procedure for "Emergency Removals" and "Standard Removals."

Exhibit 1. Emergency Removals - Notification Procedure.

1	City may remove tree without notice.
2	City submits list of performed removals and tree planting monthly to Community & Human Services Commission.
3	In submittal, provide removal and planting information, documented systematic process that was followed, and tree debris management decisions.

Exhibit 2. Standard Removals - Notification Procedure.

1	City to perform systematic tree health/arboriculture assessment prior to being placed on removal list. (In-house)
2	Post list of proposed tree removals and give public 15 days to respond. Include assessment documentation.
3	Identify trees being protested.
4a	Arborist report. (Third Party- additional cost)
4b	IF pest or pathogen related, lab work. (Outside service - additional cost)
5	Removal or mitigation recommendation made by outside service (See step 4)
6	Updates to protested tree removals posted with additional assessment paperwork/photos.

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