

## TREE MANAGEMENT POLICY

**Overview:** The Town will work with property owners to assess tree concerns and determine the best course of action. It is important to understand the difference between a “Right of Way” and an “Easement” which will define what the Town is able to do.

**Easement** – An easement to the Town of Clarkson is when the property owner gives permission to access a portion of their property as defined in a legal agreement (deed or survey map) as recorded in the Office of the Monroe County Clerk. This may be for drainage or access to property utilized by the town. Structures (catch basin, drainage pipe, grates) owned by the holder (Town) of the easement, are not the responsibility of the landowner.

**Right-of-Way** – A right-of-way (ROW) is granted or reserved over land for transportation purposes, such as a road or highway, to those who have jurisdiction over that roadway.

### TREES ON TOWN-OWNED LANDS and PARKS

**Jurisdiction:** Highway Department

- ✓ Tree mitigation is managed by the Town.
- ✓ If an imminent threat, the Town may remove the canopy of the tree, and leave the trunk/stump.
- ✓ Canopy to be left where felled, unless on a resident’s property.

### TREES INSIDE TOWN RIGHT-OF-WAY

**Jurisdiction:** Highway Department

- ✓ If a tree is an imminent safety threat, the Town may remove the threat.
- ✓ If a tree is near service lines, the service provider will manage tree removal.
- ✓ If a tree is dead or dying, the Town may remove it at their discretion.

## **TREES OUTSIDE TOWN RIGHT-OF-WAY**

**Jurisdiction:** Highway Department

- ✓ Trees on private property will need to be managed by the property owner.
- ✓ If a tree falls into the ROW, the Town will remove the threat, but only back to the ROW line.
- ✓ If you have a tree concern near a power line, contact the utility provider directly.

## **TREES IN DRAINAGE OR SEWER EASEMENT**

**Jurisdiction:** Highway Department

- ✓ If a tree is on the ground and adversely affecting Town drainage or sewer systems as determined by a Town Official, the Town will remove the blockage and correct the issue.
- ✓ If a tree is dead or dying but remains upright, and is not blocking or adversely affecting drainage, it can remain as is or be removed at property owner's expense.
- ✓ Any and all other tree issues are the responsibility of property owners, i.e. broken branches, leaves, etc.
- ✓ Property owners should notify the Town before any tree removal work begins, to ensure that drainage or sewer systems are protected.

## **TREES IN CREEK OR STREAM**

**Jurisdiction:** Highway Department

- ✓ If a tree has fallen and is blocking a creek bed or stream, or drainage system, the Town may remove the blockage.
- ✓ If a tree has fallen or is at risk of falling but does not pose a threat to person or property, or the drainage/sewer systems, it may be left as is.

- ✓ If a tree has fallen or is compromised, it is the responsibility of the property owner for management:
  - The property owner should contact the Town to evaluate the trees and recommend management options, i.e. felling the tree canopy to remove the threat or blockage.
  - In the event that it is necessary for the Town to cut or remove any dead or diseased trees or foliage, a Temporary Easement from the property owner to the Town may be needed to access the tree or blockage.

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### **TREE EVALUATION REQUEST**

Property owners may report a compromised tree or request an evaluation by the Town including fallen limbs, or a tree that is diseased or dead. Residents will be contacted once their information is reviewed by town staff. Please email the information below to [highway@clarksonNY.org](mailto:highway@clarksonNY.org):

- **Property owner:**
- **Phone number:**
- **Email address:**
- **Mailing address:**
- **Address of property where tree is located, if different from above:**
- **Detailed location of tree:** (front or back yard, which side, in a sewer or drainage easement, etc.)
- **Tree description:** Describe number of trees, type of tree and specifically what is the issue with the tree such as fallen limbs, diseased, dead, etc.
- **Obstructions:** detail any existing obstruction located in the vicinity of the tree, such as power lines/poles, proximity to the street , driveway and structures such as a shed, deck, pool or fence.