

## **University Tree Removal, Site Plan, and Landscape Policy for Leaseholds**

The University recognizes that the forested characteristic of its Domain is both an integral part of the community and a resource valued by its community as part of our Tree City USA designation. This policy updates and supersedes previous tree removal policies and attempts to balance the University's interests in a forested landscape with individual leaseholder's interest in their property.

### Dealing with dead trees:

- Leaseholders may remove dead trees from their leasehold following written notification to and acknowledgement from the Office of Leases and Community Relations.
- If there are 3 or more dead trees greater than 12" in diameter proposed to be removed, notify the Office of Leases and Community Relations. The Office of Leases and Community Relations will arrange for the trees to be inspected for disease prior to removal.
- All trees in question are to be flagged prior to the inspection.

### Dealing with living trees:

- Leaseholders may remove any tree that is less than 12" in diameter following written notification to and acknowledgement from the Office of Leases and Community Relations.
- If a leaseholder wishes to remove a tree that is over 12" in diameter or trim a tree over 12" in diameter, contact the Office of Leases and Community Relations for permission. All trees in question are to be flagged prior to the inspection.

### Other:

- Leaseholders are responsible for knowing where the lot lines are. If there is a question about which leaseholder owns a tree, the leaseholder should hire a surveyor to locate their corners.
- If there is a concern about a tree on University property or a question of whether a tree belongs to the University, contact the Office of Leases and Community Relations.
- It is recommended that leaseholders use licensed and insured tree removers. Leaseholders are responsible for their choices.
- Trees below the bluff may not be removed by leaseholders at any time. If historically open vistas become overgrown, leaseholders may petition the Office of Leases and Community Relations for tree removal.

Tree Consideration on New Leaseholds:

**All new home construction projects require submittal of a project site plan created by a certified surveyor to the Lease committee** that includes a tree protection plan locating all trees 12 inches or greater in diameter and identifying each by species and size. Trees proposed for removal and retention must be clearly identified along with the proposed footprint(s) of buildings, driveways, parking pads, utilities, and auxiliary structures. The project site plan will indicate the location of tree protection measures for all trees to be retained. Trees 12 inches or greater in diameter that do not impede construction or driveway design will be retained and will be protected from damage by construction equipment using silt fence or other means following the ANSI A 300 standard. Retention of native species like dogwoods, redbuds, and mountain laurel, is strongly encouraged.

The site plan will be subject to review by the PPS Grounds Manager, who will make a recommendation to the Lease Committee. Trees proposed for removal should be flagged with survey tape.

Once you have a fully executed lease, lot clearing may begin. Notify the Office of Leases and Community Relations as soon as the lot is cleared and prior to any construction for approval of tree protection.

Tree protection should be regularly maintained throughout construction and remain in place until construction is complete. All clearing will be at the expense of the leaseholder. For further information on tree protection plans, tree injury prevention strategies, and proper tree protection measures, see [Construction and Tree Protection](#) on the Office of Leases and Community Relations website.

Landscaping on Developed Leased Property:

Retention of native species like dogwoods, redbuds and mountain laurel, is strongly encouraged.

New landscaping may not use any listed invasive exotic species that may invade surrounding areas. The updated list of prohibited species can be found at the Office of Leases and Community Relations.

New landscaping is strongly encouraged to incorporate native species to the greatest extent possible. A list of recommended native species and nurseries that grow them can be found at the Office of Leases and Community Relations.

Non-native landscaping that is not on the invasive species list can be used at the leaseholder's discretion.

**Revision date: June 9, 2017**