

Annexure B

GENERAL GUIDELINES (NEW TREES AND REPLACEMENT PLANTING)

- Any street tree planting on sidewalks must be done by Parks and Recreation Department in collaboration with other land-owner departments.
- Applications by the public for individual tree planting on sidewalks must be in writing and addressed to the Director: Community Services or his/her delegated authority. Application forms are also available on Parks and Recreation Section.
- In the event of the applicant not being able to read and/or write, provision must be made for such applications to be presented verbally at the local or district office or depot.
- Residents requesting individual tree planting must undertake to water the tree for a specified period until it becomes established.
- Individual and replacement planting will be carried out when required by the Parks and Recreation Department.

Trees shall not be planted in the following circumstances: -

- Close to a driveway or road intersection where they are likely to impair sight lines of motorists, cyclists or pedestrians.
- Where they will obstruct sight lines to traffic signs, signals or direction signs or impair visibility or create a traffic hazard.
- Where pedestrian paths will be obstructed in such a way to cause people to walk in the street, or which makes passage by wheelchairs or push carts difficult.
- Where they may encroach on service infrastructure such as gas, electricity and telecommunication lines, water and sanitation services, except where root barriers have been installed; or
- Trees that are planted on Municipal land that cause damage to private property must be reported to Parks and Recreation and claims lodged with the Municipal Insurance Section for investigation.
- Existing streetlights and lighting shall be taken into consideration whilst planting is undertaken.
- Private planting is not permitted on municipality-owned or leased land without prior consultation with the relevant Manager: Operations who has the applicable delegation of power in the Parks and Recreation Section.
- The planting distance between trees must be determined by the species selected, services encountered and areas to be planted.
- Existing trees identified to be unsuitable may, after being authorised by the Director: Community Services or his/her delegated authority, be removed and replanted with a suitable species.
- In terms of the Conservation of Agricultural Resources Act, plants declared as weeds may not be planted. Plants that have been declared as invaders, must be controlled or removed.