



# CITY OF CONCORD

*New Hampshire's Main Street™*

## REPORT TO MAYOR AND CITY COUNCIL

**Date:** January 24, 2025  
**To:** Mayor and City Council  
**From:** Earle M. Chesley, P.E., General Services Director  
**Subject:** Street Tree Removal Policy Update

### **Recommendation:**

Accept this report for information.

### **Background:**

From time to time, it is appropriate to update and refine current policies. The attached updated policy is the result of a collaborative effort between the General Services Department and the Engineering Division of the Community Development Department with input from the Legal Department. The draft revised Street Tree Removal Policy is attached.

### **Discussion:**

Changes to the updated policy include:

- Better structured procedures, clearer definitions, and a more detailed framework for handling emergency situations, liabilities, and utility coordination,
- Prioritizes safety and clarifies procedures for emergency and routine tree removals, with updates to emergency removal guidelines and responsibilities,
- Provides clearer definitions for 'Routine Pruning and Removal' and 'Emergency Pruning and Removal' with more detailed guidelines on tree assessment and removal based on hazards levels

- Assigns specific roles for Tree Supervisor and Assistant Highways and Utilities Superintendent for different types of tree removal and provides a more structured notification system based on size and urgency,
- Outlines a clear notification system for tree removal, specifying methods of communication and addressing delay in emergencies, and
- Clarifies liability for hazardous trees, detailing the City's responsibilities, as well as, private property owners' liabilities.

CC Kevin Demers, Highways and Utilities Superintendent  
Paul Gendron, L.L.S., City Surveyor