Office of the Mayor
Tulsa, Oklahoma

Executive Order No. 92-06
February 20, 1992

# ESTABLISHMENT OF A TREE MANAGEMENT PROCEDURE FOR ALL CITY DEPARTMENTS IN THE CITY OF TULSA

By virtue of the power vested in me as Mayor of the City of Tulsa, it is hereby ordered:

Section 1. PURPOSE: To establish a standardized tree program throughout the City organizational structure including tree planting, maintenance activities and mature tree care.

Section 2. ORGANIZATIONS AFFECTED: All City department, trusts, and authorities.

Section 3. DUTIES AND AUTHORITY OF URBAN FORESTER: The Urban Forester of the Park and Recreation Department shall have the authority to recommend, and supervise, if requested by other departments, the planting, maintenance, protection, spraying, fertilizing, treating, pruning, and removal of trees and other activities with potential to affect trees on public and semi-public land.

Section 4. MAYOR'S URBAN FORESTRY ADVISORY COMMITTEE:

4.1 **Appointment**: The Mayor shall appoint nine (9) citizens of the city of Tulsa to be members of the Urban Forestry Advisory Committee. The assistant Director for Special Facilities of the Tulsa Park and Recreation Department, the City Urban Forester, the Deputy Director of Facilities Maintenance of the Public Works Department, the Manager of Vegetation Management in the Public Works Department and the Urban Planner in the Tulsa Development Authority shall serve as ex-officio, non-voting members of the Committee. The appointed members of the Committee shall serve without compensation.

4.2 **Duties**: The Mayor's Urban Forestry Advisory Committee shall advise the Mayor and all City Departments, Boards, Trusts, and Authorities on matters related to trees on public and semi-public property. This shall include maintenance standards, species selection, spacing, clearance, plans review, tree care, public information, budget and policy review and the Urban Forest Management Plan.

Section 5. DEFINITIONS:

5.1 **Tree**: A woody perennial plant having a well defined stem or trunk and a definite crown, which attains a mature height of at least eight feet (8').

5.2 **Park Trees**: Trees in designated public parks and all areas owned by the City or to which the public has free access as a park.

5.3 **Street Trees**: Trees within the entire width of every public way or right-of-way when any part thereof is open to use of the public, as a matter of right, for the purpose of vehicular and pedestrian traffic.

5.4 **Shrub**: A low, usually multi-stemmed, woody plant.

5.5 **Approved Standards**: The Tulsa Municipal Tree Maintenance Standards.

5.6 **Topping**: Sometimes called "dehorning", it is the severe cutting back of limbs to stubs larger than two inches in diameter within the tree's crown to such a degree so as to remove the natural canopy.

5.7 **Public Land**: Any land owned by City within the corporate limits of the City of Tulsa. Lands outside city limits may be included at the discretion of the appropriate department.

5.8 **Semi-Public Land**: Land designated public as in utility right-of-way easements, or where other municipal use has been granted.

5.9 **Person**: Every natural person, firm, partnership, or corporation.

5.10 **Urban Forester and Urban Forestry Division (UFD)**: The person(s) and division within the Tulsa Parks and Recreation Department representing the Park Board and the Urban Forestry Advisory Committee assigned to carry out the provisions set forth in this order.

5.11 **Mayor's Forestry Advisory Committee**: An appointed committee which makes recommendations to the Mayor regarding policies on tree management on city property and to assist the urban forester with developing a comprehensive urban forest plan.

5.12 **Remove and Removal**: Any intentional or unintentional act which may reasonably be expected to cause a tree to decline and die, including, but not limited to: (1) severing the trunk: (2) excessive pruning of the tree's crown, i.e. topping: (3) mechanical damage of greater than one-quarter (1/4) the circumference of a tree's bark into the cambial layers: (4) damage to the root system due to machinery and/or construction material storage.

5.13 **Nuisance**: All trees which are broken, diseased, dead, dangerous or otherwise unsafe which pose a threat to people, property or surrounding trees are hereby declared to be a nuisance.

5.14 **Major Street**: All non-residential streets.

Section 6. TREE PLANTING AND PROTECTION PROCEDURES:

6.1 Trees on public lands within the City limits shall be planted and/or maintained by the agency exercising operational control and maintenance of said lands or by their designee in accordance with approved standards.

6.1.2 Trees on or affecting the use of semi-public lands are the property and the responsibility of the current landowner from which the easement, or municipal use is granted, in the absence of other specified provisions by responsibility entails: (a) Owner is responsible for the general maintenance, at his expense, of such trees, including corrective pruning and deadwood removal, fertilizing, watering, or treatment for diseased and/or insect infestation control: removal or treatment of trees which become a nuisance: herein defined. (b) Tree pruning or removal required for the proper operation of public utilities or municipal services shall be done by or under supervision of the appropriate department or utility. All work will be done in accordance with approved standards.

6.1.3 All tree pruning on public and semi-public land will be performed by a licensed tree service company or under the supervision of a trained City employee.

6.1.4 The Tulsa UFD will promote public and private involvement in educational programs and community wide reforestation programs.

6.2 Abatement of nuisances.

6.2.1 Any nuisance, as defined in the previous section, which exists on public or semi-public land shall be reported to the appropriate department or person. Upon notification, the situation may be inspected by the Tulsa UFD and the remedy determined. The appropriate department or person shall then be notified of the necessary remedy. Said department or person shall take the necessary remedial steps to abate the nuisance.

6.2.2 In the case of a view obstruction nuisance, the appropriate department can expedite the abatement.

6.3 Protection of trees on public land from wanton, malicious or negligent harm. All City employees while performing assigned duties, shall prevent any of the following acts on public property.

6.3.1 To break, injure, mutilate, burn, kill, remove, cut or destroy any tree or shrub without authority to do so.

6.3.2 To knowingly permit any leak to exist in any gas pipe or main within the root zone of such tree or shrub.

6.3.3 To permit any toxic chemical, fuel or oils either solid or liquid, to be stored, drained, or emptied on or within the dripline of tree or shrub.

6.3.4 Attach electrical fixtures, wires, or conduit, other cables or wires, signs or any other item, except when said items are used for seasonal display, landscape illumination, or wildlife habitat shall be exempt from the provisions of this order.

6.3.5 To move any structure or object greater than 13' 6" tall along a street or thoroughfare in a manner as to damage branches or trunk of any tree.

6.3.6 To store any stone, brick, soil, or other material so as to impede the infiltration of water, air, and nutrients to the root system of any tree or shrub. Storage of materials shall be done in accordance with approved standards.

6.3.7 To remove a tree or any part of a tree larger than three inches (3") in diameter by means of dropping or free falling to the ground where sidewalks, paving or other structures may be damaged. All procedures should be done in accordance with approved standards.

6.3.8 To leave stump(s) after tree removal. Stump(s) shall be left at or below soil level.

6.3.9 To drive or park any type of motorized vehicle under tree branches except on designated streets or parking areas. Exemptions are permitted for turf management practices and for access to perform specific projects in compliance with approved standards. This provision shall not apply to the use of golf carts at the public golf courses.

6.3.10 To use climbing spurs or spiked shoes on live trees.

6.3.11 To allow branches, logs, or any other debris resulting from tree work to remain or accumulate longer than seven (7) calendar days.

Section 7. TREE SPECIES TO BE PLANTED: No species other than those on the approved list shall be planted on public property.

Section 8. TREE PLANTING: Any department, trust, authority, or landowner wanting to plant a tree on public or semi-public property shall do so under the following conditions.

8.1 The tree to be planted shall be of a species on the approved list.