Tree Planting Notification Letter

**(CONSULTANT LETTERHEAD)**

Date (dd/mm/yy)

RE: Upcoming Street Tree Planting Dear Resident:

Weather permitting, within the next few weeks, the developer of your subdivision will be installing street trees. This is outlined within the subdivision agreement with the Town of Caledon and your purchase and sales agreement. The white mark(s) on the curb outside your home will indicate the approved location(s) of the boulevard tree(s).

Street trees will be planted in accordance with the Town of Caledon approved street tree planting plan. This plan specifies details such as the location and species of the street tree(s). Please note that the tree locations may require slight adjustments due to existing street lights, underground utility conflicts, ‘sight triangles’ at intersections, proximity to stop signs, proximity to utility boxes, and driveway locations. There may at times be instances where trees are not installed or placements adjusted as a result of major conflicts.

The developer has hired a private contractor to install the street trees. There is a minimum two (2) year warranty period provided for each tree, from date of installation. Should a tree die, or becomes stressed to the point that it will not recover, the contractor is obligated to replace the tree. A representative from the Town of Caledon will inspect all the street trees before the end of the warranty period so that any dead or unhealthy trees can be identified and replaced prior to the Town of Caledon granting assumption.

Please review the following table outlining some information about your new tree(s). Please help us create a healthy urban environment and expand the Town of Caledon tree canopy cover for the benefit of all residents.

| PLEASE DO!  | PLEASE DON’T  |
| --- | --- |
| * Appreciate the trees!
* Remove grass or weeds from the base of the trees.
* Water the trees thoroughly as they establish, particularly during summer dry spells, but

respect any water bans.* Be careful not to damage the bark of the trees when mowing. Cutting the bark can

allow insects and disease to adversely affect the tree’s health.* Call the contact person noted below if trees are dead or in poor health.
 | * Pile soil or mulch around the base of the tree in a ‘volcano’ shape. Piling soil or mulch around a tree trunk may stunt its

growth and cause irreversible damage. Keep the ‘doughnut’ shaped mound as installed by the contractor.* Excessively water or water when there has been plenty of rain.
* Prune, spray or fertilize the trees.
* Remove dead trees - this will void the warranty.
* Cut surface roots, dig or tie anything to the tree that can restrict its growth.
* Modify existing tree stakes - they are helping the tree establish properly.
* Attach any ornaments or lights as the tree is establishing.
* Plant flowers directly around the base of the tree as they compete with the developing tree roots for space and

nutrients.* Install hard landscape features around trees planted on private property until after assumption is granted by the Town.
* Install hard landscape features around trees planted in the Town’s boulevard areas.
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If you have any questions, or wish to report a dead or dying tree, please contact:

# Developer Contact Name, Title

***Name of Developer***

***Phone Number and/or Email***

Thank you very much for your cooperation.