STATE OF NEW YORK
DEPARTMENT OF TRANSPORTATION

METHOD OF PERFORMING WORK

EXCAVATION NEAR TREES, PRUNING, PLANTING, TREE REMOVAL AND USE OF PESTICIDES

PART I

Major Tree Pruning

Tree pruning shall include drop crotching, side pruning, pruning through, under pruning, the removal of large branches, limbs and trunks of trees and brush clearance, but not the removal of trees. Locations and heights of new poles and aerial lines as they relate to the preservation of trees to be retained shall be approved by the Regional Traffic Engineer. All proposed work shall be reviewed, in the field, by the Regional Traffic Engineer before the permit is granted. Special Considerations listed in Part II below shall also apply.

PART II

Tree Pruning for Aerial Line Maintenance

Tree pruning for aerial line maintenance may include removal of up to 50% of the existing sucker growth. It shall not include the removal of large branches, limbs or portions of the trunks of trees, nor shall it include the removal of large branches, limbs or portions of the trunks of trees, nor shall it include the removal of trees or shrubs. Special Considerations listed below shall also apply.

Special Considerations

Primary consideration shall always be given to location of utility lines on a separate right of way or underground installations. Where separate right of way or underground installation is not possible, aerial cables, joint use of pole lines by supply and signal companies, and other installations which will avoid interference with existing or anticipated tree growth shall be utilized. Offset crossarms, racks, cable guards, tree wires, pole toprake, pole line offsets, crossovers and similar expedients shall be considered as alternative methods in lieu of pruning. Specific approval must be obtained for proposals to place guy wires where they will not interfere with mowing operations. Guy wires may not be attached to trees within the R.O.W.

VOLUNTEER GROWTH: Existing volunteer growth shall be considered the same as planted trees and shrubs. Only volunteer growth that has been designated by the Regional Traffic Engineer may be removed.

TREE TRAINING: Pruning for the purposes of controlling existing or anticipated growth that may affect overhead utility lines shall preserve the original natural tree form to the extent possible.

TREE SURGERY PRACTICE: All work shall conform to recognized good tree surgery practice and the National Arborist Association’s “Pruning Standards for Shade Trees.”

a. Work shall be done under the direction of a qualified tree surgeon.
b. Pruning shall be done by experience tree pruners.
c. Climbing irons shall not be used on trees unless the trees are being removed.
d. Pruning shall preserve the natural character and balance of the tree.
e. Pruning cuts shall be made at a parent branch or limb and outside of the branch collar. No damage shall be done to the branch collar.
f. Removal of branches by sawing shall be preceded by precutting and under-cutting where necessary to prevent stripping the bark.
g. Wounds shall be shaped, if necessary, to leave smooth edges and properly rounded shapes.
h. In cutting back a branch the cut shall be made at a crotch having another branch at least 1/3 the diameter of the cut branch.
i. Excessive pruning shall not be permitted in a single season, on thin barked trees, or during the summer months. To avoid girdling, opposite side limbs shall not be removed in a single season.
j. Tree wound paints shall not be used.

PART III

Removal of Trees

When removal of trees is required, the work shall be performed under the supervision of the Regional Traffic Engineer. The work shall consist of removing all cut wood from the right of way. Trees to be removed shall be topped unless conditions clearly permit felling without obstructing the highway or damaging surrounding vegetation, signs, fences, guide rail or other property and features.

VOLUNTEER GROWTH: Same as listed under “PART II Special Considerations”.

STUMPS: Stumps and all roots over 4" in diameter shall be cut flush with the ground except in lawn areas where stumps and roots shall be removed to at least 6" below ground level.

BACKFILL: Backfill for stump holes shall consist of material approved by and compacted to the satisfaction of the Regional Traffic Engineer. Backfill stump holes shall be seeded, fertilized and mulched with materials and by methods approved by the Regional Traffic Engineer.

**PART IV**

Use of Pesticides

Detailed work plans outlining proposed use of pesticides shall be submitted for the Regional Traffic Engineer's approval and for coordination with the Department's pesticide work plans.

Upon the expiration of the permit a report confirming that the applications were completed as planned or identifying where planned applications were not completed shall be submitted to the Regional Traffic Engineer.

**PART V**

Planting

The work shall include planting of trees, shrubs and ground covers in locations approved or designated by the Regional Traffic Engineer.

DISTANCE OF PLANTING FROM PAVEMENT: No tree planting will be permitted within the roadside clear area designated by the Regional Traffic Engineer.

DISTANCE OF PLANTING FROM GRADE CROSSING: No plantings having an ultimate height of over 2 feet will be permitted in locations where plants may obstruct sight distances at highway or railroad grade crossings. Required site distances for highway or railroad grade crossings shall be determined by the Regional Traffic Engineer. In addition to the required plans, the pre-planting field stake-out shall also be approved by the Regional Traffic Engineer wherever planting is proposed within 1000 feet of a highway or railroad grade crossing.

PRESERVATION OF HORIZONTAL AND VERTICAL SIGHT DISTANCES ALONG HIGHWAYS: No planting will be permitted at locations on horizontal or sag vertical curves where they would reduce sight distances to less than the minimum sight distance standard for the highway class.

PROTECTION OF DRAINAGE: No planting will be permitted in locations where plants would be detrimental to drainage ditches or structures.

PLANTING IN RELATION TO UTILITY LINES: No planting will be permitted where plants would interfere with existing or proposed utilities.

**PART VI**

Excavating Near Trees

The work shall be performed under the supervision of the Regional Traffic Engineer if so required. The work shall consist of excavation and/or construction involving the cutting or disturbance of tree roots. Wherever possible excavation and construction shall be avoided near the roots of trees to be preserved. When such work is approved, tunneling shall be employed where practicable and the minimum number of roots shall be cut or disturbed.

STANDARDS: All work shall conform to recognized tree surgery practice.

a. Root pruning shall be accomplished with sharp tools capable of a clean, smooth cut.

b. Roots exposed to the air during excavation operations shall be wrapped with burlap or other suitable material and kept moist until backfilled.

c. Backfill adjacent to roots shall be approved soil and shall be firmly compacted.

d. Tree crowns shall be pruned to compensate for root losses when so directed by the Regional Traffic Engineer.

**PART VII**

Special Conditions

1. This permit shall be kept at the site of the work and must be shown to anyone upon request.

2. Any work in connection with this permit which damages or interferes with the established drainage facilities on the right of way shall be repaired and restored to the satisfaction of the Regional Traffic Engineer.

3. No pavement cuts are to be left unfilled overnight except in extraordinary cases. All open trench in the highway right-of-way shall be barricaded. There shall be conspicuously displayed bright red flags not less than 24” x 24” attached to such barricades and illuminated at night with red
lanterns and bomb flares. If in the judgement of the representative of the Commissioner of Transportation, flaggers are necessary, they shall be employed by the permittee and on duty at all times during the progress of the work so as to direct traffic and maintain flares, etc.

4. Shoring shall progress with the excavation to prevent cave-ins.

5. Pavement replacement shall be as specified by the Commissioner of Transportation or his representative.

6. Any and all underground and overhead public utility facilities encountered shall not be disturbed in any manner without proper authority from the owner.

7. No construction materials or equipment shall be left on the shoulders or pavement between work hours, nor shall any construction equipment or materials be placed in any manner that will obstruct highway or railroad warning signs.

8. All disturbed areas within the ROW shall be returned to their original condition in a manner satisfactory to the Commissioner of Transportation or his representative.

9. In addition to the aforementioned special conditions, if it is deemed necessary by this Department to make changes in, or additions to these conditions, such changes shall become a part of the permit and be compiled with immediately.

ADDITIONAL SPECIAL CONDITIONS AND SKETCHES

A. Work authorized under this Permit shall be performed in the manner specified in part(s) _________________________ which are listed under Method of Performing Work.

B. Permittee will also notify the Regional Landscape Architect _________________________ prior to starting work and upon completion of work so that it may be inspected. Satisfactory compliance with the terms of the permit as well as the inspection and approval of the work authorized is a prerequisite to the issuance of subsequent permits.

C. Duration of permit (not to exceed six months) ____________________________