



PUBLIC WORKS DEPARTMENT • SERVICE DES TRAVAUX PUBLICS

Parks & Open Space Division • Division des parcs et des espaces ouverts

LIGHTS IN TREES GUIDELINES

All proposals to install lights in public trees must be submitted to the City Forester, or designate, prior to any work taking place, via an agreement found at the following link:

<http://www.winnipeg.ca/publicworks/Forestry/documents/Agreement%20for%20Contractors%20April%202012.pdf>

Alternatively a Forestry Information Request may be submitted to the Urban Forestry Branch via 311.

The installation of the lights and their maintenance are to be contracted to a professional company who specializes in this work and as outlined in said agreement.

The City shall not be responsible for the installation, maintenance and integrity of the lighting.

The following guidelines apply to the installation of lights in public trees with two options described below:

a) strings of lights in tree canopies – only on a temporary basis. Intended primarily for lighting over the winter or holiday season:

- Power supply must be acceptable from Manitoba Hydro's perspective and originate from an overhead source.
- Lighting must be LED.
- The lights must be draped in the tree without the use of plastic ties, nails, staples, or any other device that might compromise the health of the tree.
- Light strings must not drape lower than 10 ft from grade, to ensure it is not reachable for vandalism.
- Caution must be taken in order to prevent damage and breakage to the twigs and branches when installing and removing lights.
- The strings of lights may be installed in September and must be removed by February 28th each year.
- If City of Winnipeg crews or its contractors prune these trees or if these trees have to be removed during the time the lights are in the trees, the City of Winnipeg and its contractors performing this work shall not be responsible for damage to or for replacing the lights.

b) rope lights or strings of lights on main tree structure – may be in place year-round with required regular maintenance:

- Lighting must be LED.

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- Lighting must be placed no lower than 10' to grade, to ensure sufficient overhead clearance for purposes of safety and vandalism.
- Lighting can be wrapped around the main stem(s) (above 10' from grade) and into main limbs, with the exception of limbs smaller than 4 inches in diameter to prevent light placement into the finer canopy area.
- A maintenance contract is required with the installers or other professional company whereby they will unravel and re-wrap each tree annually in order to allow for stem expansion. Every precaution will be taken to ensure the health and continuous growth of the trees.
- In the event City crews or contractors must remove a tree, the City will make every attempt to notify the party responsible for the installation and maintenance of the lighting in order for that party to have their contractor remove the lighting at their cost. If urgent work (i.e. pruning or removal) is required to be performed on these trees, the City crews or City contractors performing this work shall not be responsible for damage to the lights or for replacing the lights.