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Template: Tree Planting Plan

Growing Canada's Community Canopies

September 2024

Please include the following information when filling out this template:

PROJECT WORKING TITLE:

PARTICIPATING ORGANIZATIONS:

CREATED BY:

REVIEWED BY:

USING THIS TEMPLATE

This template will guide you through the process of developing a plan for your next tree planting project. Use the questions in each section as a reference for the information you will need to ensure a comprehensive, well-thought-out plan for planting trees in your community.

The template can assist you in preparing an application for the [Growing Canada's Community Canopies tree planting offer](#). Note that some of the questions in this template are repeated in the full application form for the tree planting offer. You may copy-paste your responses if using this template to supplement your application.

If you do not yet have details for a particular section, include the methodology being used. This might include information on the personnel carrying out that portion of the project (such as plans for new hiring), a resource that outlines best practices or established guidelines, or software or other tools you are using to complete a given aspect of the project.

In the "Species selection" section, for example, you might provide a list of climate-resilient or native trees recommended for your region by your municipality or province/territory rather than the specific quantity and location of each species you will plant, if that information is not yet available.

To provide background, we encourage you to reference existing documents that describe sections of your planting plan. Please attach any documents or embed links along with this template when cited.

Planting plans should be prepared and/or reviewed by a professional with urban tree or forestry training such as an arborist, forester, biologist, ecologist, landscape architect or horticulturalist.

About the planting project

In this section, describe your planting project. Include high-level information about your objectives:

- how many trees you will plant
- what neighbourhoods or areas in your community you will plant in
- who will benefit
- what you hope to achieve.

Where possible, highlight the anticipated benefits of your project. These might include community health and well-being, socioeconomic benefits, climate change resilience, biodiversity and ecosystem health or other environmental benefits.

Recommended minimum word count: 150 words.

Site information

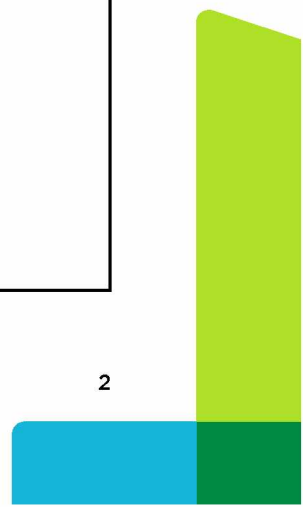
Site selection

In this section, describe your proposed planting site(s) or your methodology for determining the site(s). Describe how the chosen site(s) help to advance your objectives.

This might include information on the following:

- Location and current land use
- Type of planting project (e.g., street/boulevard, park, afforestation, reforestation)
- How planting sites will be distributed equitably based on urban heat mapping, canopy cover assessments or other determinants of need
- Site ownership (public or private, including the specific institution type)
- How the site has been used historically, including previous land use or cultural significance

Recommended minimum word count: 250 words.



Site analysis

In this section, describe the characteristics of your proposed planting site(s) or your methodology for determining the characteristics of the site(s). Describe how the site(s) chosen will support long-term tree growth and advance your objectives.

This should include information on the following:

- Soil conditions (e.g., depth, texture, nutrient capacity, compaction, moisture and drainage)
- Growing conditions (e.g., sunlight exposure and water availability)
- Overhead and underground restrictions (e.g., rooting and growing space for planted trees)
- Winter impacts (e.g., salt spray, wind exposure, snow removal)
- Other environmental factors (e.g., pollution, extreme temperatures)

Recommended minimum word count: 250 words.

Soil and site preparation techniques

Describe the approaches you will take (or have already taken) to prepare the site(s) for planting based on the factors that you identified previously. Describe how you will ensure that each site provides adequate conditions for plant growth and survival.

Include the techniques you will use to amend or improve soil structure and how you will address limitations imposed by existing infrastructure (e.g., buildings, overhead wires, pavement, etc.).

For more information on preparing sites for planting, consult our factsheet on [site selection and preparation](#).

Recommended minimum word count: 250 words.

Planting information

Species selection

In this section, describe what species you will include in your planting project. Explain the rationale for selecting these species.

Consideration for species selection might include:

- Alignment with project objectives
- Suitability (how the species selected match site conditions)
- Composition (total number of each species planted)
- Resilience to climate change
- Disease/pest tolerance
- Contributions to biodiversity or native species targets
- Size at maturity
- Local regulations compliance
- Additional rationale (elaborate on additional considerations)

Where present, include local or provincial/territorial guidance regarding species selection, including themes such as native or climate-resilient species.

Recommended minimum word count: 150 words.

Stock selection

Describe how you will obtain the tree stock for your planting project. This includes:

- Identifying nurseries and growers who will provide the species and quantity of trees required.
- Identifying the size of the trees required for your project (e.g., seedlings, small and large calipers, etc.).
- Describe any additional factors you will consider to ensure the quality of the stock.

For more information on selecting quality stock for your planting project, consult our factsheet on [tree stock selection](#).

Recommended minimum word count: 150 words.

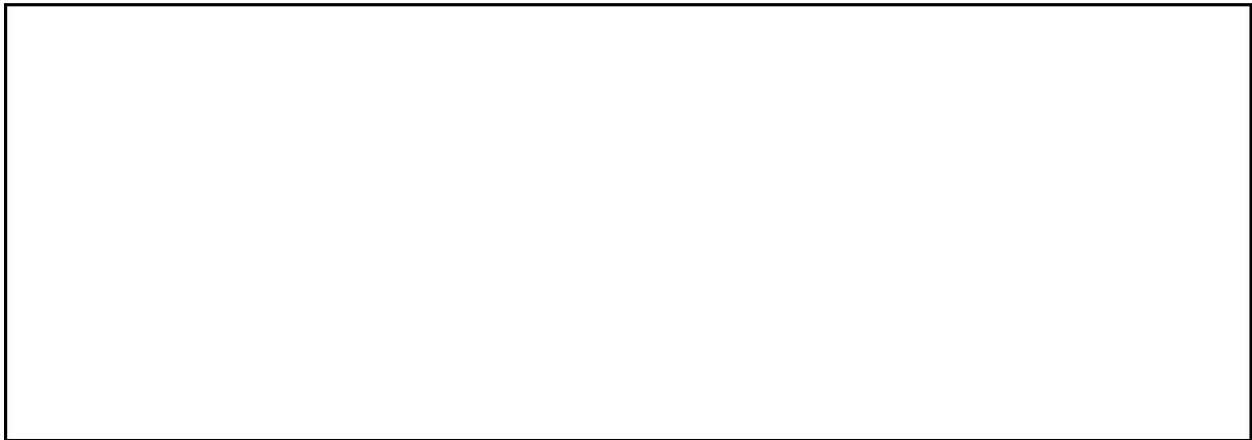
Planting design

Describe and/or provide a schematic¹ showing how and where your trees will be planted. The level of detail will vary depending on the type of planting project.

- **Reforestation or afforestation (e.g., restoration or riparian planting):** tree spacing and layout schematics and descriptions.
- **Park planting²:** maps and tree planting guidelines (e.g., schematics for best practices, computer-aided design drawings, etc.)
- **Street/boulevard plantings:** detailed designs including planting location and how tree pits³ will be designed to allow for proper root development.

Include details on the timing of planting operations, equipment used for planting and who will complete the planting (e.g., staff or volunteers).

Recommended minimum word count: 150 words. Include images directly in the document or as attachments.



Planting techniques

In this section, please include any other details needed to carry out your planting plan. Document the planting procedures you will follow, including:

- Hole size and depth of planting
- Root ball preparation
- Backfilling procedures
- Tree protection measures
- Mulching

¹ For examples of site plans, review the [Trees Forever factsheet](#) on developing a planting project. The City of Portland's [Urban Forestry Street Tree Planting Standards](#) also include examples of tree spacing diagrams and other schematics.

² Park planting includes projects occurring in parks, schools, hospitals or other open green space projects.

³ Examples of tree pit design diagrams are included in Schedule B of the [City of Guelph Tree Technical Manual](#) and also available from the [University of Florida](#).

- Staking

For more information on planting techniques, consult our factsheet on [the tree planting process](#).

Recommended minimum word count: 250 words.

Post-planting maintenance and monitoring should also be considered when documenting how you will carry out your planting project. These details can be included in your planting plan or provided as separate plans for post-planting maintenance and monitoring.

For more information on post-planting maintenance, consult our factsheet on [tree maintenance](#).

This resource was created in partnership by Tree Canada and FCM's Green Municipal Fund for the Growing Canada's Community Canopies initiative, which is delivered by the Federation of Canadian Municipalities and funded by the Government of Canada.

