

City of Warrenville

PARKWAY TREE PLANTING POLICY

New Parkway Tree Requests:

- Property owner is responsible for 100% of tree purchase cost
- City is responsible for cost of ordering, planting, maintaining, and removing trees, as necessary.
- One tree per year per property based on parkway conditions.
- Maximum number of City Wide requests for new trees – fifty (50) annually
- One application cycle annually
- Applications to be evaluated by City staff using the Arboriculture and Open Space Manual as basis for approval or denial
- The list of types of trees to be offered should be extensive enough to maintain diversity throughout the City
- Publicity about the program should include an explanation of the benefits of buying a nursery-grown and guaranteed tree, i.e., it is properly limbed up, etc. It should also be made clear that the resident will be paying for the tree itself, and the City will be paying for planting and pruning. Public information should include the City's standard for parkway trees (pruning height, etc), so that residents will know what to expect. If the City decides to provide training for the maintenance crew, this should also be part of the public information.
- A note should be left with each resident after the tree is planted, explaining the resident's responsibility (watering, mulching). (A sample door hanger is attached.)

Replacement Parkway Trees

- Property owner responsible for 100% of tree purchase cost
- City responsible for cost of ordering, planting, maintaining, and removing tree, as necessary.
- Replacement to be evaluated by City staff using the Arboriculture and Open Space Manual as the basis for approval or denial

Unique Circumstances: City responsible for replacement cost in specific situations:

- Invasive species or disease (ie: Ash Trees/Emerald Ash Borer) that devastates a particular tree species prevalent in certain geographic areas within the City
- Trees removed due to City construction projects based on City staff evaluation using the Arboriculture and Open Space Manual for guidance
- The new policy would exclude City maintenance of trees that are not in compliance with the City's recommended planting list for parkway trees. In addition, the City will not maintain shrub(s) or perennials planted in the City right-of-way.
- Trees damaged by motor vehicle accidents or vandalism to degree that in the opinion of City staff the tree requires replacement



APPLICATION FOR SHARED COST PARKWAY TREE PROGRAM

A Great Way to Add to the Beauty of your Home and Enhance Property Values in the Community.

Warrenville's Shared Cost Parkway Tree Program is underway! This program gives property owners the opportunity to purchase a parkway tree. **ALL PARKWAY TREES MUST BE PURCHASED THROUGH THE CITY.** No other plantings will be allowed in the City-owned parkway (generally from sidewalk/property line to edge of the road*) without express written approval of the City. Any plantings in City-owned parkway without City approval are illegal and subject to enforcement action. The City will order, deliver, and plant the tree at no cost to the resident. The City will own and prune the tree as needed so it will mature with a high canopy that is appropriate for a parkway tree. Residents will be responsible for watering the tree during the first two years. Residents may purchase one tree per year.

The process for residents to participate in this program is as follows:

- Indicate the type of tree and the total cost in the table below.
- Enter name, address, phone numbers, sign, and date this application.
- Mark the parkway with paint or a stake to indicate the desired planting location.
- The City will inspect the parkway location to determine if it is acceptable for the type of tree requested.
- The resident will be notified of the result of the inspection.
- If the parkway location is acceptable, the resident will pay the cost for the tree and the City will place an order/put on hold the species of tree requested.
- Planting will occur in September or October.
- Orders must be received prior to August 31 for September/October planting.
- Payment is required after parkway location approval. Make checks payable to City of Warrenville.
- Application forms and checks may be dropped off or mailed to Warrenville City Hall, 28W701 Stafford Place, Warrenville, IL 60555. (Cash or credit card payments MUST be made in person).

All trees will be approximately two inches in diameter. Trees available each year and costs will be listed on a separate sheet made available at the Community Development Department, 3S285 Manning Avenue annually. Trees are sold at nursery costs with no markup on the part of the City. Orders will be filled on a first come, first served basis.

*Direct questions to the Community Development Department, (630) 393-9050.

Name		
Address		
Phone Numbers		
Signature		Date:
	TYPE OF TREE	Cost
1 st choice		\$
2 nd choice:		\$
3 rd choice:		\$

FOR OFFICE USE ONLY:		
Amount Paid: _____	Date: _____	Received by: _____
Inspection: <input type="checkbox"/> Approved <input type="checkbox"/> Denied By: _____ Date _____		
The City will leave a card at the door on the day of planting. This card will give the owner specific instructions regarding watering, mulching, etc., and will list the species that was planted.		
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