



A PLACE TO DISCOVER™

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RESIDENT PARKWAY TREE PLANTING PERMIT APPLICATION

To promote a healthy and sustainable tree canopy, the purpose of this application is to ensure proper species selection, spacing requirements, and planting standards adopted by the Village are followed by residents planting trees in the parkway adjacent to their property. This permit is for use by residents of Winfield only, and it is the responsibility of the resident to ensure a permit is attained prior to planting. Planting sites will be inspected prior to and after planting. The Village reserves the right to refuse any application for parkway planting, and trees planted in the parkway without prior approval are subject to removal. All permits must conform to the standards included with this permit application for approval. If planting work is to be done by a contractor, all applicable local, state, and federal laws, regulations, and standards will be adhered to.

Name: _____ Address: _____

Home Phone: _____ Cell Phone: _____

Email address: _____

Proposed species of tree to be planted: _____

Please describe the planting location (including distances and direction from other trees, utilities, markers, etc.)

Signature: _____ Date: ____/____/____

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Date inspected: ____/____/____ Site inspected by: _____

Village species requirement met? ☐ Yes ☐ No Village spacing requirements met? ☐ Yes ☐ No

Permit application status: ☐ Approved ☐ Not Approved

If not approved, why? _____

Parkway Tree and Planting Standards

TREE STANDARDS

1. All trees planted in the parkway will confirm to the following quality controls:
 - a. Applicable trees allowed to be planted in the parkway are given below in Table 1. Any variation from this list requires the approval of Village staff. Species present in Table 2 are prohibited from planting in the parkway, and applications naming these species to be planted will not be approved.
 - b. Trees shall be planted in parkways at least four feet (4') wide. The spacing between trees shall not be less than forty feet (40'). At street corners, trees shall be located at least thirty feet (30') from the intersection of the street right of way provided. In addition, trees planted should avoid all above ground utilities, light poles, etc. as best as possible.
 - c. Planting stock will be free of insect and disease problems.
 - d. Trees with known incompatible grafts shall not be used.
 - e. Containerized stock, called and burlapped trees and transplanted trees will have a minimum of 1.5 inch caliper and a maximum of 3.5 inch caliper and will meet or exceed American Standards for Nursery Stock.
 - f. All excessive soils above root flare including excessive soil packed above the root flare must be removed before or during planting.

PLANTING STANDARDS

2. The following planting techniques must be followed when planting parkway trees:
 - a. Before any ground is broken, Contractor or resident must call JULIE (Joint Utility Locating Information for Excavators) or other appropriate utility locators to determine the existence of underground utilities.
 - b. Trees shall be planted with the root flare at grade for all areas.
 - c. The original soil, unless it lacks the basic properties necessary to grow plants, shall be used instead of amendments.
 - d. Nylon, ropes, and nylon-based burlap shall be removed prior to planting.
 - e. Non-nylon based burlap and wire baskets shall be removed from the top two-thirds of the planting hole. Once the tree planting is complete, exposed burlap or ropes will be considered as unacceptable.
 - f. Trees shall be watered after planting to eliminate air pockets.
 - g. Trees should have a donut shaped mulch ring placed around them no higher than four inches.
 - h. Watering of parkway trees should occur once every seven to ten days if no soaking rain has occurred within this time frame. Excessive watering can harm and even kill parkway trees.

TABLE 1: RECOMMENDED TREE SPECIES

Botanic Names	Common Names
Abies concolor	White fir
Acer	Maple: fairview, Norway, Schwedler, sugar hybrids, crimson king
Amelanchier x grandiflora	Apple serviceberry
Carya	Hickory: shagbark, pignut, black, pale, water, bitternut
Catalpa	Catalpa
Celtis	Hackberry
Cercis	Redbud, whitebud - tree form only
Ginkgo biloba	Maidenhair
Gleditsia	Honey locust: imperial, skyline, shademaster or equivalent hybrid
Gymnocladus	Kentucky coffee tree
Juglans	Walnut
Liriodendron	Tulip tree
Malus	Crabapple; disease resistant variety, tree form only
Ostrya	Ironwood
Picea	Blue spruce, Norway spruce
Pinus	Austrian pine, red pine, white pine
Pyrus	Pear: redspire, chanticleer or equivalent hybrid
Quercus	Oak: white, swamp, burr, red, English
Syringa reticulata	Japanese lilac tree
Tilia	Linden (basswood): Redmond, little leaf, greenspire or equivalent hybrid

TABLE 2: NONRECOMMENDED TREE SPECIES

Botanic Names	Common Names
<i>Acer negundo</i>	Box elder (ashleaf maple)
<i>Acer saccharinum</i>	Silver maple
<i>Ailanthus altissima</i>	Tree of heaven (Chinese sumac)
<i>Cornus racemosa</i>	Grey dogwood
<i>Elaeagnus angustifolia</i>	Russian olive
<i>Ginkgo biloba</i>	Female ginkgo
<i>Fraxinus</i>	Ash: green, white, autumn purple or equivalent hybrid
<i>Morus</i>	Mulberry
<i>Platanus occidentalis</i>	American sycamore (buttonwood)
<i>Populus</i>	Poplars: white (silver), cottonwood (except cottonless cottonwood)
<i>Rhamnus</i>	Buckthorn: common, glossy
<i>Robinia pseudoacacia</i>	Black locust
<i>Salix</i>	Willows: weeping
<i>Ulmus parvifolia</i>	Chinese elm (lacebark elm)
<i>Ulmus pumila</i>	Siberian elm

(Ord. 2010-04-07, 4-1-2010)