



RESIDENTIAL STREET TREE PROGRAM APPLICATION

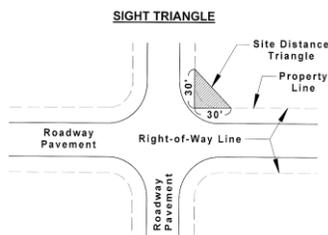
Property Owner		Date	
Address of Property			
Address of Property Owner if different than above			
Email Address			
Daytime Phone		Evening Phone	

Please Note! If there are existing trees in the right of way that need removal, the owner must call the City at 636-207-2382 to request that the trees be inspected for removal BEFORE filling out this application! Only dead, diseased, hazardous, or those trees susceptible to Emerald Ash Borer will be considered for removal.

SPACE REQUIREMENTS

The Owner MUST be certain that adequate space exists before submitting an application. All trees must be planted in an acceptable space; therefore, the following space requirements must be met:

1. The planting area, typically the grass area between the street and the sidewalk, must be a minimum of five (5) feet wide.
2. Trees shall not be planted closer than three (3) feet to any curb.
3. Trees shall not be planted within twenty-five (25) feet of street lights.
4. Trees shall not be planted within ten (10) feet of street inlets or manholes.
5. Trees shall not be planted within thirty (30) feet of an existing tree.
6. No trees shall be planted directly underneath overhead utility lines.
7. No trees shall be planted within the sight distance triangle at an intersection that has bottom branches lower than seven (8) feet above the elevation of the adjacent pavement (see below).



I/we have reviewed the aforementioned space requirements, and have determined that the space is appropriately sized, and understand the City will review and make the final determination.

Tree Selection

As part of this tree planting program all street trees will be selected by the Urban Forester to ensure a diverse mix of species and avoid overplanting of any one tree in a certain area. If you would like to choose and plant a specific species at your expense you are allowed to do so as long as it is not a forbidden species as indicated on our Recommended Street Tree List.

The species currently not allowed to be planted in City right-of-way include Bradford pear, sweetgum, ash, pin oak, all maples and all evergreens.

I/we have read, and fully understand, the City of Ballwin Residential Street Tree Program Policy and Procedures, and agree to provide proper tree care as detailed in the accompanying materials.

Signature(s):		Date	

INSTRUCTIONS:

1. Complete the application.
2. Submit payment to the City of Ballwin in the amount of \$100 per tree. If it is determined that a tree cannot be planted in the available space, the payment will be returned to you.
3. Mail completed application, and payment before August 31st. Planting will occur November 1 – December 31) to:

**City of Ballwin
Residential Street Tree Program
c/o Will Rein, Urban Forester
14811 Manchester Road
Ballwin, MO 63011**

4. Applications for street tree planting will be assigned for planting on a first-come, first-serve basis based on the date the application is received and dependent on funds budgeted for street tree planting each year. Applications for fall planting may be submitted beginning the first Monday in February of each calendar year.

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OFFICE USE ONLY

**DEPARTMENT OF PARKS & RECREATION
PHONE: 636-227-8950**