

TOWN OF MUNSTER
50/50 RESIDENTIAL TREE REPLACEMENT PROGRAM

PROCEDURES AND REQUIREMENTS

An application must be filled out and returned to the Public Works Office at 508 Fisher Street or it can be FAXED to 836-8379 or you can visit the Town's website at www.munster.org to print an application. In order to receive reimbursement under this program, the application must be approved BEFORE the purchase of the tree(s). This is a residential program not for businesses.

An Inspection of the requested location(s) will be made to determine its priority and appropriateness. One (1) or (2) trees may be requested for reimbursement but more than six (6) trees in the parkway. All trees must be placed on public property, in the parkway, in order to qualify for the program with a 2-tree maximum for reimbursement.

Once approved, the applicant should then visit a local nursery and purchase the tree(s) specified on the application 1 1/2" diameter or larger, from the list provided of trees that are acceptable for parkways. The list of species is prepared to minimize sewer problems and to promote healthy, low maintenance, hardy trees which can survive our air pollution problems and climate. The applicant must obtain in writing, a one-year guarantee from the nursery for 100% replacement for one (1) year from the date of purchase.

The applicant should then pay the full amount of the invoice and plant the tree or have the tree planted by the nursery. The Town prefers the nursery plant the tree to ensure proper planting, if the resident plants the tree, the one (1) year guarantee *may* be voided. Please check first with your nursery.

Once the tree has been planted and paid in full, the resident should bring in or send to the Public Works Department the paid invoice and a copy of the one (1) year guarantee. The invoice should be detailed as to what kind of tree has been planted and the amount for each tree, delivery and planting, plus the receipt must show the invoice has been paid in full. A charge card receipt is not acceptable.

The Town will then inspect to certify the following:

1. the tree was planted
2. the species selected was one of those listed as acceptable
3. the tree is 1 inch diameter or larger
4. the tree is planted in the approved location(s)

Once the town inspects the parkway and certifies the four (4) requirements have been met, the resident will be reimbursed for 50% of the cost of the tree, including planting and delivery, up to a maximum of \$125 per tree with a (2) tree maximum of \$250. The resident will receive a check in the mail four to six weeks after the inspection has been performed.

APPLICATION FOR TOWN OF MUNSTER
TREE REPLACEMENT PROGRAM

Name _____

Address _____

Daytime Phone Number _____

Number of Trees _____

Type of Species _____

Describe or draw location of tree(s) to be planted

OFFICE USE

_____ Approved

_____ Disapproved

Signed _____

Date _____

NORTHWEST INDIANA STREET TREE SPECIES LIST

The following tables shall constitute the recommended Street Tree Species for northwest Indiana communities. These are the tree species with growth characteristics that do well on urban sites. All trees are suited for USDA cold hardiness Zone 5. The tables also include specifications for the minimum distances to be maintained between trees and other infrastructure when planting new trees within the public way. Native tree species are indicated in bold.

TABLE 1

SMALL TREE SPECIES FOR SMALL SPACES

Small trees are defined as those trees attaining a height of twenty (20) to thirty (30) feet at maturity.

DISTANCE FROM INFRASTRUCTURE:

- Plant no closer than two feet from street, sidewalk, or curb.
- Minimum grow space of four feet of tree lawn.
- Small trees to be planted under overhead utility lines.
- Do not plant within five feet of any underground utility (phone, sewer, water, cable, electric).
- Do not plant within ten feet of any utility pole or fire hydrant.
- Do not plant within three feet of a parking area unless vehicle wheel stops are provided.
- Trees should not be planted where traffic line-of-sight is compromised at intersections.
Tree pruning may be required as the tree matures to maintain adequate street and sidewalk clearance.

MINIMUM SIZE

Trees planted in the public street tree lawn must be a minimum one and one-half inch (1 1/2) diameter caliper. (Caliper is measured six inches above ground level.)

| <u>COMMON NAME</u> | <u>SCIENTIFIC NAME</u> | <u>RECOMMENDED CULTIVARS</u> |
|-----------------------------|--|--|
| | <i>Acer ginnala</i> | |
| Shadowblow Serviceberry | <i>Amelanchier canadensis</i> | |
| Apple Serviceberry hybrids | <i>Amelanchier x graodiflora</i> | 'Princess Diana', 'Autumn Brilliance' |
| Allegheny Serviceberry | <i>Amelanchier laevis</i> | |
| American Hornbeam | <i>Carpinus caroliniana</i> | |
| Eastern Redbud | <i>Cercis canadensis</i> | (use single-trunk tree form on streets) |
| Flowering Dogwood | <i>Cornus Oorida</i> | (plant only on sheltered sites. tree form) |
| Kousa Dogwood | <i>Comus kousa chinensis</i> | |
| Thornless Cockspur Hawthorn | <i>Crataegus crus-galli 'Inermis'</i> | |
| Washington Hawthorn | <i>Crataegus phaenopyrum</i> | (only where thorns not problematic) |
| Winter King Hawthorn | <i>Crataegus viridis 'Winter King'</i> | |
| Rose of Sharon | <i>Hibiscus syriacus</i> | (a shrub, but tree form is available) |
| Royal Star Magnolia | <i>Magnolia stellata 'Royal Star'</i> | (a shrub, but tree form is available) |
| Dr. Merrill Magnolia | <i>Magnolia x loebneri</i> | 'Merrill', or 'Leonard Messel' |
| Flowering Crabapple | <i>Matus cv..</i> | (Choose disease resistant only) |
| Japanese Tree Lilac | <i>Syringa reticulata</i> | 'Ivory Silk' |

TABLE 2

MEDIUM TREE SPECIES FOR MEDIUM SPACES

Medium trees are defined as those trees attaining a height of thirty (30) feet to forty-five (45) feet at maturity.

DISTANCE FROM INFRASTRUCTURE:

- Plant no closer than three feet from street, sidewalk, or curb.
- Minimum grow space of five to six feet of tree lawn.
- Do not plant under or within ten lateral feet of any overhead utility lines.
- Do not plant within five feet of any underground utility (phone, sewer, water, cable, electric).
- Do not plant within ten feet of any utility pole or fire hydrant.
- Do not plant within three feet of a parking area unless vehicle wheel stops are provided.
- Trees should not be planted where traffic line-of-sight is compromised at intersections.

MINIMUM SIZE

Trees planted in the public street tree lawn must be a minimum one and three-quarters (1 3/4) diameter caliper. (Tree diameter is measured six inches above ground level.)

| <u>COMMON NAME</u> | <u>SCIENTIFIC NAME</u> | <u>RECOMMENDED CULTIVARS</u> |
|------------------------------|----------------------------|------------------------------|
| Autumn Flame Red Maple | Acer campestre | |
| River Birch | Acer rubrum | 'Autumn Flame' |
| Whitespire Birch | Betula nigra | (relatively short lived) |
| European Hornbeam | Bitola platyphlla japonica | 'Whitespire' |
| American Hornbeam/Blue Beech | Carinas bet ulus | 'Fastigata' |
| Katsura Tree | Carpinus caroliniaoa | |
| Yellowwood | Cercidiphyllum japonicum | |
| Turkish Filbert | Cladrastis lutea | |
| Golden Raintree" | Corylus columa | |
| American Hopborage | Koelreuteria paniculata | |
| | Ostrya virginiana | |

NO LONGER ALLOWED: Species is now considered invasive.

| | | |
|------------------------|------------------|---|
| Flowering Callery Pear | Pyrus calleryana | 'Aristocrat', 'Chanticleer', 'Cleveland Select' |
|------------------------|------------------|---|

Note: Norway Maple, while an attractive and hardy urban tree, is now considered invasive because its species regenerates prolifically through heavy seed drops.

*Golden Raintree should come from northern seed sources and nurseries. Extreme cold may damage the tree.

Indiana DNR, Division of Forestry, Community & Urban Forestry

MINIMUM STANDARDS FOR TREE PLANTING

The following are minimum standards for trees planted as a part of the C&UF Grant program. These standards are based on *American National Standards Institute (ANSI A-300) 2005 Transplanting*, which are supported by the International Society of Arboriculture. Where local ordinances or guidelines require more stringent standards, the local standard must be followed.

SPECIES SELECTION

1. A qualified professional will do site and species selection.
2. Species will be selected to fit the planting sites, taking into consideration soils, and rooting space, overhead space, adjacent utilities and buildings, drainage, pollution problems, and other site conditions.
3. All species will be appropriate for hardiness zone appropriate to your area based on the USDA Plant Hardiness Zone Map. Link to it: <http://www.usna.usda.gov/Hardzone/hzm-ne1.html>
4. All trees used will be true to name. Size and grading standards will conform to the American Standard for Nursery Stock as established by the American Nurserymen's Association. Link to it: <http://agri.nv.gov/Brochures/ANLStandard2004.pdf>
5. All precautions necessary will be taken to protect the trees during shipping and storage.

SITE SELECTION

1. No tree will be planted in an area with less than four feet of rooting space.
2. Trees will not be planted within 30 feet of an intersection or 15 feet of driveways and alleys.
3. Trees will not be planted within 10 ft. of utility poles or fire hydrants.
4. Large street trees (mature height greater than 40 ft.) should be planted a minimum of 45 ft. apart.
5. Medium street trees (mature height between 25 ft. and 40 ft.) should be planted a minimum of 30 ft. apart.
6. Small street trees (mature height less than 25 ft.) should be planted a minimum of 20 feet apart.
7. Only trees with mature heights of less than 25 feet can be planted under or within 20 feet of overhead power lines with any urban forestry grant. *Contact your local utility provider for their recommendations regarding planting under power lines.*

PLANTING STANDARDS-SEE DIAGRAM

The project coordinator will be on site to supervise all trees planting. The following criteria will be used as a minimum in carrying out and inspecting the projects.

1. Holes dug for planting trees will be a minimum of 12 inches larger than the diameter of the root system or root ball. A hole twice the diameter of the root ball is recommended. It is usually better to dig holes more shallow and wide than deep.
2. . Trees will be planted at ground level with the trunk flare clearly visible at ground level. This may mean removing some of the soil on top of the root ball. In poorly drained sites, the flare can be two inches above grade.
3. Strings and twine will be removed from trunk of tree and burlap will be rolled down into hole. The top half of the wire basket will be cut off.
4. . Backfill with existing soil if suitable. Use amendments only if needed in extremely poor soil.
5. Trunk wrap is not necessary. However it may be used when sensitive species are exposed to direct sun. Remove wrap after first growing season.
6. Two to three inches of bark mulch will be applied around the tree in a circle at least three feet in diameter. Mulch must be pulled back from the trunk.
7. Dead, damaged or poorly located branches will be removed using proper pruning techniques.
8. Bare root trees, and balled and burlap trees in exposed, windy areas, will be staked, or guyed to keep them upright. Use commonly accepted staking techniques.
9. Trees will be watered with water spread evenly over the hole. The root ball and backfill will maintain a moist level but not saturated. Water to supplement natural rainfall.

TREE MAINTENANCE

1. Trees should be maintained for a minimum of three years to insure survival. Trees will be inspected every six months to evaluate general health and disease and insect problems.
2. Treat disease and insect problems as needed to maintain tree health.
3. Water during growing season as needed. Supplement rainfall during the growing season watering 1/1/2 gallon per inch of tree diameter in cool climates to 3 gallons in warmer climates daily for 1 – 2 weeks; every other day for 2 months; and then weekly until established. Irrigation can cease after leaf drop in the fall.
4. Trees will be pruned as needed to remove dead, damaged or poorly located limbs using accepted practices.
5. Trees will be fertilized after the first year of planting as needed.

TREE PLANTING GUIDELINES FOR DNR, DIVISION OF FORESTRY GRANTS

IDNR, DIVISION OF FORESTRY COMMUNITY & URBAN FORESTRY TREE PLANTING SPECIFICATIONS RECOMMENDED BY THE INTERNATIONAL SOCIETY OF ARBORICULTURE

Tree Planting Guidelines For Balled - Burlapped

Limit pruning at time of planting. Prune only crossover limbs, co-dominant leaders, and broken or dead branches.

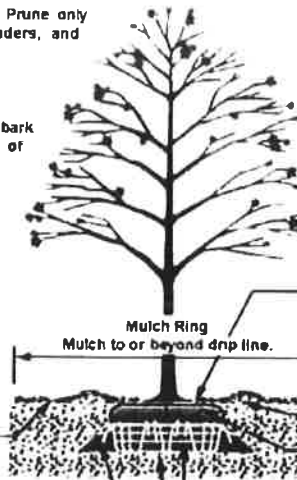
Stake trees only if in a windy site.

Wrap tree trunks only if it is a thin bark species. Remove wraps at end of winter.

If possible - mark the north side of the tree in the nursery, and rotate tree to face north at the site when ever possible.

In wet or slowly draining areas - position the (flare) 1-2 inches above grade.

2 in. mulch. Do not place mulch in contact with tree trunk. Maintain the mulch weed-free for a minimum of three years after planting.



For containerized or bagged stock, cut the container or bag, remove the bottom, place tree in hole, and then remove the rest of the container or bag. Then proceed with these instructions.



American National Standards Institute (ANSI) A300 (Part 6): 2005 Transplanting for Tree Care Operations - Tree, Shrub, and other Woody Plant Maintenance - Standard Practices (Transplanting)

For information regarding these standards or questions for planting other types of stock, please call: Urban Forestry at 317-591-1170 or email urbanforestry@dnr.IN.gov

TABLE 4

UNDESIREABLE TREE SPECIES FOR STREET TREES

These trees shall not be planted along public streets. Undesirable characteristics are listed. Evergreens are acceptable on public sites only where visibility is not a problem.

| <u>COMMON NAME</u> | <u>SCIENTIFIC NAME</u> | <u>PROBLEMS</u> |
|-----------------------------|-------------------------|-------------------------------------|
| Fir | Abies sp. | visibility obstruction |
| Boxelder | Acer negundo | weak wood, poor form, invasive seed |
| Silver Maple | Acer saccharinum | weak wood, poor form |
| Norway Maple | Acer platanoides | invasive seed |
| Tree of Heaven | Ailanthus altissima | invasive seed, weak wood |
| White Paper Birch | Betula papyrifera | borer insects, short lived |
| Catalpa | Catalpa speciosa | messy fruit |
| Persimmon | Diospyros virginiana | messy fruit |
| Russian Olive | Eleagnus angustifolia | disease prone |
| Ash, White and Green | Fraxinus sp. | Emerald Ash borer prone |
| Black Walnut, Butternut | Juglans sp. | messy fruit, alleotrophy |
| Juniper | Juniper sp. | visibility obstruction |
| Tulip Poplar | Liriodendron tulipifera | weak wood |
| Common Crabapple | Malus sp. (unimproved) | messy fruit, disease prone |
| Osage Orange | Maclura pomifera | messy fruit |
| White Mulberry | Morus alba | messy fruit, somewhat invasive |
| Spruce | Picea sp. | visibility problems |
| Pine | Pinus sp. | visibility problems |
| Cottonwood | Populus deltoides | weak wood, messy seed |
| Lombardy Poplar | Populus sp. 'Lombardy' | canker disease, weak wood |
| Aspen | Populus tremuloides | weak wood |
| Common Cherry, Black Cherry | Prunus sp. | messy fruit, insect problems |
| Black Locust | Robinia psuedoacacia | cankers, borers, breakage prone |
| Willow | Salix sp. | weak wood, invasive roots, messy |
| Mountain Ash | Sorbus sp. | Thrives poorly here |
| Arborvitae | Thuja sp. | visibility problems |
| American Elm (common) | Ulmus americana | disease prone |
| Red, Slippery Elm | Ulmus rubra | disease problems |
| Siberian Elm | Ulmus pumila | disease prone, weak wood, messy |

PLEASE NOTE:

- *Weak wooded trees are susceptible to storm damage.*
- *Most fast growing tree species are weak wooded.*
- *Do not plant an unknown seedling, which is very likely an undesirable species.*
- *Avoid buying and planting cheap trees that have poor form or are partially dead.*
- *Norway Maple was recently added to this list. It is considered potentially invasive due to prolific seeding.*

*****A good web link to view trees:**

<http://www.ohiodnr.com/forestry/trees>

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