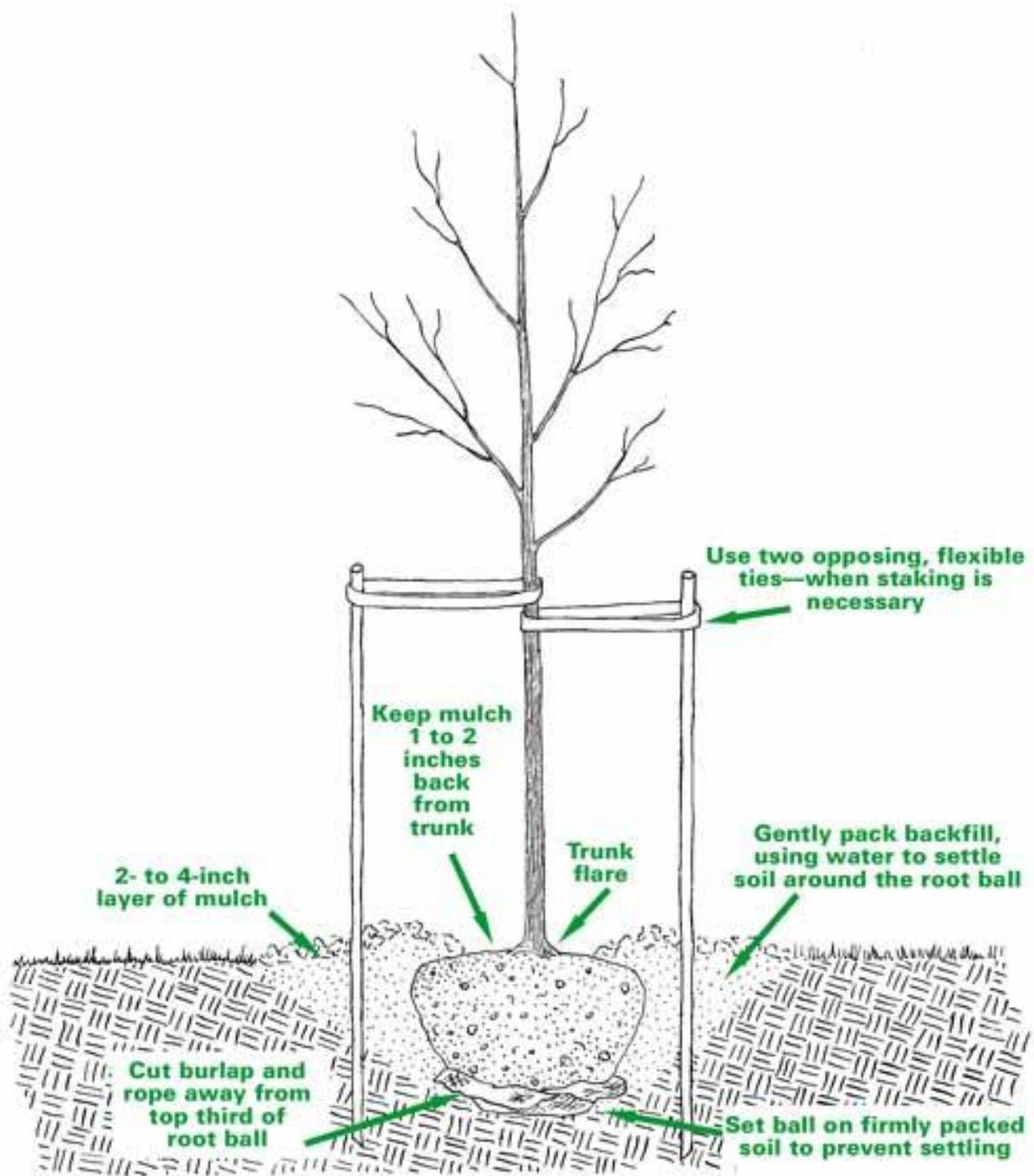


STREET TREE PLANTING PROCEDURES FOR HOMEOWNERS

Thinking about planting a tree(s) within the City right-of-way? You first need approval from the City Forester. Also, before contacting the City Forester, carefully inspect the site for the following considerations:

- **Are there overhead wires present?** If so, then only a smaller sized tree (up to 30 feet maximum height) will be allowed for planting.
 - **How wide of an area is the City right-of-way?** Planting will not be permitted in right-of-way areas less than 5 feet wide (Ordinance 8A.08 (3b)).
 - **Are there other private trees that will interfere with this tree when the tree is mature size?** If so, then this would not be an acceptable area to plant a tree or a smaller tree may be acceptable.
 - **Are there any fire hydrants, light poles, utilities in the terrace?** According to Ordinance 8A.08 (3b), right-of-way trees shall be a minimum of 25 feet from any intersection, 10 feet from driveways and alleys and 10 feet from fire hydrants and utility poles.
 - **How many trees do you want to plant?** Minimum acceptable spacing requirements shall be 25 feet apart and trees shall be centered between the sidewalk and the curb and spaced equal distance apart in the terrace.
 - **What kind and size of tree do you plan on planting?** Will the tree be smaller, medium sized or larger at maturity? Minimum size requirements for planting trees are 1 1/2" caliper or in diameter 6 inches height above ground level. The City Forester has a list of acceptable street tree species to plant in the right-of-way. Please refer to this list. Shrubs or ground covers that are 8 inches in height or more above the curb will not be permitted.
1. Street tree planting permits may also be picked up at the Parks, Recreation and Forestry Department main office. Fill out and return the Street Tree Planting Permit Application to the Parks, Recreation and Forestry main office.
 2. The City Forester will contact you for a site consultation visit. If all of these requirements are acceptable to the City Forester, then you shall be granted an approved street tree planting permit.
 3. Choose trees from a reputable nursery within the state of Wisconsin. Call Digger's Hotline at least 3 days before tree planting. Once planted, it is your responsibility to water the tree. 1" of water per week is recommended until the tree is established and you should water the street tree during times of drought to ensure survival.
 4. Once the tree has been planted in the right-of-way, that tree or trees become property of the City of Oconomowoc and all future maintenance will be performed by City staff.



PROPER B&B TREE PLANTING PROCEDURES

(STAKING IS GENERALLY NOT NEEDED)

For planting plastic containerized trees, remove the container and then score the roots with a knife to four sides around the plant. This will ensure no girdling roots will form. Also, when mulching, do not form mulch volcanoes / \ \ around the tree trunk. This can restrict available oxygen and water to the plant leading to root rot.



Call before you dig!

Before your shovel hits the dirt, be sure all underground utility lines are marked. At least three days before you start, dial the number below for your area, and your area “one-call” service will send a utility worker to mark the locations of underground service lines. Call 1-800-242-8511.

There is **NO CHARGE** to you for this service. The one-call service will mark all buried electric, gas, water, sewer, cable and telephone lines. It is your responsibility, however, to know the location of all privately-owned equipment, including buried LP lines, pet fences, septic lines and wiring for outdoor lighting. When you get ready to plant, stay at least 24 inches away from any marked lines, and consider the length and depth of the roots of the mature tree.



Padmount Transformers

Padmount transformers are ground-mounted transformers in metal cabinets. Underground power lines can approach these transformers from any and every direction. When planting trees or other vegetation in the area of a padmount transformer, always maintain at least ten feet of clearance from the front of the cabinet and at least three feet from the sides and rear of the cabinet.



Utility Meters

Utility meters are needed to monitor the energy use of your residence. Utility company meter readers need to be able to view and record information from these meters on a regular basis. Planting trees or shrubs too close to your meter or planting thorny vegetation near the meter can hamper meter reading and could potentially result in damage to the equipment.