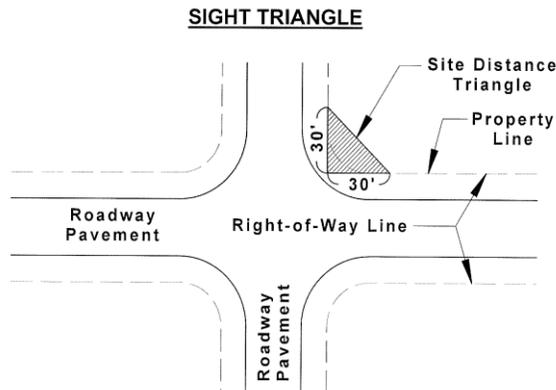


**City of Chesterfield
Residential Street Tree Program
Policy and Procedures**

Section I- General

- A. The Owner of a residential property that abuts a public street controlled by the City may be eligible for the City of Chesterfield’s Residential Street Tree Program. The program provides for the planting of trees within City right of way, which is typically the grass area between the street and sidewalk, or if no sidewalk, an area within 12 feet of the street. The City’s Residential Street Tree Program is contingent on continued funding by the City Council, and the City Council is in no way obligated to continue to fund the program.
- B. Commercial and industrial (non-residential) properties are not eligible for this program.
- C. 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 have bottom branches lower than seven (7) feet above the elevation of the adjacent pavement (see below).



The identified space shall be approved by City staff before the application will be processed.

- D. The Owner shall choose a tree species from the City's list of Recommended Street Trees located in the Tree Guide, which is included with the application packet. In order to prevent over planting of one species in a given area, City staff will review the species chosen by the Owner, and will compare to the existing trees located in the general area. If City staff determines that the species chosen is appropriate, the application will be processed. If City staff determines that the species chosen is not appropriate due to over planting concerns, the Owner will be notified, and given a list of species that are appropriate. Once the Owner chooses a species that has been determined by the City to be appropriate, the application will be processed.
- E. Tree size for all species will be 2 ½" caliper.
- F. This is a cost-sharing program, the Owner must submit a payment of \$100.00 per tree. A property owner may apply for multiple trees, provided there is adequate space for each tree, and that the species chosen is appropriate, as outlined in paragraph C. and D. above.

Section II- Application By Property Owner

- A. The Owner, not the tenant, must submit the application for participation in the program. The application packet can be found on the City of Chesterfield's website, www.chesterfield.mo.us, or can be obtained at City hall located at 690 Chesterfield Parkway West, between the hours of 8:30 AM and 5:00 PM, Monday through Friday.
- B. The Owner shall submit the \$100 per tree payment along with the application. If it is determined that a tree can not be planted in the available space, the payment will be returned.
- C. By signing and submitting an application, the Owner agrees to properly care for the tree(s) as described in the Tree Guide.
- D. The deadline to submit an application is January 31st for the Spring planting (March 1 – April 30), and August 31st for the Fall planting (November 1 – December 31).

Section III- Tree Installation

- A. Upon receipt of application, City staff will review the site and the species choice, as outlined in Section I, paragraph C. and D., and will notify the Owner if their application has been accepted or denied. If the application has been denied, payment will be returned. The City is in no way obligated to accept and approve applications.
- B. City will submit species list and locations to nursery (annually contracted by city).
- C. The contractor will schedule and perform the installations between March 1 and April 30 for the Spring planting, and between November 1 – December 31 for the Fall planting. The contractor will be responsible for obtaining the required utility locates before installation.

- D. If the Owner has a lawn sprinkler system, an underground electronic dog fence system, or any other system located within the area where a tree is to be planted, the Owner is responsible for marking these systems, and relocating the systems at their sole expense, as necessary.
- E. As part of the tree installation, the contractor will mulch the base of the tree with a standard hard wood mulch, and will also stake the tree. The Owner will be responsible for removing the stakes as outlined in the Tree Guide.
- F. City staff will review each site after installation.

Section IV- One Year Warranty

- A. The City will require the contractor to provide a one year warranty on all trees, starting from the month of planting. The warranty is only in affect if the Owner provides proper care as outlined in the Tree Guide, and excludes vandalism or extraordinary acts of God.
- B. The Owner must contact the City if they believe they should receive a replacement within the warranty period.
- C. City staff will inspect tree and approve replacements, the tree must still be standing at the time of the inspection in order for a property owner to receive a replacement. The City will schedule a replacement with the contractor at the most appropriate planting time.