

Hampshire
50/50 Parkway Tree
Planting Program



Village of Hampshire

PROUD PAST... PROMISING FUTURE

*Hampshire Public Works
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Hampshire, IL 60140
847-683-9489*

Planting shade trees produces many ecological and beautification benefits to the community including shade, beauty, stabilization of the soil by controlling wind and water erosion, softening the harsh appearance of concrete and asphalt, habitat for wildlife, filtering and reducing stormwater run-off, reducing noise levels, producing oxygen and removing carbon dioxide and improving property appearance and value.

50/50 Cost Sharing Program

The Village of Hampshire, in a joint effort with the residents of the Village, has created a 50/50 Parkway Tree Planting Program. This program is based on a cooperative agreement whereby the Village will contribute up to half the cost to purchase and plant a new tree(s) (up to \$150 per tree) with the homeowner paying the remaining costs.

The goal of this program is to assist with the replacement of nearly 800 ash trees which have been removed from the public right of way due to the emerald ash borer. This program allows the homeowner to select the species and plant the parkway tree(s) in front of their home, helping to diversify and restore Hampshire's urban forest.

Residents who wish to be included in the 50/50 Tree Planting Program must fill out an application. Funding for the program is limited and participation is on a first come, first served basis. After the application is received the proposed tree(s) location will be inspected by the Village Public Works Department to determine if it meets the criteria for participation. If funds are available and the tree chosen is eligible to be planted, the Village will issue a permit (at no cost) for the tree(s) to be planted by the homeowner.

For reimbursement, after the tree(s) has been planted, the homeowner is eligible to submit the 50/50 Parkway Tree reimbursement form along with a copy of the bill (paid in full) in-person at the Clerk's Office at Village Hall or mailed to the PO Box 457, Hampshire, IL 60140.

Regulations Applying to Planting of Parkway Trees

A. LOCATION OF PLANTINGS

All plantings will be made on Village parkways at various addresses or block/lot numbers. Before digging, call JULIE at 811 or go to the website at www.illinois1call.com to file an "e-request." Locating the underground utilities is required before any digging begins. The Village will mark the curbing or sidewalk for the location of the new plantings. All trees must be centered in the parkway at that point unless otherwise directed.

- ✓ Minimum of 25 ft. from corners of critical intersections.
- ✓ Minimum of 30 ft. from overhead power lines or all proposed trees to be planted under aerial utility lines must be of an ornamental, lower growing variety.
- ✓ Minimum of 25 ft. from street lamps.
- ✓ Minimum of 8 ft. from fire hydrants.
- ✓ Minimum of 8 ft. from driveways.
- ✓ Minimum of 5 ft. from b-boxes.
- ✓ Trees shall not be planted in parkways with less than 6 ft. of space between curb and sidewalk.
- ✓ Trees shall not be planted within 35 to 45 ft. of space between trunks, (depending on species).
- ✓ Trees should be alternately spaced along a street, rather than opposite one another.

- ✓ Planting in locations other than Village right-of-ways and easements near a critical intersection, shall not reach a maximum height of more than 3'.

B. SIZE/CONDITION REQUIREMENTS

1. All parkway shade trees must have a trunk diameter no less than two inches (2") as measured six inches (6") above the ground surface level.
2. All trees must be nursery grown and conform to the American Standards Nursery Stock as approved by the American National Standards Institute, Inc. and issued as ANSI Z60 1-2004 or as amended.
3. All Trees must be straight, healthy and typical representative of their normal species or variety. Each tree must have a recognizable central leader.
4. All trees must be a single stem with no limbs on the trunk lower than four feet above the ground.
5. All tree roots shall be balled and burlapped with a minimum ball size of 24" in diameter. Balls shall be intact at the time of planting.
6. All trees must be freshly dug, free of insect pests, plant diseases, sunscald, fresh abrasions and other injuries and with a health, well developed root system. No heeled-in plants or plants from cold storage will be accepted.

C. PERMITTED VARIETIES

Conifers, shrubs, bushes and selected low growing ornamental trees/plant are not permitted on the Village's right-of-way. Ash tree varieties are not permitted in the Village's right-of-way or on privately owned property. See the listing of permitted tree varieties at the end of this document.

D. PLANTING

1. All trees that are to be planted with in the Village's right-of-way must be planted between April 1 and June 1 or September 15 and November 30 with the exception of Oak varieties which may only be planted between April 1 and May 15.
2. All planting holes shall be dug circular in outline.
3. Depth of holes shall be such that the bottom of the root ball will be placed on undisturbed subgrade, and the root flare shall be at one inch above the grade of the surrounding soil.
4. Width of holes at the soil surface shall be twice the diameter of the root ball, with sides sloping inward towards the bottom of the root batt (see planting diagram). Any need for adjustment within the ball will be performed at the time of planting.
5. Excavated plant pit that will be left open when work is not in progress or pose an immediate and considerable hazard to traffic shall be adequately barricaded with qualified warning devices. No planting pit may remain open in excess of 24 hours.
6. The tree shall be placed plumb in the center of the hole. All ropes, strings, nails and burlap wrapping shall be removed from the upper one-third of the root ball after the tree has been placed in the hole and before backfilling. All wire baskets must be removed from the ball prior to planting or the top half of the basket must be cut off prior to backfilling.
7. In most instances, the backfill around the ball shall be the same soil that was removed from the hole. However, in cases where excessive clay, rocks, stones, etc. are encountered. Pulverized black dirt shall be used.

8. The contractor or homeowner shall apply one inch of water to the root ball of newly planted trees within 24 hours of planting. To promote proper growth and the health of the tree, periodic watering should be performed once every 10-14 days using slow running water for approximately 20-30 minutes.
9. Organic, wood chip mulch must be applied within 24 hours of planting at a depth of 2-3" to the entire excavated area. No volcanoing of mulch around the trunk of the tree is permitted.

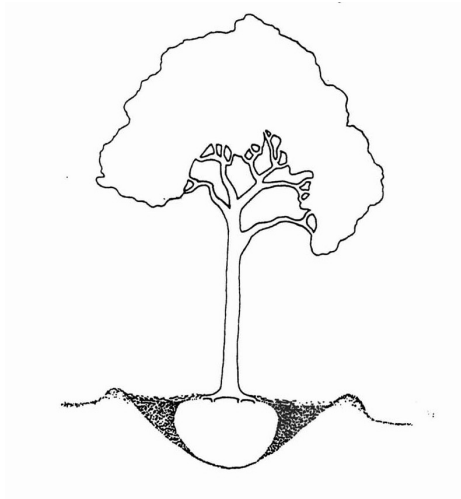
E. PERMIT REQUIRED

1. No parkway tree shall be planted until written permission is secured from the Village. A parkway tree planting permit (no cost) must be secured prior to any and all planting.
2. No permits will be issued to plant trees on private property. No 50/50 funds will be dispensed for planting on private property.

F. VIOLATIONS

Any person or persons who have violate any portion of these planting specifications will be responsible for removing any trees that have been planted, at the cost of the offender.

Planting Diagram



1. The minimum height from the top of the root ball to the first fork is 4 feet.
2. The minimum trunk caliper is 2" measured up 6 from the top of the root ball.
3. The root ball shall be a minimum of 24" in diameter.
4. The root collar shall be planted at ground level.
5. The hole should never be deeper than root ball height.
6. The hole should be cone shaped and backfilled with the same soil type as removed from the hole. If the natural soil is extremely poor, black pulverized dirt may be used as the only alternative.
7. Trunks may need to be staked for 1-3 years until new roots stabilize the tree. Staking materials should be checked monthly during the growing season to prevent damage to the bark.

Permitted Planting Species

Acceptable (not under utility lines)

Beech	American	Maple	Armstrong
Beech	European	Maple	Autumn Blaze
Elm	Accolade	Maple	Autumn fantasy
Elm	Frontier	Maple	Black
Elm	Homestead	Maple	Crimson King
Elm	Morton	Maple	Emerald Luster
Elm	Morton Glossy	Maple	Emerald Queen
Elm	New Horizon	Maple	Freeman
Elm	Pioneer	Maple	Norway
Elm	Prospector	Maple	Red Sunset
Elm	Regal	Maple	Schwedler
Ginkgo	Biloba (male only)	Maple	Sugar
Hackberry	Common	Maple	Super Form
Hackberry	Sugar	Maple	Tartarian
Linden	American	Oak	Burr
Linden	Crimean	Oak	English
Linden	Greenspire	Oak	Pin
Linden	Horse Chestnut	Oak	Red
Linden	Littleleaf	Oak	Scarlet
Linden	Redmond	Oak	Shingle
Linden	Silver	Oak	Sky Rocket
Locust	Shademaker	Oak	Swamp White
Locust	Skyline	Oak	White
Locust	Sunburst	Pear	Aristocrat
Locust	True Shade	Poplar	Tulip

Acceptable (allowed under utility lines)

Crabapple	Malus
Dogwood	Cornelian Cherry
Hawthorn	Thornless Cockspur
Lilac	Pekin
Lilac	Japanese Tree
Redbud	Eastern
Smoketree	Common Cotinus
Viburnum	Blackhaw
Viburnum	Siebold
Zelkova	Japanese

Remember parkway trees need to have single stem with no branches less than four feet from the ground.