



## Mayor & Village Board

### Standard Operating Procedure – No. 011

Date Adopted: August 26, 2014

Date(s) Revised:

Mayor and Village Board Standard Operating Procedure # 011, having been first adopted by the Mayor and Village Board on August 26, 2014 shall:

1. Be updated on at least an annual basis;
2. Be administered by the Mayor and Village Manager; and
3. Be a procedure establishing the **Village of Homer Glen Public Parkway Tree Replacement Program**.

Signed: \_\_\_\_\_

Date: January 29, 2015

The following shall be the operating procedure for the Village of Homer Glen's Public Parkway Tree Replacement Program.

#### **Purpose**

To replace public parkway trees that have been removed due to disease, infestation, or storm damage with properly spaced, quality trees in residential areas.

Trees planted in the public parkways are the property of the Village of Homer Glen. A successfully designed street corridor will be open where pleasant views or safe vision is desired; closed where visual screen is needed; and varied in form, size, texture, and color for interest. Successful tree planting and street corridor development involves several steps including analyzing the site, selecting appropriate trees, and following up with inspections and care. All steps require adherence to specifications and best management practices to maximize the benefit, minimize the expense and minimize the risk in the street corridor.

Village staff coordinates all tree planting activities with the Homer Township Highway Department and a selected contractor, approved by the Village Board. The Village has an annual budget for tree planting that comes out of the CIP Tree Replacement Fund (Fund 71). The Public Parkway Tree Replacement Program is provided at no direct costs, charges or fees to residents for the tree purchase or labor for planting the tree. Residents are permitted to plant their own parkway tree at no cost to the Village. Planting permits are not required.

Each season, Village staff prepares a list of replacement trees. This includes reviewing the current tree inventory numbers and assessing the tree species adjacent to potential planting sites from the Tree Replacement Log. Once the list is complete, a Request for Proposals is created and a contract is awarded by the Village Board. Replacement trees are ordered based on availability, desired species for planting location, and resident choices.

The public parkway trees are individually selected by the Village arborist, from the supplying nurseries, to ensure proper shape and quality. All nurseries are Illinois Department of Agriculture Certified nurseries and all nursery stock adheres to the *ANSI Z60.1-2004 American Standard for Nursery Stock*. Village staff and/or arborist walk through the nurseries and attaches field tags to the appropriate trees. The majority of selected trees have a caliper of 1.5-2.5 inches (measurement of diameter at a point six inches above ground).

#### **Tree Removal and Replacement Record**

The process for planting a replacement tree is outlined below:

The public parkway tree replacement process begins with the tree removal of a parkway tree. On April 24, 2012, the Village began keeping public parkway tree removal records. The tree removal record contains the address location of the removed tree. From this record a Tree Log has been generated (Exhibit A). After a tree has been removed it is added to the Tree Removal Log to begin the process of a possible replacement.

#### **Application for Tree Replacement**

From the Tree Removal Log, letters are sent to residents informing them of the Village Tree Replacement Program (Exhibit B). An application form, with a choice of three trees, is attached to the letter (Exhibit C) sent to residents. The resident returns the form, with their indicated choice, to the Village. Requests for no tree are honored and recorded. Village of Homer Glen Public Parkway Tree Guidelines (Exhibit D) will also be included to assist resident who wish to plant their own tree.

#### **Tree Species Selection**

To establish a healthy and diverse tree population, tree species for planting will be determined by staff and the Village arborist while trying to honor the adjoining resident's choice. The tree species planted are those that can tolerate urban conditions in northern Illinois, are relatively free of insect and disease pests, have low maintenance costs, and

have low susceptibility to breakage by wind and ice storms. For each planting location, the tree species chosen varies depending on the planting location's soil type, drainage condition, amount of wind exposure and sun interception, and the surrounding tree species.

Planting a diversity of tree species provides a variety of tree forms, sizes, textures and colors. Diversity also reduces the potential of one pest or disease from affecting all trees in an area. When overhead utility lines are present, trees with shorter mature heights are chosen so the right-of-way has some tree canopy but without the wire interference.

To guarantee the health of the Village's urban forest, the population targets, for high-quality species, should be around 5%. The long-term goal for the Village's tree inventory is to have less than 10% of any one species, less than 20% of one genus, and less than 30% in one family. The trees should be distributed over time and planted in small numbers on a regular basis. Species with a smaller designed emphasis should have targets of less than 5%.

Trees approved for parkway tree planting are to be chosen from the Village of Homer Glen Recommended Street Tree list (Exhibit E) or the Village of Homer Glen Recommended Trees for Planting Under Utility Lines list (Exhibit F).

### **Tree Planting Site Selection**

Planting sites should be selected that maximize a tree's growth and health and minimize long-term infrastructure conflicts. Soil content, size, and surrounding obstacles should be taken into consideration.

After a resident's tree replacement application form is received by the Village, a staff member inspects the public parkway location to determine if the site is suitable for planting a tree. The exact position for planting a tree in the parkway depends on the presence or absence of curb and gutters, sidewalks, ditch lines and locations of existing parkway trees. Factors that will determine if the location is suitable, where on the parkway the tree should be planted, include:

- Parkway is to have a width of six feet or more;
- Planting site should have overhead space without overhanging crowns from other trees or vegetation;
- Planting site is to be on the high side of a ditch in areas without storm sewers and should not obstruct storm water flow from ditches, grates or pipes of any kind;
- Planting site is to compliment all surrounding vegetation on public and private property; and
- The distance between a newly planted tree and existing factors shall be shown as below.
  - Other Trees or planting sites 35 feet
  - Driveways 10 feet
  - Fire Hydrants 10 feet
  - Natural Gas Service Line 10 feet

- |  |         |
|--|---------|
| ○ Street intersection (corner/curb)            | 35 feet |
| ○ Street Lights                                | 15 feet |
| ○ Utility Poles                                | 15 feet |
| ○ Water Service Line (B-Box)                   | 10 feet |
| ○ Other valve boxes and vaults with metal lids | 10 feet |

Trees will not be planted where there is less than 6 feet between the sidewalk and the curb, or edge of the pavement; or less than 10 feet between property line and curb or edge of pavement where there is no sidewalk. Trees will be centered between the curb and sidewalk in the parkway.

Any deviations from the spacing guidelines or distances listed above are to occur only when no other options exist and when the site would be improved more from the planting of a tree than not. All tree plantings will first require a J.U.L.I.E. locate.

#### **Preparation and Tree Planting**

After determining the tree species and site selection, preparations are made for planting. Before planting, staff will identify the planting location in the parkway. Door hangers will be placed to inform residents of the planting location and tree species if one was requested (Exhibit G). Staff will also try to notify resident with a phone call and/or email.

The J.U.L.I.E. service is contacted and given the planting list.

The actual process of planting follows the *International Society of Arboriculture Best Management Practices: Tree Planting (2005)*, and the *ANSI A300 (Part 6) – 2012 Planting and Transplanting*.

- Trees are covered during transport and care is taken to avoid branch damage.
- Tree planting occurs during the spring and fall when trees are dormant.
- The rootball is placed in the hole such that the trunk flare is at grade and the uppermost structural roots are 1 to 3 inches below the surrounding grade.
- Once at proper depth and orientation, the backfill soil is firmly tamped around the rootball.
- A 2 to 3 inch layer of compost wood chip mulch is added as a top dressing to supply organic matter, retain soil moisture, moderate soil temperatures, and provide an aesthetically pleasing appearance.
- Twine and visible burlap should be removed by the planting crew after planting.
- Village arborist will inspect the tree planting at the time of installation.

#### **Resident Participation in Tree Care**

After the tree is planted, a letter will be sent to the resident indicating the tree species and special care instructions (Exhibit H). Instructions shall include items listed below.

**Watering** – Slow and thorough watering around the tree stem is essential. In normal weather the tree should be watered every 4-7 days. When the weather turns hot and dry (above 80°), the tree should be watered every 3-4 days.

**Mulch** – A circle of mulch, 2-3 inches deep and 36 inches in diameter is placed around the tree. Residents do not need to add mulch the first year. Mulch should not be more than 3 inches deep and must be kept 4-6 inches away from the trunk.

**Fertilizing** – Trees should not be fertilized the first year. The new tree needs to establish a new root system. Fertilizers that contain Nitrogen may cause excessive top growth before enough new roots have grown.

**Pruning and trimming** – Due to transplant shock it is best to wait two years after planting to prune the tree, except for structural integrity. This will allow the tree to recover from root loss. The Village will arrange for tree trimming, when needed.

**Harmful to trees** – Lawn mowers and string trimmers are a frequent cause of tree injury. Repetitive damage to the trunk of the tree can cause serious problems. The spray from weed killers can cause severe damage to tree foliage. Lawn fertilizers that contain weed killers should not be used in the vicinity of trees.

### **Maintenance**

- The resident receiving the tree is responsible for watering the tree.
- If a guarantee exists, no maintenance shall be performed until after the guarantee period.
- Within the first two months after planting, all trees are re-inspected by Village arborist. If needed, the Village arborist leaves a door hanger with any needed special instructions (Exhibit I).
- Village arborist or staff inspects newly planted trees at two (2) months and one (1) year after planting.
- Pruning and trimming will not be done in the first two years after planting except for structural integrity.
- Third year after planting routine trimming may begin.

### **Tree Inventory**

After a replacement tree is planted, a tree planting record is added to the Village's tree inventory. Tree history, maintenance and special comments are added to the inventory record when events occur.

Village tree plantings take place in the spring and fall. Tree replacement applications, that are not fulfilled, are kept until the next planting cycle.

NOTE: The following attachments are provided as examples. Changes may occur as necessary.



Mayor James P. Daley, Jr.

[jdaley@homerglen.org](mailto:jdaley@homerglen.org)  
[www.homerglen.org](http://www.homerglen.org)



14933 S. Founders Crossing  
Homer Glen, Illinois 60491  
(708) 301-0632

Dear Resident:

The Village of Homer Glen recognizes that trees are an important asset and add value to our wonderful community. Trees help us conserve energy, clean the air, protect rivers and streams, and provide a habitat for wildlife. Most notably, parkway trees add beauty to our streets and neighborhoods!

I am pleased to announce the Village's creation of a public parkway tree replacement program. In recognition of the many ash trees lost to infestation by the Emerald Ash Borer, the Village Board has approved a public parkway tree replacement program to beautify the Village parkways and enhance Homer Glen's urban canopy. This letter is meant to inform you of this outstanding new program.

Village records indicate that a tree has been removed from the public parkway adjacent to your home. If you would like, the Village would be happy to replant one tree in the parkway by your home. The choice of the tree and planting location will be carefully selected by the Village. The preparations, tree, and labor for planting the tree will be provided by the Village of Homer Glen, free of charge.

Selection of the tree will be determined by soil type, drainage conditions, maintenance requirements, room for growth and surrounding species. After evaluating the planting location adjoining your property, three trees suitable for planting have been listed on the attached application. The Village will try to honor your choice of tree. Please understand some parkways cannot accommodate every tree, and tree selection is also subject to availability.

If you would like one tree planted in the public parkway adjacent your home, please complete the attached application form and return it to the Village by September 30, 2014. If you do not wish to have a tree planted then you do not have to take any action.

In order for the tree to survive, it will need water. This is where we need your help! After the tree is planted, you will need to keep the tree watered to ensure its survival. We are asking for you to commit to watering the tree for the first two years following its planting. If you are not able to commit to watering the tree, we encourage you to not participate in the program, as the public parkway replaced tree will need watering to survive.

The goal of the parkway tree replacement program is to provide a healthy tree canopy over the streets and pathways of Homer Glen. We can only accomplish this with your assistance and by planting the right tree in the right place. If you decide to take advantage of this program, it is our hope that this newly planted tree will, in a small way, help to improve the quality of life for you, your neighbors and the residents of Homer Glen.

Respectfully,  
Village of Homer Glen

Jim Daley  
Mayor

**EXHIBIT B**



**Village of Homer Glen**  
**Public Parkway Tree Replacement Program**  
**Application Form**

The Village will purchase and plant one parkway tree for free and resident will water the tree. Trees planted in public parkways are chosen based on soil type, drainage conditions, maintenance requirements, room for growth and surrounding species. After evaluating the planting location adjoining your property, three trees suitable for planting in the public parkway have been listed below. The Village will try to honor your choice of tree. Please understand some parkways cannot accommodate every tree and tree selection is also subject to availability.

\_\_\_\_\_ Yes. Please plant a tree in the Village public parkway adjoining my property. In applying for this program, I agree to follow the tree care instructions and provide water to the tree as described in the instructions (on reverse side).

My priority for choice of tree is indicated by 1 as the first choice, 2 for second choice, and 3 for third choice.

\_\_\_\_\_ *Tree Name*

\_\_\_\_\_ *Tree Name*

\_\_\_\_\_ *Tree Name*

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Street Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

To be included in the tree planting program, return completed application by September 30, 2014.

Please mail or drop off form to:

Village of Homer Glen, 14933 S. Founders Crossing, Homer Glen, IL 60491

**EXHIBIT C**

## **Village of Homer Glen**

### **Care for Newly Planted Parkway Tree**

The transplanting procedure is traumatic to a tree, and many trees will demonstrate symptoms of shock. Symptoms can include withered leaves, dead branches and reduced growth. To help the tree overcome shock, here are some suggestions:

**Watering:** Nothing has a greater impact on new tree survival than adequate watering during the first 2 years following transplant. The tree may die from either too little or too much water. Slow and thorough watering around the tree stem is essential. In normal weather the tree should be watered every 4-7 days. When the weather turns hot and dry (above 80°) the tree should be watered every 3-4 days.

**Pruning and trimming:** Do to transplant shock it is best to wait first two years after planting to prune the tree, except for structural integrity. This will allow the tree to recover from root loss. The Village will arrange for tree trimming when needed.

**Fertilization:** Do not apply fertilizer. The new tree needs to establish a new root system. Fertilizers contain Nitrogen, which may cause damage to young trees.

**Harmful to trees:** Lawn mowers and string trimmers are a frequent cause of tree injury. Repetitive damage to the trunk of the tree can cause serious problems. The spray from weed killers can cause severe damage to tree foliage. Lawn fertilizers that contain weed killers should not be used in the vicinity of trees.

**If you have any questions about caring for the new parkway tree, please call:**

**Village of Homer Glen**

**708-301-0632**

**EXHIBIT C – REVERSE SIDE**



## VILLAGE OF HOMER GLEN PARKWAY TREE PLANTING GUIDELINES

Residents may plant a tree in the Village public parkway. The Village recommends that you consider planting trees that are shown on the Recommended Public Parkway Street Tree List. After a tree is planted in the parkway, it becomes the property of the Village of Homer Glen.

### PLANTING AND CARE GUIDELINES

#### Tree Planting

- Distance not less than from:
  - Other Trees or planting sites 35 feet
  - Driveways 10 feet
  - Fire Hydrants 10 feet
  - Natural Gas Service Line 10 feet
  - Street intersection (corner/curb) 35 feet
  - Street Lights 15 feet
  - Utility Poles 15 feet
  - Water Service Line (B-Box) 10 feet
  - Other valve boxes and vaults 10 feet
- Before planting call JULIE (800-892-0123) to have all underground utilities located prior to digging.
- Check the twine around the root ball. If it is not dissolving twine, it must be removed from the ball's upper 12". Also remove any wire surrounding the ball.

#### Tree Care

- **Watering** – slow and thorough watering around the tree stem is essential. In normal weather the tree should be watered every 4-7 days. When the weather turns hot and dry, the tree should be watered every 3-4 days. Check the soil first to be sure the tree needs watering. Trees can die not only from lack of water, but overwatering as well.
- **Mulch** – a circle of mulch, 2-3 inches deep and 36 inches in diameter should be placed around the tree. Mulch should not be more than 3 inches deep and must be kept 4-6 inches away from the trunk.
- **Fertilizing** – Trees should not be fertilized the first year. The new tree needs to establish a new root system. Fertilizers that contain Nitrogen may cause excessive top growth before enough new roots have grown.
- **Pruning and trimming:** Due to transplant shock it is best to wait two years after planting to prune the tree, except for structural integrity. This will allow the tree to recover from root loss. The Village will arrange for tree trimming when needed.
- **Harmful to trees** – Lawn mowers and string trimmers are a frequent cause of tree injury. Repetitive damage to the trunk of the tree can cause serious problems. The spray from weed killers can cause severe damage to tree foliage. Lawn fertilizers that contain weed killers should not be used in the vicinity of trees.

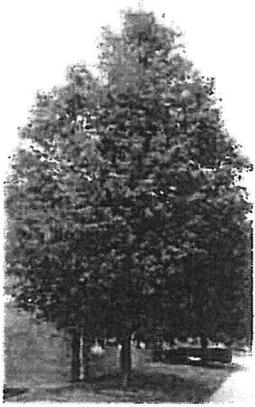
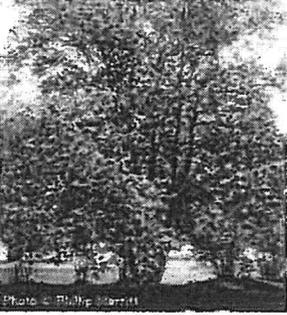
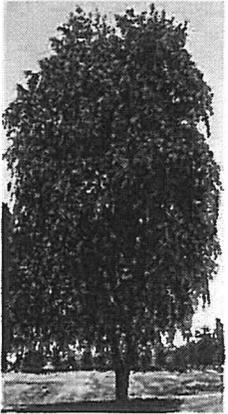
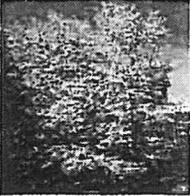
## EXHIBIT D

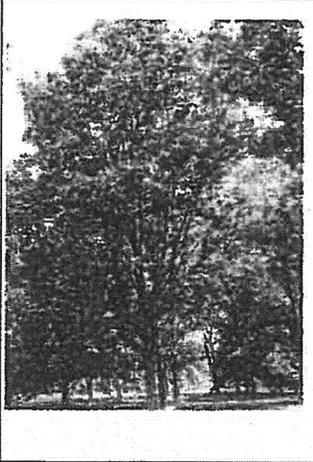
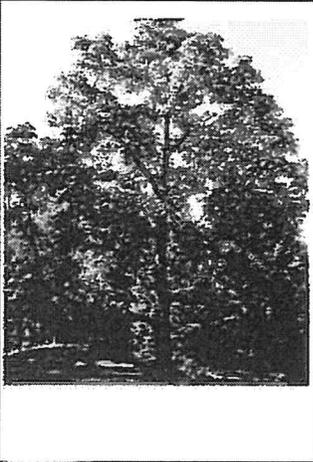
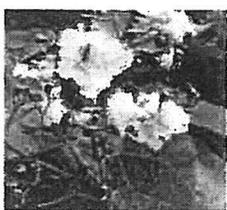
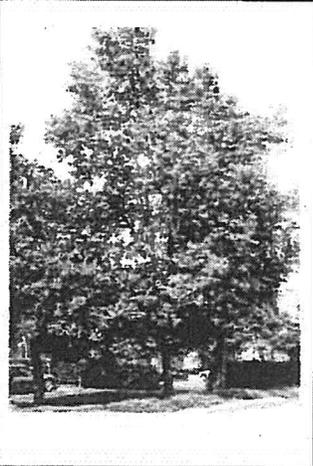


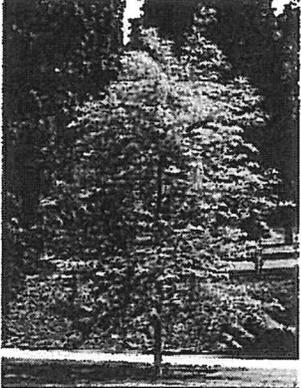
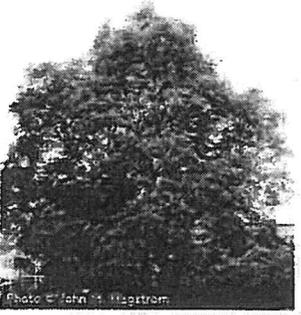
**Recommended Public Parkway Street Tree List**  
(08/14/14)

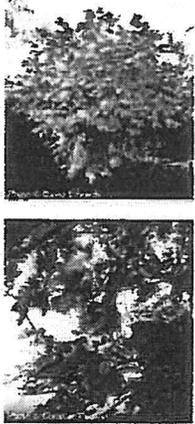
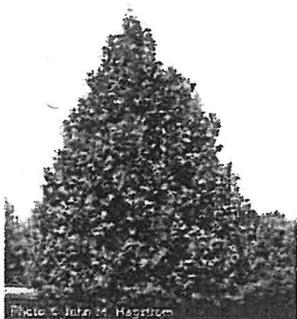
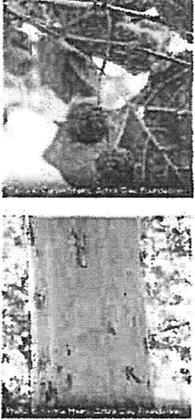
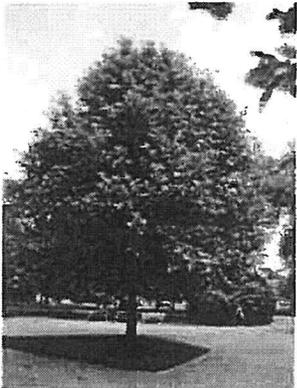
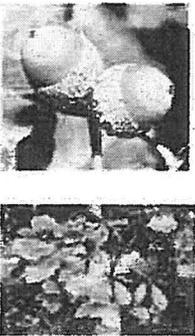
<b>Botanical Name</b>	<b>Common Name</b>	<b>Cultivar</b>
<i>Acer nigrum</i>	Black Maple	
<i>Aesculus pavia</i>	Red Buckeye	
<i>Betula nigra</i>	River Birch	
<i>Carya illinoensis</i>	Pecan	
<i>Catalpa speciosa</i>	Catalpa, Northern	
<i>Celtis occidentalis</i>	Common Hackberry	
<i>Ginkgo biloba</i>	Princeton Sentry, Maidenhair	'Princeton Sentry'
<i>Gleditsia triacanthos</i> var. <i>inermis</i>	Thornless honeylocust	'Skyline'
<i>Gymnocladus dioica</i>	Kentucky Coffetree	(Male)
<i>Liriodendron tulipifera</i>	Tulip Tree	
<i>Platanus x acerifolia</i>	London Planetree	
<i>Quercus bicolor</i>	Swamp White Oak	
<i>Quercus muehlenbergii</i>	Chinkapin Oak	
<i>Syringa reticulata</i>	Japanese Tree Lilac	
<i>Taxodium distichum</i>	Bald Cypress	
<i>Tilia americana</i>	American Linden	'Redmond'
<i>Tilia petiolaris</i>	Silver Linden	
<i>Ulmus japonica</i> x <i>U. wilsoniana</i>	Accolade Elm	

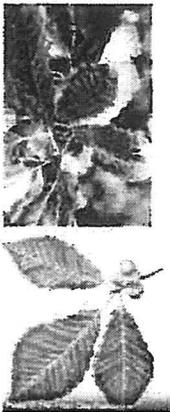
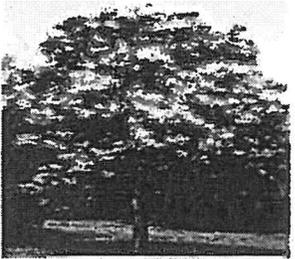
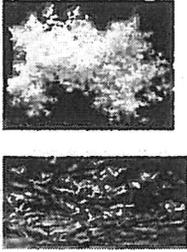
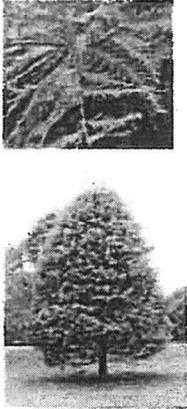
## Recommended Public Parkway Street Tree List

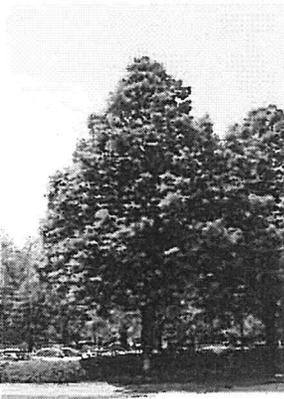
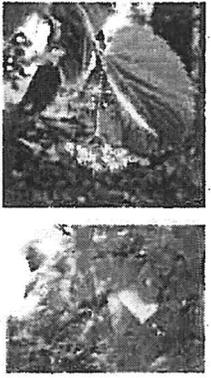
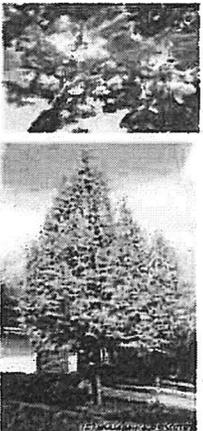
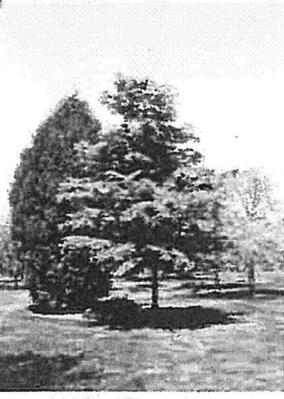
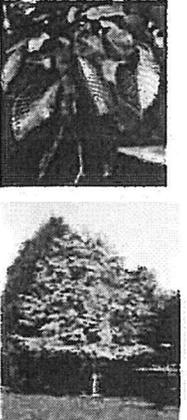
	 	<p><b>Acer nigrum 'Greencolumn' –Black Maple</b></p> <p>Height: 50'                      Spread: 20'                      Shape: Upright, narrow                      Foliage: Light green                      Fall Color: Yellow to apricot orange</p>
 <p style="font-size: small;">Photo © Philip Barrett</p>	 	<p><b>Aesculus pavia – Red Buckeye</b></p> <p>Height: 20'                      Spread: 30'                      Shape: Upright oval to round                      Foliage: Dark green; glossy                      Fall Color: No fall color</p> <p>**</p>
	 	<p><b>Betula 'Cully' – River Birch</b></p> <p>Height: 40'                      Spread: 35'                      Shape: Broadly pyramidal to rounded                      Foliage: Medium to dark green                      Fall Color: Yellow to gold</p>

	 	<p><i>Carya illinoensis</i></p> <p>Height: 100'          Spread: 75'          Shape: Symmetrical oval crown          Foliage: Glossy          Fall Color: Yellow</p>
	 	<p><i>Catalpa speciosa</i> – Norther Catalpa</p> <p>Height: 50'          Spread: 35'          Shape: Pyramidal with rounded top, open structure          Foliage: Medium green, large leaves          Fall Color: Yellow-green          Flower: White, in large clusters</p>
	 	<p><i>Celtis occidentalis</i> – Common Hackberry</p> <p>Height: 60'          Spread: 60'          Shape: Pyramidal          Foliage: Light green          Fall Color: Yellow</p> 

		<p>Ginkgo biloba – Princeton Sentry (male)</p> <p>Height: 40'          Spread: 15'          Shape: Narrowly pyramidal          Foliage: Green          Fall Color: Bright yellow          Fruit: Seedless</p>
		<p>Gleditsia triacanthos var. inermis 'Skyline' – Thornless Honeylocust</p> <p>Height: 45'          Spread: 35'          Shape: Broadly pyramidal          Foliage: Fine textured, medium green          Fall Color: golden          Fruit: Seedless</p>
 <p><small>Photo © John H. Mastrom.</small></p>	 	<p>Gymnocladus dioicus – Kentucky Coffeetree</p> <p>Height: 50'          Spread: 35'          Shape: Oval to vase shape with upright arching branches          Foliage: Green, doubly compound          Fall Color: Yellow          Fruit: seedless (male)</p>

		<p><b>Liriodendron tulipifera – Tulip Tree</b></p> <p>Height: 60'          Spread: 30'          Shape: Oval          Foliage: Medium green          Fall Color: Bright, clear yellow          Flower: Yellow to greenish yellow with orange center</p>
		<p><b>Platanus x acerifolia 'Morton Circle' – London Planetree</b></p> <p>Height: 55'          Spread: 35'          Shape: Upright pyramidal          Foliage: Medium green          Fall Color: Yellowish</p>
		<p><b>Quercus bicolor – Swamp White Oak</b></p> <p>Height: 45'          Spread: 45'          Shape: Rounded, open          Foliage: Green with wavy margins          Fall Color: Yellow brown to reddish</p>

		<p><i>Quercus muehlenbergii</i> – Chinkapin Oak</p> <p>Height: 45'          Spread: 45'          Shape: Rounded, open          Foliage: Lustrous dark green          Fall Color: Yellow to yellow brown</p>
		<p><i>Syringa reticulata</i> – Japanese Tree Lilac</p> <p>Height: 20'          Spread: 15'          Shape: Upright spreading becoming rounded          Foliage: Dark green          Flower: Creamy white panicles</p>
		<p><i>Taxodium distichum</i> – Bald Cypress</p> <p>Height: 55'          Spread: 30'          Shape: Pyramidal          Foliage: Medium green, deciduous conifer          Fall Color: Rusty orange</p>

		<p><i>Tilia Americana</i> 'Redmond' – American Linden</p> <p>Height: 35'          Spread: 25'          Shape: Densely pyramidal          Foliage: Light green          Fall Color: Yellowish</p>
		<p><i>Tilia petiolaris</i> – Silver Linden</p> <p>Height: 70'          Spread: 35'          Shape: Pyramidal to round crown          Foliage: Green above, silver below          Fall Color: Yellowish</p>
		<p><i>Ulmus japonica</i> x <i>U. wilsoniana</i></p> <p>Height: 80'          Spread: 50'          Shape: Vase shaped          Foliage: Glossy dark green          Fall color: Yellow</p>

Village of Homer Glen

Recommended Trees for Planting Under  
Utility Lines

Botanical Name	Common Name
<i>Acer campestre</i>	Hedge Maple
<i>Acer ginnala</i>	Amur maple
<i>Acer tataricum</i>	Tartarian Maple
<i>Acer rugosa</i>	Speckled Alter
<i>Amelanchier x grandiflora</i>	Apple Serviceberry
<i>Amelanchier laevis</i>	Alleghany Serviceberry
<i>Asimina triloba</i>	Pawpaw
<i>Carpinus caroliniana</i>	American Hornbeam
<i>Cercis canadensis</i>	Eastern Redbud
<i>Cornus mas</i>	Cornelian Cherry Dogwood
<i>Crataegus crus - galli var. inermis</i>	Thornless Cokspur Hawthorn
<i>Crategus phaenopyrum</i>	Washington Hawthorn'
<i>Crataegus viridus 'Winter King'</i>	Winter King Hawthorn
<i>Magnolla x loebneri 'Merrill'</i>	Merill Magnolla
<i>Malus (species and cultivars)</i>	Flowering Crabapples
'Adams'	
'Beverly'	
'Bob White'	
'Donald Wyman'	
'Mary Potter'	
'Profusion'	
'Red Jade'	
'Red Jewel'	
'Selkirk'	
'Sentinel'	
'Snowdrift'	
<i>Zumi var. calocarpa</i>	Redbud Flowering Crabapple
<i>Ostrya virginiana</i>	Hophornbeam
<i>Prunus Americana</i>	American Plub
<i>Prunus virginiana</i>	Schubert Choke Cherry
<i>Syringa pekinensis</i>	Peking Lilac
<i>Syringa reticulata</i>	Japanese Tree Lilac

**EXHIBIT F**

## Public Parkway Tree Replacement Notice Door Hanger

### Public Parkway Tree Replacement Program

Date: \_\_\_\_\_

The Village of Homer Glen has inspected the parkway adjacent to your property for planting a new tree. Our findings are:

\_\_\_\_\_ The proposed site meets our site qualifications. An "X" has been painted on the spot where the tree is to be planted.

\_\_\_\_\_ The proposed site does not meet our site qualifications for tree planting.

The Village site qualifications include the following:

- 35' between parkway trees
- 35' from intersections
- 10' from driveways, b-boxes, utility vaults, fire hydrants
- No utility conflicts
- No sight obstructions
- Adequate growing space
- No conflicts with private vegetation

If you are not satisfied with the marked planting site or have any questions, please call the Village Hall as soon as possible. If you have an underground sprinkler system, you must mark out the system in the grass yourself to avoid planting conflicts.

Village of Homer Glen  
708-301-0632



### AFTER THE TREE IS PLANTED

Plan To Care For The

\_\_\_\_\_  
(Tree to be planted)

- Provide slow watering twice a week.
- Mulch will be provided. Do not push mulch against the tree.
- Protect from mower or string trimmer damage.
- Avoid using weed killer near the tree.
- Do not fertilize the tree for one year.

For additional care instructions and information about the tree species that will be planted visit:  
[www.homerglenil.org](http://www.homerglenil.org)

For further information contact:

**Village of Homer Glen**  
**708-301-0632**

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Back

# EXHIBIT G



*Community and Nature ... in Harmony*

14933 S. Founders Crossing  
Homer Glen, Illinois 60491

Phone (708) 301-0632  
Fax (708) 301-8407

RE: Village of Homer Glen's Public Parkway Tree Replacement Program

Dear Resident:

It's a tree!! A beautiful new (species inserted here) tree has been planted in the public parkway adjacent to your home. We hope that you will welcome and care for this new tree. The transplanting procedure is traumatic to a tree, and many trees will demonstrate symptoms of shock. Symptoms can include withered leaves, dead branches and reduced growth. Your assistance in caring for this tree is crucial for its survival. Please adhere to the following tree care instructions:

**Watering:** Nothing has a greater impact on new tree survival than adequate watering during the first 2 years following transplant. The tree may die from either too little or too much water. Slow and thorough watering around the tree stem is essential. In normal weather the tree should be watered every 4-7 days. When the weather turns hot and dry, the tree should be watered every 3-4 days.

**Pruning and trimming:** Do to transplant shock it is best to wait for two years after planting to prune the tree, except for structural integrity. This will allow the tree to recover from root loss. The Village will arrange for tree trimming when needed.

**Fertilization:** Do not apply fertilizer. The new tree needs to establish a new root system. Fertilizers contain Nitrogen, which may cause damage to young trees.

**Harmful to trees:** Lawn mowers and string trimmers are a frequent cause of tree injury. Repetitive damage to the trunk of the tree can cause serious problems. The spray from weed killers can cause severe damage to tree foliage. Lawn fertilizers that contain weed killers should not be used in the vicinity of trees.

With your special attention and tender care, this tree will be enjoyed by future generations. For additional care instructions and information about the tree species, please visit our website [www.homerglenil.org](http://www.homerglenil.org) or call the Village at 708-301-0632.

Respectfully,  
Village of Homer Glen

**EXHIBIT H**

## Public Parkway Tree Inspection Door Hanger

### PUBLIC PARKWAY TREE ALERT!

DATE: \_\_\_\_\_

The public parkway tree in front of your home was inspected today. Your assistance in the following ways will help this tree survive and be healthy:

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For additional care instructions and information about the tree species:

[www.homerglenil.org](http://www.homerglenil.org)

For further information contact:

**Village of Homer Glen**

**708-301-0632**



### Care for the Newly Planted Tree

The transplanting procedure is traumatic to a tree, and many trees will demonstrate symptoms of shock. Symptoms can include withered leaves, dead branches and reduced growth. To help the tree overcome shock, here are some suggestions:

**Watering:** Nothing has a greater impact on new tree survival than adequate watering during the first 2 years following transplant. The tree may die from either too little or too much water. Slow and thorough watering around the tree stem is essential. In normal weather the tree should be watered every 4-7 days. When the weather turns hot and dry, the tree should be watered every 3-4 days.

**Pruning and trimming:** Do to transplant shock it is best to wait first two years after planting to prune the tree, except for structural integrity. This will allow the tree to recover from root loss. The Village will arrange for tree trimming when needed.

**Fertilization:** Do not apply fertilizer. The new tree needs to establish a new root system. Fertilizers contain Nitrogen, which may cause damage to young trees.

**Harmful to trees:** Lawn mowers and string trimmers are a frequent cause of tree injury. Repetitive damage to the trunk of the tree can cause serious problems. The spray from weed killers can cause severe damage to tree foliage. Lawn fertilizers that contain weed killers should not be used in the vicinity of trees.

**Village of Homer Glen**

**708-301-0632**

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# EXHIBIT I