

# City of Neenah

## STREET TREE PLANTING PERMIT

The undersigned resident of the City of Neenah agrees to abide by all policies, procedures and guidelines regarding the tree selection, placement, and planting of street trees as set by the City of Neenah. Street trees are those trees growing on land located between property lines on either side of all public streets, boulevards, etc.

### PLEASE PRINT INFORMATION

NAME:		DATE:	
ADDRESS:			
PHONE NUMBER:		CORNER LOT: [CIRCLE ONE]	YES      NO
NUMBER OF TREES:	LOCATION:		
SPECIES OF TREE(S):			

[CIRCLE ONE]		
YES	NO	Curb and gutter?
YES	NO	Sidewalk present?
YES	NO	Overhead utilities present? If yes, trees must be selected from SMALL tree selection list.

RESIDENT MUST CONTACT DIGGERS HOTLINE PRIOR TO PLANTING ⇒ 1-800-242-8511

The following City policies exist for street tree plantings in order to ensure safe, sound, healthy long living trees. Assistance in tree selection and location is available from the Superintendent of Forestry.

1. **TREE SPECIES:** The University of Wisconsin Extension Booklet: Street Trees for Wisconsin (available upon request) and the City of Neenah’s street tree species list (included) will be used as a guide to the type of trees that may be planted. Coniferous trees are not permitted as street trees. The Superintendent of Forestry must approve any other tree species not included in these lists.
2. **TREE SIZE:** Trees are to be a minimum of 6 feet in height or 1” diameter at 6” above ground.
3. **TREE LOCATION:** Trees shall be planted in the terrace or if no sidewalk is present, within the right-of-way with the following requirements:
  - 40’ from any street corner
  - 10’ from a drive way
  - 20’ from a street light or utility pole
  - 10’ from a fire hydrant
  - 10’ from a gas / water valve
  - Trees shall be planted equal distance between sidewalk or proposed sidewalk and back of curb or proposed curb in coordination with underground utilities.
  - All trees shall be planted in line with each other at a 30’– 50’ spacing.
  - Trees are prohibited in terraces less than 4’ or rights-of-way less than 50’ in width.
  - Shrubs, ground cover, or other plants are prohibited in the terrace area whose growth exceeds 18” in height.

I have read the City of Neenah STREET TREE PLANTING POLICY and hereby agree to its terms.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

PERMIT GRANTED BY: \_\_\_\_\_ DATED: \_\_\_\_\_