

City of Manitowoc  
**STREET TREE PLANTING POLICY**

1. **Purpose:** The City of Manitowoc has ordinances regarding trees in the public right-of-way. In issuing a permit, the City will evaluate the location and ensure a good match between the type of tree and the planting site. For more information about the City's ordinances, see [www.manitowoc.org](http://www.manitowoc.org).

Street trees help make the City of Manitowoc a wonderful place to live by:

- (1) Removing air pollutants that can trigger respiratory illnesses,
- (2) Reducing storm water run-off,
- (3) Providing shade which keeps the city cooler during the summer and reduces energy costs,
- (4) Providing shelter and food for native birds and other wildlife,
- (5) Reducing carbon dioxide emissions that pollute the air, and
- (6) Enhancing the community, which increases property values and makes our community more inviting.

Emphasis should be placed on planting native trees, since these are best adapted to Wisconsin's climate and soils and are the best for our native birds and other animals. The City of Manitowoc encourages the use of native trees and highly recommends them for areas where growing space and soil type are conducive to healthy native tree development. By selecting an assortment of native trees, you can minimize your risk of losing all your trees should disease strike a particular species, and you can help ensure a healthy urban forest.

2. **Tree Species:** A list of suggested street trees is attached. Note the two lists of trees - one is comprised of tree species appropriate for terraces between four to seven feet wide or those with overhead utilities. The other list is comprised of tree species appropriate for terraces seven feet wide or more with no overhead utilities. *Please note that new tree plantings are prohibited in terraces less than four feet wide unless prior approval is given by the Municipal Tree Commission.*
3. **Tree Size:** Large tree species must be a minimum of 2 ½" in diameter. Small tree species must be a minimum of 2" in diameter. Tree diameters shall be measured at 6" above ground level.
4. **Tree Location:** Trees shall be planted in the terrace or if no sidewalk is present, within the right-of-way, with the following guidelines, subject to permit approval. Ideally new trees should be planted at least:
  - (1) 30' from any street corner
  - (2) 10' from a driveway
  - (3) 10' from a gas/water valve
  - (4) 20' from a street light or utility pole
  - (5) 10' from a fire hydrant

Trees should also be planted an equal distance between the sidewalk (or proposed sidewalk) and back of curb (or proposed curb) in coordination with underground utilities.
5. **Planting Distances:** Small tree species should be planted a minimum of 25' apart from one another. Large tree species should be planted a minimum of 40' apart from one another.

6. **Other Planting Considerations:**

Shrubs, ground cover, or other plants whose growth exceeds 18" in height are prohibited in terrace areas less than 4' wide.

*The following brochures are available at the Parks Office to aid you in your tree planting project:*

*Benefits of Trees  
Tree Selection  
Buying High Quality Trees  
Tree Planting Basics  
Trees & Turf  
Avoiding Tree Damage during Construction  
Mature Tree Care  
Recognizing Tree Hazards  
Tree Values*

*Questions can be directed to:*

**City of Manitowoc – Parks & Forestry Division  
2655 S 35<sup>th</sup> St.  
Manitowoc, WI 54220  
E-mail: [forestry@manitowoc.org](mailto:forestry@manitowoc.org)  
Phone: 920-686-3580**

City of Manitowoc  
**Suggested Street Trees**

*Small tree species for use in narrow (4-7') terrace area*

**OR**

*Terrace area with overhead utilities*

<u>Scientific Name</u>	<u>Common Name</u>
Acer Ginnala	Amur Maple
<b>Acer Platanoides 'Globosum'</b>	<b>Globe Norway Maple</b>
Acer Tataricum	Tatarian Maple
<b>Amelanchier Spp.**</b>	<b>Serviceberry</b>
Carpinus Spp.	Hornbeam
<b>Crataegus laevigata 'Superba'</b>	<b>Crimson Cloud English</b>
Maackia Amurensis	Amur Maackia
Malus 'Spring Snow'	Spring Snow Crabapple
<b>Ostrya Virginiana</b>	<b>Ironwood, Hophornbeam</b>
Pyrus Calleryana**	Callery Pear
Syringa Reticulata	Japanese Tree Lilac

**\*Trees in bold print are native to the area or cultivars of native Wisconsin trees. The City of Manitowoc encourages the planting of native trees as they are best adapted to Wisconsin's climate and soils and are also the best trees for our native birds and other animals.**

\*\* Many cultivars exist for these species. Cultivars are used for variety among species and improved performance through characteristics: i.e. shapes, structure, growth habit, insect/disease resistance, absence/persistence of fruit and color.

City of Manitowoc  
**Suggested Street Trees**

*Large tree species for use in wide (7'+) terrace area  
with no overhead utilities.*

<u>Scientific Name</u>	<u>Common Name</u>
<b>Celtis Occidentalis</b>	<b>Hackberry</b>
Corylus Columna	Turkish Filbert (male only)
Gingko Biloba	Gingko (male only)
Phellodendron Amurense	Amur Corktree
<b>Quercus X Warei Long</b>	<b>Regal Prince Columnar Oak</b>
<b>Tilia Cordata</b>	<b>Little Leaf Linden</b>
<b>Tilia Americana cv 'Redmond'</b>	<b>Redmond Linden</b>
<b>Ulmus Americana cv**</b>	<b>American Elm (disease resistant)</b>
<b>Ulmus Americana "Princeton"</b>	<b>Princeton American Elm</b>
<b>Ulmus "Regal"</b>	<b>Regal Elm</b>

*Please note that any tree from the small species list may be planted in wide terrace.*

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Cv - abbreviation for Cultivar

## Trees Not Recommended For Street Tree Planting

- **Coniferous Trees (Such as Cedars, Pine, Spruce, etc.)** - dense crown creates visual obstacle
- **Nut and Fruit Bearing Trees** - potential for litter problem
- **The following specific varieties:**

**Black Ash** (*Fraxinus Nigra*) – subject to Emerald Ash Borer

**Green Ash** (*Fraxinus Pennsylvanica*) – subject to Emerald Ash Borer

**White Ash** (*Fraxinus Americana*) – subject to Emerald Ash Borer

**Paper Birch** (*Betula papyrifera*) - insect problems, weak wood, drought intolerant

**Horse-chestnut, Buckeye** (*Aesculus spp.*) - large nuts create a litter problem

**Catalpa** (*Catalpa speciosa*) - flower, fruit, and leaf litter problems, large root flare

**Eastern Cottonwood** (*Populus deltoides*) – known for the massive release of seed-bearing cotton

**American Elm** (*Ulmus americana*) - subject to Dutch Elm Disease (disease resistant American Elms are now available)

**Siberian Elm** (*Ulmus pumila*) - weak wood, large buttress roots

**Black Locust** (*Robinia psuedoacacia*) - weak wood due to borer problems

**Box Elder Maple** (*Acer negundo*) - weak wood, sprawling crown

**Red Maple** (*Acer rubrum*) - requires acidic and sandy soil, iron chlorosis problems

**Silver Maple** (*Acer saccharinum*) - weak wood, large buttress roots

**Sugar Maple** (*Acer saccharum*) - salt intolerant

**Russian Olive** (*Elaeagnus angustifolia*) - subject to phomopsis blight, sprawling crown

**Black Walnut, Butternut Walnut** (*Juglans spp.*) - large nuts create litter problem

# City of Manitowoc - Parks and Forestry Division

## TREE MAINTENANCE & REMOVAL POLICY

### Purpose:

To provide the citizens of Manitowoc with a realistic and reliable explanation about the status of their tree concern. This may include but is not limited to:

- Health of the tree
- Recommended course of action from the City Forester
- Timeframe of action to be taken
- Possible options for the citizen



### Priority Tiers for Forestry Division:

All citizen concerns regarding trees will be inspected by our City Forester or an appointed DPI staff member with knowledge of trees. (*Watch for a door hanger!*) Each tree will be placed in the appropriate tier by the City Forester. Tiered categories are in order of importance, and are as follows:

- 1) Height Clearance Ordinance Violations Street Trees – street trees that have been struck by traffic or maintenance vehicles or by pedestrians on the sidewalk because they are not complying with the city's height clearance ordinance.
- 2) 4-D Trees – trees that are dead, dying, diseased or dangerous. Trees affecting the sidewalk or sanitary sewer laterals do not fall into this category.
- 3) Public Nuisance or Private Hazard Trees – trees that have been in violation of a city tree ordinance and are on private property but affecting the public right of way or hazardous private property trees. Letters will be sent to these homeowners to correct the violations.
- 4) All Other Trees – Trees that have been requested to be removed or trimmed and do not fall into the other categories.

**Tier #1** trees will be addressed immediately by city staff.

**Tier #2** trees will be placed on a list by city staff for removal or pruning by city staff or the City's contractor based on severity and safety. (*To receive quarterly e-mail confirmations that your tree is on a list for removal, send an e-mail to [forestry@manitowoc.org](mailto:forestry@manitowoc.org) along with your property address or parcel number.*)

**Tier #3** trees will be dealt with individually depending on severity and safety, but will normally be addressed by the home owners

**Tier #4** trees will be noted by the City Forester, but will not be scheduled for any type of maintenance performed by the city.

Property owners with street trees that fall into tier 2 or 4 and would like to remove the street tree themselves or by using a contractor may apply for a Street Tree Removal Permit.

### Street Tree Removal Permit Guidelines

1. Permission: Removal of a City street tree will be subject to City Forester inspection. The City Forester or his/her designee will evaluate each tree to determine whether the removal request is warranted.
2. Criteria: Removal permits are required if the tree will be removed by a private contractor, the property owner, or other individuals not affiliated with the City of Manitowoc forestry staff. One (1) of the following conditions must be present in order for a removal permit to be granted:
  - a. Tree is dead, dying, diseased, or dangerous (a.k.a. a 4-D tree)
  - b. Tree is an undesirable species according to the Street Tree Planting Policy, or

- c. Tree is located in conflict with existing or proposed driveway, sidewalk, street, or utility construction or is otherwise inappropriate for this location as determined by the Forester.

In the case of roots in the sewer, removing the tree does not solve the problem, since the problem is a faulty pipe. If the pipe is to be replaced and the tree location presents a problem, the tree may be removed at the Forester's discretion.

If you believe a street tree is a 4-D tree and would like the city's forestry staff to remove the tree as time permits, please contact the Parks Office.

3. Permit Fee / Replacement Trees: The permit fee for removing a street tree is \$50 and will be invoiced to the property owner on the seventh month after the permit is approved if the tree is not replaced with a tree on the Parks Division's approved list of suggested street trees. This fee will be waived if the property owner can provide proof (by photo, video, etc.) within 180 days of the Street Tree Removal Permit approval that a new street tree from the approved list of suggested street trees has been planted. Property owners who wish to plant a tree in the terrace area, must complete a Street Tree Planting Permit. New trees must be a minimum of 2" in diameter and be on the approved list of suggested street trees in order to have the Street Tree Removal Permit fee waived. Permit applications and the Street Tree Planting Policy (with the approved list of suggested street trees) can be found online at [www.manitowoc.org](http://www.manitowoc.org).
4. Cost of Removal: The cost of removing a street tree shall be borne by the City if the tree falls into Tier 1 or 2 under the City's Tree Maintenance & Removal Priority Policy. Whereas the cost of stump removal shall be borne by the abutting property owner. The cost for replacement trees is also borne by the abutting property owner. Property owners must apply for a Street Tree Planting Permit prior to placing new street trees.
5. Notice of Removal: Property owners must notify the City of Manitowoc Parks Division of a permitted removal a minimum of three (3) business days in advance. Permits expire 90 days after date issued.
6. Documentation: If you are requesting a removal of the tree because of a sidewalk problem or other circumstance, please have proper documentation to support the request. Photos are helpful.
7. Appeal from the Determinations or Orders: Any person who receives a determination or order from the City Forester and objects to all or any part thereof may appeal to the Municipal Tree Commission within seven (7) days as per ordinance 8.19(16).
8. Liability Release: Any person who is granted a Street Tree Removal/Trimming Permit and all their heirs, executors, administrators, assigns and agents agree to hold the City of Manitowoc, its employees, and agents harmless for any and all damages or personal injury claims occurring in connection with the above grant of permit. Further, any rights to any claims, demands, rights of causes of action, present or future, whether known, anticipated or unanticipated, resulting from or arising out of the removal of the tree(s) by the person granted the permit, their assigns or agents is hereby waived. The permittee assumes any and all risks, which may arise out of or related to his/her actions.

#### **Trimming of Street Trees by Others**

Minor trimming/pruning of street trees by property owners or their contractor is allowed. Property owners should submit a tree removal permit to remove the tree if more than 25% of the tree needs to be trimmed, as it may cause premature death of the tree.