

**2024  
Parkway  
Tree  
Replacement  
Program**

*The Village of Romeoville is dedicated to providing a foundation which enhances the quality of life throughout the community. As part of this mission, the Village strives to maintain the character of its family-friendly neighborhoods. This can be achieved in part by establishing and maintaining a network of tree-lined residential streets.*

*This program is intended to assist residents who wish to have trees planted in the parkway in front of their homes where the trees do not currently exist or where the trees are in poor condition. It does not apply to commercial or common areas in the subdivision.*

*Please submit applications for Spring planting by May 10 and for Fall planting by September 10.*



### **Tree Planting**

The planting of trees on public right-of-way in Romeoville is regulated by the Department of Public Works. In an effort to promote tree planting, the Village has implemented a Cooperative Cost Sharing Program.

### **Cooperative Cost Share Program**

The Village will offer a cost-share program to residents who wish to have trees planted in the parkway fronting their property where none previously existed. The Village contributes \$75.00 towards the purchase of each tree, and the \$75.00 is already deducted from the final price of each tree as listed in the order form. Residents may choose from a variety of approved trees. Trees must be purchased from Village's designated landscaper. Residents who are interested must submit an application to the Department of Public Works.

### **Planting Guidelines**

- Trees can be placed within the parkway. If a tree cannot be planted in the parkway due to the Village requirements, the Village will review a location within the front yard.
- Trees will be a minimum of two and one-half (2.5) inches in caliper and approximately eight (8) feet in height.
- Residents may suggest locations for the trees, but locations will be reviewed for suitability and to avoid utility conflicts.
- The property owner must agree to the Maintenance Program outlined in this packet.
- Once a tree is planted on the Village right-of-way, it becomes the property of the Village. The Village is responsible only for the pruning and removal of parkway trees.
- Trees will have a one-year warranty.
- Type of trees allowed will be based on a mixture of tree species within the immediate area and appropriateness for the area. In order to prevent the spread of disease (such as Dutch Elm Disease), no more than five (5) of the same species of a tree may be located in a row.
- The determination of program participation and time of planting will be based on the following criteria:
  - *Time of Official Contact:* Trees will be approved on a first come, first served basis in terms of the Village's receipt of the application and approval of such application except as described below.
  - *Need:* One of the Village's goals is to strive for an equitable distribution of mature and newly planted trees throughout the Village. If there are neighborhoods where the Village feels the overall need is greater, these requests will be given priority.
  - *Budget:* Amount of Village funds available for the program will dictate the number of trees available.
  - *Previous Requests:* First-time requests will receive priority.

## Location of Parkway Trees

The Village of Romeoville strives to have parkway trees planted in all parkways that have sufficient width to accommodate them, in accordance with the following guidelines and may vary based on specific site conditions.

Parkway trees shall be planted a minimum of 30 feet apart, but not more than 50 feet apart whenever possible, and shall have a minimum trunk diameter of two and one-half inches (2.5) inches measured six (6) inches above ground level.

### Parkway trees shall be sited as follows:

- At least twenty-four (24) inches back from the back of the curb
- At least 10 feet from any utility pole (If a tree is to be planted below a utility line, the tree must be carefully selected so that it will not interfere with the line. In this situation, an ornamental tree - which does not bear fruit - may be selected.)
- At least 10 feet from a utility structure
- At least 5 feet from a fire hydrant
- At least 8 feet from an underground utility line
- At least 15 feet of a stop sign or other street signage
- At least 5 feet from a residential driveway
- At least 2 feet from a residential walkway or sidewalk
- Outside the vision triangle for corner lots

## Selection of Trees

All parkway trees must be selected from the approved list and be purchased from the Village's designated landscaper.

## Application Process

The program is offered in the Spring and Fall seasons.

**Spring Planting:** *Please submit applications by May 10th and payment by May 14th.*

**Fall Planting:** *Please submit applications by September 10th and payment by September 13th.*



# MAINTENANCE PROGRAM

## Maintenance of Trees

The homeowner shall be responsible for maintenance of the parkway tree(s). This includes watering the tree(s), fertilizing the tree(s), and periodic inspections for insects and disease.

### General

Newly planted trees, shrubs and other plants require special maintenance for three (3) growing seasons following planting. All maintenance practices shall follow approved arboricultural standards.

### Watering

Ample soil moisture shall be maintained following planting. A thorough watering once in five (5) to ten (10) days, depending on soil type and drainage provisions, is essential during the growing season. After the initial watering, it is the resident's responsibility to maintain watering.

### Fertilization

Adequate quantities of the essential nutrient elements should be available after new root growth starts. However, provision of good drainage and adequate moisture of the backfill, or the soil ball on balled plants, is more important than fertilization immediately following planting.

### Insect and Disease Control

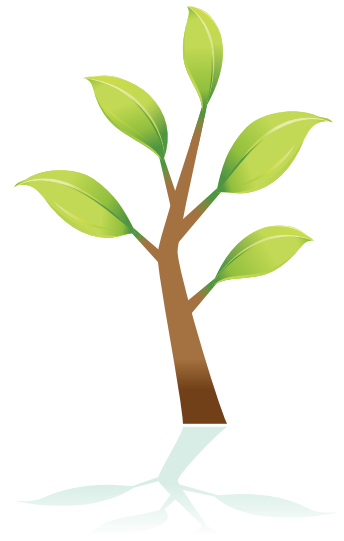
Thorough inspections shall be made to determine when measures for the control of insects and diseases shall be taken. Plants are in a weakened condition following transplanting and are more susceptible to insects and disease, especially borers, than are in vigorously growing trees. In the event that insects or disease are discovered, the homeowner shall contact the Department of Public Works for guidance.

## Tree Pruning

The Village of Romeoville Department of Public Works provides maintenance of all parkway trees as it pertains to pruning and removal. This includes pruning to remove deadwood and branches affected by disease or insects, to promote a sound tree by removing weakly attached and broken branches, as well as limbs that conflict with each other, to allow for the clear flow of pedestrian and vehicular traffic, to "train" the tree to promote growth which will not conflict with the site. Village crews strive to preserve the natural shape of the tree by using "thinning" cuts when pruning. A thinning cut removes a branch at its point of origin, or shortens a branch to a lateral large enough to assume a terminal role.

## Tree Removal

Tree removal occurs when a tree is dead or dying, a tree is considered irreparably hazardous, a tree is causing an obstruction that is impossible to correct through pruning, a tree is crowding and causing harm to other trees, a tree is causing damage to infrastructure such as sidewalks, or to allow for new construction.



# 2024 VILLAGE OF ROMEOVILLE PARKWAY TREE PROGRAM APPLICATION AND ORDER FORM

## RESIDENT INFORMATION

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

Name: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Will tree be located in the parkway? ☐ Yes ☐ No

Will tree be located in the front yard? ☐ Yes ☐ No

*(This will only be approved if parkway does not meet requirements.)*

Does Parkway tree request meet guidelines? ☐ Yes ☐ No

Parkway tree does not meet guidelines, although review of application and variance are requested. ☐

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Tree Options

Trees are prohibited in parkways less than four (4) feet wide. In parkways between four (4) feet and six (6) feet wide, the Village may prohibit trees if they conflict with underground utility lines.

*In parkways between four (4) feet and six (6) feet wide trees shall be limited to the following species. Trees are recommended to be placed in front yards in these locations. Choose species and caliper of tree trunk (2.5" or 3"). The costs below reflect the \$75 cost share with the village.*

| Common Name                       | Botanical Name   | Cost: 2.5" caliper | No. of Trees | Cost: 3" caliper | No. of Trees |
|-----------------------------------|------------------|--------------------|--------------|------------------|--------------|
| Norway Maple                      | Acer platanoides | \$405              |              | \$476            |              |
| Red Maple                         | Acer rubrum      | \$405              |              | \$476            |              |
| Ginko (male) Aka. Maidenhair Tree | Ginko biloba     | \$665              |              | \$723            |              |
| American Linden Aka. Basswood     | Tilia americana  | \$405              |              | \$476            |              |



# 2024 VILLAGE OF ROMEOVILLE PARKWAY TREE PROGRAM APPLICATION AND ORDER FORM

*In parkways greater than six (6) feet wide trees, choose species and caliper of tree trunk (2.5" or 3").  
The costs below reflect the \$75 cost share with the village.*

| Common Name                       | Botanical Name     | Cost:<br>2.5" caliper | No. of<br>Trees | Cost:<br>3" caliper | No. of<br>Trees |
|-----------------------------------|--------------------|-----------------------|-----------------|---------------------|-----------------|
| Ginko (male) Aka. Maidenhair Tree | Ginko biloba       | \$665                 |                 | \$723               |                 |
| Smoothleaf Elm                    | Ulmus carpinifolia | \$405                 |                 | \$476               |                 |
| American Linden Aka. Basswood     | Tilia americana    | \$405                 |                 | \$476               |                 |
| Littleleaf Linden                 | Tilia cordata      | \$405                 |                 | \$476               |                 |
| Silver Linden                     | Tilia tomentosa    | \$405                 |                 | \$476               |                 |
| Norway Maple                      | Acer platanoides   | \$405                 |                 | \$476               |                 |
| Red Maple                         | Acer rubrum        | \$405                 |                 | \$476               |                 |
| Sugar Maple                       | Acer saccharum     | \$491                 |                 | \$550               |                 |
| Red Oak (Spring planting ONLY)    | Quercus rubra      | \$578                 |                 | \$608               |                 |

Total Due: \$ \_\_\_\_\_

*Please submit applications and payments for Spring planting by May 10 and for Fall planting by September 10. After completing the form, please return it to the Public Works Department, 615 Anderson Drive, Romeoville, IL 60446, Phone: (815) 886-1870. Once application is received, Public Works will do a site visit and mark the approved location of the tree. Resident will be contacted when application is approved at which time payment must be made. **Payment must be received by May 14th for Spring planting and by September 13th for Fall planting to be included in the planting schedule.***

## FOLLOWING INFORMATION TO BE COMPLETED BY THE VILLAGE OF ROMEOVILLE

Permit to plant tree(s) on said public property has been: ☐ GRANTED ☐ DENIED

If permit has been denied, state reason: \_\_\_\_\_

Date Payment Received: \_\_\_\_\_ Amount: \_\_\_\_\_ ☐ CASH ☐ CHECK ☐ CHARGE

Permit #: \_\_\_\_\_ Issued By: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date application forwarded to landscaper: \_\_\_\_\_ Initials: \_\_\_\_\_

Date landscaper installed: \_\_\_\_\_ Invoice #: \_\_\_\_\_