



City of Norwalk, Ohio

### Request to Remove/Trim/Plant on City Property at Applicant's Expense

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Request to                      Plant                      Trim                      Remove

Location \_\_\_\_\_

Reason for Request:

Species to be planted (if applicable): \_\_\_\_\_

*Any tree selected must be listed on the current Street Tree List and meet all requirements based therein. Planting specifications as adopted by the Norwalk Tree Board must be met. Placement must be in compliance with Norwalk Codified Ordinance Chapter 943 (see attached).*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**943.21 RESTRICTIONS ON PLANTING AND REMOVAL OF PUBLIC TREES.**

(a) No person shall plant any tree, shrub, bush and any other woody vegetation on land lying between the paved edge of all streets, avenues or ways within the City and the adjacent sidewalk, and any tree, shrub, bush and any other woody vegetation lying within the right-of-way of all streets, avenues or ways within the City, or within public parks or other areas owned by the City, without the prior written approval of the Safety/Service Director.

(b) No person shall prune or remove any tree, shrub, bush and any other woody vegetation on land lying between the paved edge of all streets, avenues or ways within the City and the adjacent sidewalk, and any tree, shrub, bush and any other woody vegetation lying within the right-of-way of all streets, avenues or ways within the City, or within public parks or other areas owned by the City, without the prior written approval of the Safety/Service Director.  
(Ord. 2013-034. Passed 6-18-13.)

**943.99 PENALTY.**

Any person violating any provision of this Chapter shall be, upon conviction or a plea of guilty or no contest, subject to a fine not to exceed one hundred fifty dollars (\$150.00).  
(Ord. 2013-034. Passed 6-18-13.)

**FOR INTERNAL USE ONLY**

Rec'd Date: \_\_\_\_\_ Rec'd by: \_\_\_\_\_

Approved                       Denied

Dept. Notes:

\_\_\_\_\_  
Safety/Service Director                      Date

**STREET TREE SPECIES**  
**For Planting on City Tree Lawn**  
 Approved November 18, 2014

**Small Matures Less Than 30'** – for use under power lines

- American Hornbeam
- American Smoketree – single stem
- Canada Cherry
- Profusion Crab - Malus 'Profusion'
- Sugar Time Crab - Malus
- Crusader Thornless Hawthorne - Crataegus c. inermis 'Cruzam'–
- Forest Pansy
- Red Bud – single stem
- Kousa Dogwood - Cornus kousa
- Lilac Ivory Silk – Syringa Tree
- Maackia Amurensis
- Flame Amur Maple - Acer ginnala 'Flame'
- Hedge Maple - Acer campestre
- Paperbark Maple - Acer Griseum
- Tatarian Maple - Acer Tataricum
- Serviceberry – single stem
- White fringetree
- Other trees as proposed and approved by the City Tree Board

**Chart for determining appropriate placement of tree of boulevard:**

	<b>ODNR Guidelines</b>	<b>Norwalk Ordinances - required</b>
<b>Side Clearance</b>	20'	Not addressed
<b>Distance between trees</b>	30'	30'
<b>Curb/Sidewalk distance</b>		2'
<b>Street corner distance/Intersection</b>	35'	35'
<b>Fire Hydrant</b>		10'
<b>Utilities</b>	10' from visible	N/A for small trees
<b>Size of Tree Lawn</b>	4-6'	Not addressed
<b>Driveway clearance</b>	10'	Not addressed

## **Tree Planting Specifications City of Norwalk**

1. If not readily apparent, locate the **root flare** by removing twine, burlap and excess soil. It is necessary to distinguish between the root flare and the graft union for proper planting. Often, the graft union is mistaken for the actual root flare due to the similar curvature.
2. Dig tree hole at least two times wider than the tree ball, with sides sloped to an unexcavated or firm base. **Dig hole to a depth so the located root flare, at the first lateral root, will be at finished grade.**
3. Remove all twine from the root ball. If present, remove and discard at least the top one half of the wire basket. Burlap shall be removed from the top to a point halfway down the root ball and discarded.
4. Prune off any secondary/adventitious, girdling, and potential girdling roots.
5. Backfill planting hole with existing unamended soil and water thoroughly.
6. Mulch the entire planting surface no less than 2” deep and no more than 3” deep, **leaving 3” adjacent to the tree trunk free of mulch.**

## Distinguishing Between the Graft Union and the Root Flare

The root flare has curvature on several sides around the base. The graft union only curves out in one place.



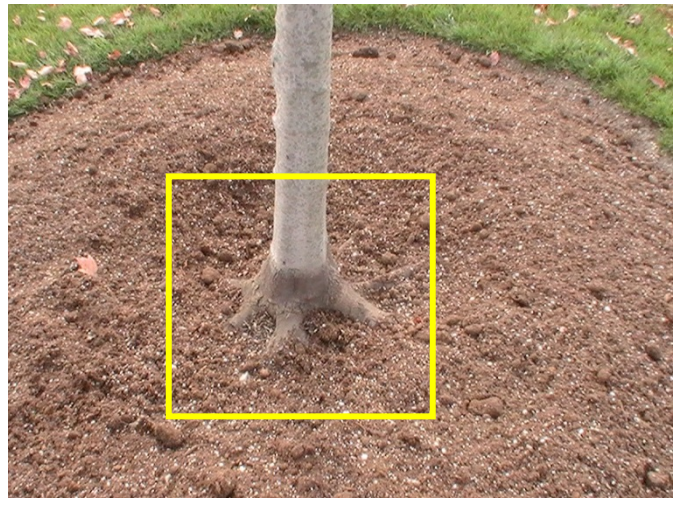
Planted too deep – “telephone pole”



Planted at level of graft union



Root flare below grade



Correctly planted with root flare at grade level

## **APPLICABLE SECTIONS OF NORWALK CODIFIED ORDINANCE CHAPTER 943 TREES**

### **943.08 PUBLIC TREE SPECIES TO BE PLANTED.**

A list of the official public tree species shall be compiled and updated by the City Tree Board, and shall be made available in the office of the Safety/Service Director. The list shall divide the applicable species into three categories, by average height:

- (a) Small trees that are less than thirty feet;
- (b) Medium trees that are from thirty to forty-five feet; and
- (c) Large trees that are over forty-five feet.

(Ord. 2013-034. Passed 6-18-13.)

### **943.09 SPACING.**

(a) The spacing of street trees will be in accordance with the three species size classes listed in Section 943.08, and no trees may be planted closer together than the following:

- (1) Small Trees, thirty feet;
- (2) Medium Trees, forty feet;
- (3) Large Trees, forty feet.

(b) Special plantings in deviation of the foregoing, designed by a landscape architect, may be approved by the City Tree Board.

(Ord. 2013-034. Passed 6-18-13.)

### **943.10 DISTANCE FROM CURB AND SIDEWALK.**

(a) The distance trees may be planted from curbs or curblines and sidewalks will be in accordance with the three species size classes listed in Section 943.08, and no trees may be placed closer to any curb or sidewalk than the following:

- (1) Small trees, two feet;
- (2) Medium Trees, three feet;
- (3) Large Trees, four feet.

(b) Exceptions for narrower spaces may be approved by the City Tree Board.

(Ord. 2013-034. Passed 6-18-13.)

### **943.11 DISTANCE FROM STREET CORNERS AND FIREPLUGS.**

No Street Tree shall be planted closer than thirty-five feet of any street corner, measured from the point of nearest intersecting curbs or curblines. No Street Tree shall be planted closer than ten feet of any fireplug.

(Ord. 2013-034. Passed 6-18-13.)

### **943.12 UTILITIES.**

No street tree other than those species listed as Small Trees in Section 943.08 may be planted over, under or within 10 lateral feet of any overhead utility wire, sewer line, transmission line or other utility. (Ord. 2013-034. Passed 6-18-13.)

### **943.14 TREE TOPPING.**

It shall be unlawful as a normal practice for any person, firm, or City Department to top any public tree. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees that are severely damaged by storms or other causes, or certain trees where other pruning practices are impractical, may be exempted from this chapter at the determination of the City Tree Board.

(Ord. 2013-034. Passed 6-18-13.)

#### 943.17 REMOVAL OF STUMPS.

Except as otherwise approved by the Safety/Service Director all stumps of public trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

(Ord. 2013-034. Passed 6-18-13.)

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