



**PLANTING, MAINTENANCE AND REMOVAL OF TREES AND SHRUBS
PERMIT APPLICATION**

No person, except upon order of the Village Forester, shall plant or remove, or do major alterations as determined by the Forester on a tree or shrub in the public right-of-way, terrace area or any public area or cause such act to be done by others without first obtaining a written permit for such work. There will be no charge for this permit.

The following steps are required in order to plant or remove a tree within the public right-of-way, terrace area or any public area:

1. Review the reverse side of this application.
2. Mark the area where the tree is to be planted or removed.
3. Call Diggers Hotline by dialing 811.
4. Return this completed application to the Village Hall, 335 Galena Street.

APPLICANT INFORMATION

Applicant Name: _____ Date: _____

Property Address (or nearest address): _____

Mailing Address: _____

City: _____ State: ____ Zip: _____

Telephone: _____ Fax: _____ E-mail: _____

CONTRACTOR INFORMATION (who is doing the work)

Contractor Name: _____

Mailing Address: _____ City: _____ State: ____ Zip: _____

Telephone: _____ Fax: _____ E-mail: _____

Ownership (Please Check): Individual Trust Partnership Corporation Other (specify): _____

WORK INFORMATION

Request to: Plant Remove Other: _____

Species of Tree(s) To Be Planted or Removed: _____

Briefly describe what work is to be done:

If planting a tree(s), it is understood that at some future date the tree(s) may be removed for street or utility construction, repair, or safety reasons. The Village of Prairie du Sac will not be held responsible for any damages sustained during street cleaning, snow operations or other Village activity. The applicant is responsible for the care and maintenance of the tree(s) covered by this permit.

Applicant's Signature: _____ Date: _____

Permit is Approved Denied Date: _____ (Expires six months from this date.)

Village Forester Signature: _____

Comments/Conditions: _____

SEC. 4-4-6

PLANTING OF TREES AND SHRUBS.

- (a) PLANTING.
 - (1) The size and genus, species and variety of trees and shrubs to be planted in public areas and boulevards and the manner of planting shall be submitted to the Village Forester for approval before commencement of such work. The permit application process is required in Section 4-4-5.
 - (2) There shall be a minimum distance of sixteen (16) feet and a recommended distance of twenty-five (25) to fifty (50) feet between terrace area trees depending upon the size of tree and other factors. Terrace trees shall be planted equal distance between the sidewalk or proposed sidewalk and back of the curb or proposed back of curb. In terrace areas less than three feet wide planting will not be permitted.
 - (3) Pine or fir trees shall not be planted in a terrace area.
- (b) UNLAWFULLY PLANTED TREES. Trees, plants or shrubs planted within any terrace or planting easement without the authorization and approval of the Forester may be removed. The Forester shall notify the abutting owner in writing, listing the unlawfully planted trees, plants or shrubs, ordering their removal, and establishing a reasonable time within which such removal shall be accomplished. In the event that removal is not to be accomplished within the time specified, the Village may remove such trees, plants or shrubs and assess the costs thereof to the owner.
- (c) FRAMES. Any person, adjacent to whose land any shade or ornamental tree or shrub is growing in any street, may, for the purpose of protecting such tree or shrub, surround the same with a suitable box or frame for protection, but all such work shall be performed under the supervision and direction of the Village Forester.

SEC. 4-4-7

PLANTING OF CERTAIN SPECIES RESTRICTED.

- (a) COTTONWOOD AND BOX ELDER TREES PROHIBITED. No person shall plant or maintain within the Village any female tree of the species Populus Deltoides, commonly called the "Cottonwood," or any tree commonly called the seed-bearing Box Elder or Acer Negundo, which may now or hereafter become infested with Box Elder bugs, and such trees are hereby declared a nuisance. Any person having any such trees on his/her premises shall cause the same to be removed. If any owner shall fail to remove any such tree within thirty (30) days after receiving written notice from the Village Forester, the Village Forester shall cause the removal of such tree and report the full cost thereof to the Village Administrator who shall place such charge upon the next tax roll as a special charge against the premises.
- (b) PLANTING OF CERTAIN TREES RESTRICTED. No person shall hereafter plant any Catalpa, Chinese Elm, White Poplar, Lombardy Poplar, or any fruit or nut tree in or upon any public street, parkway, boulevard or other public place within the Village unless the person shall first secure written permission from the Village Forester, who shall not approve any such planting if in his/her opinion said tree will constitute a nuisance to the public or adjoining property owners or interfere with the safety of the public or the operation of any sewer or water system. The Village Forester shall cause the removal of any tree planted in violation of this subsection pursuant to provisions established in 4-4-10.

SEC. 4-4-8

TRIMMING/PRUNING.

- (a) Trees and shrubs standing in or upon any boulevard, public areas, terrace areas, or upon any private premises adjacent to any public right-of-way or public areas shall be kept trimmed so that the lowest branches projecting over the public street or alley provide a clearance of not less than fourteen (14) feet. The Village Forester may waive the provisions of this Section for newly planted trees if the Village Forester determines that they do not interfere with public travel, obstruct the light of any street light or endanger public safety.
- (b) The necessity of the pruning shall be determined by the Village Forester.
- (c) Clearance from sidewalk to lower branches shall not be less than ten (10) feet. All trees standing upon private property in the Village, the branches of which extend over the line of the street, shall be trimmed so that no branch shall grow or hang over the line of the sidewalk lower than ten (10) feet above the level of the sidewalk. No tree shall be permitted to grow in such a manner as to obstruct the proper diffusion of light from any public lamp.

Invasive Tree and Shrub Species

The following tree/shrub species are listed as invasive or regulated species under the Wisconsin Department of Natural Resources Invasive Species Rule – NR 40 (Wis. Admn. Code ch. NR 40).

The species included in this list are not to be planted.

Amur honeysuckle (<i>Lonicera maackii</i>)	Black alder (<i>Alnus glutinosa</i>)
Tree-of-heaven (<i>Ailanthus altissima</i>)	White Mulberry (<i>Morus alba</i>)
Common buckthorn (<i>Rhamnus cathartica</i>)	White poplar (<i>Populus alba</i>)
Sawtooth Oak (<i>Quercus acutissima</i>)	Black locust (<i>Robinia pseudoacacia</i>)
Princess Tree (<i>Paulownia tomentosa</i>)	Siberian elm (<i>Ulmus pumila</i>)
Amur cork tree (<i>Phellodendron amurense</i>)	Japanese barberry (<i>Berberis thunbergii</i>)
Common barberry (<i>Berberis vulgaris</i>)	Siberian peashrub (<i>Caragana arborescens</i>)
Himalayan blackberry (<i>Rubus armeniacus</i>)	Burning bush (<i>Euonymus alatus</i>)
Amur Maple (<i>Acer tataricum</i> subsp. <i>ginnala</i>)	Rose acacia (<i>Robinia hispida</i>)

Species also prohibited by the Village

Cottonwood (*Populus Deltoides*, female)

Box Elder (*Acer Negundo*, seed bearing)

Recommended Tree/Shrub Species for Private Property, but not limited to

<u>Small Trees</u>	<u>Medium Trees</u>	<u>Large Trees</u>
Eastern redbud (<i>Cercis Canadensis</i>)	River Birch (<i>Betula nigra</i>)	Red Maple (<i>Acer rubrum</i>)
Chokecherry (<i>Prunus virginiana</i>)		Northern Catalpa (<i>Catalpa speciosa</i>)
Corneliancherry dogwood (<i>Cornus mas</i>)		Common Hackberry (<i>Celtis occidentalis</i>)
		Thornless Honeylocust (<i>Gleditsia triacanthos</i> var. <i>inermis</i>)
		Columnar Swedish aspen (<i>Populus tremula</i> 'Erecta')
		White Oak (<i>Quercus alba</i>)
		Red Oak (<i>Quercus rubra</i>)
		Redmond linden (<i>Tilia americana</i>)
		'Frontier' Hybrid Elm (<i>Ulmus carpinifolia</i> x <i>parvifolia</i>)
		Ginkgo (<i>Ginkgo biloba</i>)
		Kentucky coffeetree (<i>Gymnocladus dioicus</i>)

Street Right-of-Way, Street Terrace, Parkway, Boulevard or Other Public Place

Trees, plants or shrubs planted within any terrace, parkway, boulevard or other public property without the authorization and approval of the Village Forester may be removed. Permit applications can be obtained at the Village Hall or on the Village's website.

No person shall plant any Catalpa, Chinese Elm, White Poplar, Lombardy Poplar, or any fruit or nut tree in or upon any public street, parkway, boulevard or other public place within the Village unless the person shall first secure written permission from the Village Forester, who shall not approve any such planting if in his/her opinion said tree will constitute a nuisance to the public or adjoining property owners or interfere with the safety of the public or the operation of any sewer or water system. The Village Forester shall cause the removal of any tree planted in violation.

New street trees shall be:

10 feet from

- **Intersecting driveway**
- **Walkway**
- **Fire hydrant**
- **Back of street sign**
- **Sewer or water lateral**

25 feet from

- **Streetlight**
- **Front of street sign**
- **Right of way of an intersecting local street**

50 feet from

- **Right of way of an intersecting arterial or collector street**