

June 8, 2017

Re: Ash Trees Growing in the City Right-of-Way

Dear Resident:

The City of Webster Groves is removing ash trees growing in the City right of way due to the presence of the Emerald Ash Borer insect that has been found in the St. Louis metropolitan area and in Webster Groves. It is imperative that either removal of the tree or chemical treatment be performed prior to the infestation of this insect in the ash tree. Although chemical treatment is possible, the cost for treating the City's ash trees has been determined to be cost prohibitive. It is not known how many years the treatment will need to be performed and the effectiveness of such treatment. Once infected, the tree will begin to die and become brittle and very dangerous to remove.

You are receiving this notice because of the ash tree(s) located adjacent to your residence is/are scheduled for removal. The following choices are being offered to you:

1) Ash Tree Treatment Plan You may elect to treat the Ash tree(s), at your expense, located in the City right of way adjacent to your residence. Included in this packet, is information regarding possible treatment of trees by the property owner under certain conditions should they wish to try and save the City tree adjacent to their property. If you believe the City Ash tree meets the conditions that would allow for treatment and wish to fund the cost of the treatment please submit your written request on or before **June 30, 2017**. Please see Attachment A "Webster Groves Policy on Treatment of Ash Trees".

2) City To Remove Tree If you do not elect to treat the Ash trees(s), the City will remove the tree(s) **after June 30, 2017**, at the City's expense. The stump will be removed; the area will be restored (soil, seed and straw).

3) Tree Replacement Program The City will remove the ash tree(s) at the City's expense. The City is offering a Tree Replacement Program for property owners who wish to participate. This proposed cost sharing tree replacement program between the City and the property owner will provide for a replacement tree on private property. The City of Webster Groves Residential Tree Replacement Program Policy and Procedures is included for reference. Should you wish to participate in the program, information of the program and an application is included in this packet. This information can also be found on the City's website: www.webstergroves.org. Please respond on or before **June 30, 2017** if you select this option. Please see Attachment B "Residential Street Tree Program Application".

Please send your submission to: Todd Rehg, Assistant Director of Public Works, by email to rehgt@webstergroves.org, or by mail to City of Webster Groves, 4 E. Lockwood Avenue, Webster Groves, MO 63119 or submit in person. For questions, please call 314-963-5312.

Sincerely,

Paul E. Verheyen, P.E.
Director of Public Works

Enclosures

CITY OF WEBSTER GROVES POLICY ON TREATMENT OF ASH TREES

Treatment of City owned ash trees by private property owners abutting the public right-of-way where an ash tree is located, will be considered only if the following criteria is met:

- Ash tree is in good or excellent condition as deemed by the City’s Arborist
- Tree has a Diameter at Breast Height (DBH) of 18” or greater
- Tree is not under or over a utility line
- Tree is not negatively impacting a sidewalk, driveway or curb
- Tree is not planted in the sight distance triangle at an intersection
- Tree is not considered a nuisance considering other criteria

Should the property owner decide to treat an ash tree on City Right-of-Way abutting his property, the owner must submit a request in writing, to the City **by June 30, 2017** that he/she intends on hiring a tree service professional, at the property owner’s expense, that is capable of injecting the tree with the appropriate chemicals on the required periodic schedule. The City will determine if the tree is a candidate to be treated based on the criteria listed above. Should the tree meet the requirements as determined by the City, after notification of said determination, the property owner shall contract the tree service professional within 30 days and have the tree treated for the Emerald Ash Borer with the required biological treatment. It should be noted that trees are not to be injected before the ash trees are finished blooming so that it lowers the risk to pollinators. Subsequent to the treatment, a copy of the paid receipt shall be submitted to the City.

The City will require a paid receipt of treatment at the appropriate subsequent intervals as recommended based on the chemical utilized for the prevention of infestation by the Emerald Ash Borer. City staff will re-inspect the tree for condition after each treatment to ensure the viability and vitality of the tree. Should the tree show any signs of decline, the City shall immediately remove said tree.

Information regarding the treatment of ash trees due to the Emerald Ash Borer can be found online at <http://www.dcnr.state.pa.us/forestry/insectsdisease/eab/index.htm>. The City of Webster Groves is treating several trees in the public parks with a biological treatment called “TreeAzin” and this is the suggested treatment of trees approved. This product is more eco-friendly than many other products.

Submitting your information below will indicate your intention to hire a tree service, at your expense, for ash tree treatment.

Date: _____
Property Owner(s): _____
Property Address: _____
Property Owner Address: _____
Email Address: _____
Daytime Phone No: _____

**CITY OF WEBSTER GROVES
RESIDENTIAL TREE REPLACEMENT PROGRAM APPLICATION**

Date: _____
Property Owner(s): _____
Property Address: _____
Property Owner Address: _____
Email Address: _____
Daytime Phone No: _____

SPACE REQUIREMENTS

The Owner MUST be certain adequate space exists before submitting application. New tree location(s) should be at least 5 feet from recently removed trees. All trees must be planted in an acceptable space, and are subject to review and approval. Please see the Policy and Procedures “Attachment C” document for a full description of acceptable space. At a minimum, the following criteria shall be met:

1. Trees shall not be planted with twenty five (25) feet of street lights.
2. Trees shall not be planted within ten (10) feet of street inlets or manholes.
3. Trees shall not be planted within thirty (30) feet of an existing tree.
4. No trees shall be planted directly underneath overhead utility lines.
5. No trees shall be planted within the sight triangle at an intersection that at maturity, will obstruct the vision of vehicular traffic at the intersection. All plantings shall comply with the St. Louis County Highways and Traffic sight distance requirements. Clearance over sidewalk and street pavement of lower branches shall comply with City Code requirements.

Tree Choices

All trees must be chosen from the Tree Guide included in the application packet. The City cannot guarantee the availability of a particular tree species. If you do not fill in three choices, then substitutions may be chosen for you. Please use the accompanying materials and consider site/soil conditions when making your top three choices. If you are requesting multiple trees, please make a note regarding your preferences.

Choice #1: _____

Choice #2: _____

Choice #3: _____

Comments: _____

I/we understand that in order to prevent over planting of one species in a given area, the City will determine if the species I/we have chosen is appropriate. If the City determines that the species chosen is not appropriate or unavailable, the second or third choice will be provided.

I/we have read, and fully understand, the City of Webster Groves Residential Tree Program Policy and Procedures, and agree to provide proper tree care as detailed in the Tree Guide.

Printed Name

Printed Name

Signature

Signature

Date: _____

Date: _____

INSTRUCTIONS:

1. Complete the application
2. Submit payment to the City of Webster Groves in the amount of \$150 per tree. If it is determined that a tree cannot be planted in available space, the payment will be returned to you.
3. Mail completed application, and payment before January 31st for Spring Planting (April 1 – May 31), or before August 31st for the Winter planting (November 1 – January 31) to:

City of Webster Groves
 Department of Public Works
 Residential Tree Program
 4 E Lockwood Avenue
 Webster Groves, MO 63119
 314-963-5312
 Fax 314-963-5399

WEBSTER GROVES APPROVED REPLACEMENT TREE LIST

SMALL TREES (<30 Feet)

Scientific Name	Common Name	Cultivars
Aesculus pavia	Red Buckeye	
Amelanchier arborea*	Serviceberry	Autumn Brilliance; Robin Hill
Cersis Canadensis	Eastern Redbud	Appalachian Red, Ace of Hearts
Cornus sp. (tree forms)*	Dogwood	
Prunus Americana	Wild Plum	

MEDIUM TREES (30 - 45 Feet)

Scientific Name	Common Name	Cultivars
Betula nigra*	River Birch	Heritage (single stem)
Carprinus betula	European Hornbeam	Fastigiata (upright only)
Carprinus caroliniana	American Hornbeam	
Cladrastus kentukea	Yellowwood	
Magnolia virginiana	Sweetbay Magnolia	

LARGE TREES (>45 Feet)

Scientific Name	Common Name	Cultivars
Acer saccharum*	Sugar Maple	Bonfire; Green Mountain; Legacy; Fall Fiesta; Caddo
Acer miyabei	Miyabei Maple	State Street; Bowhall
Nyssa sylvatica	Blackgum	Red Rage
Pinus echinata	Shortleaf Pine	
Quercus alba*	White Oak	
Quercus bicolor	White Swamp Oak	
Quercus pagoda	Cherrybark Oak	
Quercus rubra	Red Oak	
Sassafras albidum	Sassafras	
Taxodium ascendens	Pond Cypress	
Taxodium distichum	Bald Cypress	Shawnee Brave
Ulmus parvifolia	Lancebark Elm	Dynasty: Ohio

*Designates trees that have additional restrictions due to size, growth habit, fruit production, typical root aggressiveness, susceptibility to storms, specific cultural requirements, or other reasons. These trees will be approved only under the ideal situation for the specific species. Single-trunk, tree form specimen trees only.

CARE OF NEWLY PLANTED TREES

Following the information below will help you grow well-established, healthy trees.

✓ Keep the soil around the roots moist but not wet with routine watering. Examine soil once a week during dry periods. Gravelly or sandy soils may need more frequent watering; silt or clay soils may require less.

✎ Place a 3-inch layer of mulch around the tree to protect the roots and to keep lawn mowers away from the trunk. Replace mulch every two years or so to maintain a 3-inch layer. Widen the mulch ring as the tree grows.

✎ Remove support wires or ties from a tree as soon as possible. If a tree has been staked, check to see if it can stand on its own about three months after planting. If not, check it again in another three months, and so on. Stakes without ties may be left in place to protect the trunk from lawn mowers.

✎ Remove dead or broken branches immediately, but do not prune any further for at least three years. Pruning can delay establishment because the food-producing leaves are removed. Plan for removal of low forks or V-shaped crotches in the trunk to avoid future splitting.

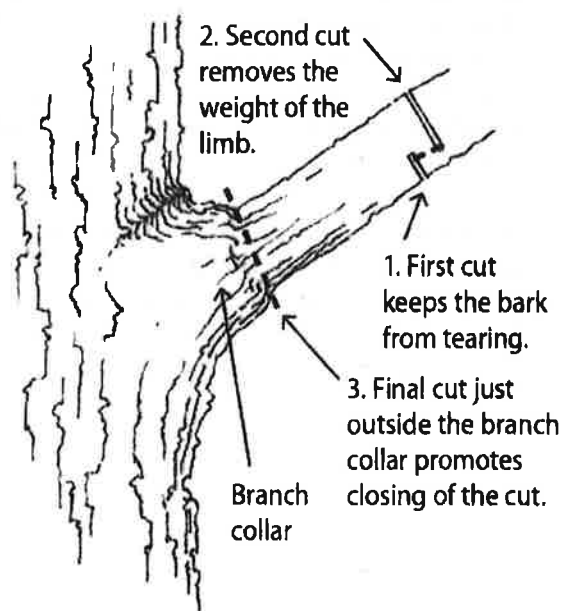
Generally, lower side branches can be removed from the trunk as the tree grows to promote a "shade-tree" form. Always leave the branch collar intact when removing a branch from the trunk.

✎ Check leaves and trunk for insect and pest damage. Potentially serious insects include emerald ash borers, bagworms and other spring feeding caterpillars. Some diseases to watch for are anthracnose, leaf rusts and fire blight. Consult a garden center, arborist, forester or extension specialist to learn the correct control. If certain pests are a persistent problem, it may be best to replace the tree with one that has fewer problems.

✎ Fertilizer is seldom required for trees and is not a remedy for poor growing conditions. However, it may be used to increase growth rates. If this is desired, broadcast granular slow-release fertilizer around the root zone of the tree. Cover a circle roughly the diameter of the branch spread. Apply 2 to 3 pounds of actual nitrogen (the first number in the three specified on a fertilizer bag, which is a percentage of the mixture) per thousand square feet evenly around the base of the trees. For example, a small tree with a 4-foot branch spread will require about 1/4 pound of 13-13-13 fertilizer. Note: Use sparingly for weak or distressed trees.

TREE MAINTENANCE TIMETABLE			
Years After Planting	Necessary	Desirable	Optional
0-3	Watering Mulching	Pest Monitoring	Stakes
3-5	Mulching Watering Pruning	Pest Monitoring	Fertilizing
5-10	Pruning	Mulching Pest Monitoring	Fertilizing
10+		Pruning Mulching	Fertilizing Pest Monitoring

THREE-CUT METHOD FOR PRUNING LIMBS



**CITY OF WEBSTER GROVES
RESIDENTIAL TREE REPLACEMENT PROGRAM
POLICY AND PROCEDURES**

General

The owner of a residential property that abuts a public street controlled by the City may be eligible for the City of Webster Groves's Residential Tree Replacement Program. Due to the impacts of the Emerald Ash Borer (EAB), the Program currently only allows for the replacement of street trees on a "one for one" basis where an ash tree has been removed. In these cases, the resident can apply for a replacement tree by completing an application and paying a \$150 fee. The City's Residential Tree Replacement Program is contingent on continued funding by the City Council and/or available funds. The City Council is in no way obligated to continue to fund the program.

Commercial and industrial (non-residential) properties are not eligible for this program.

Residents have the option of placing a new tree in another location on private property. Trees planted on private property must conform to the following requirements:

- No Sidewalk – The tree must be located on private property within fifteen feet (15') of the right-of-way/property line but not closer than three feet (3') from the right-of-way/property line.
- Sidewalk within Right of Way – The tree must be located on private property within fifteen feet (15') of the right-of-way/property line but not closer than six feet from the edge of the sidewalk nor three feet (3') from the right of way/property line.
- Sidewalk outside of Right of Way but within an Easement – The tree must be located on private property, no less than six feet (6') nor greater than ten feet (10') from the edge of sidewalk.

The following criteria shall also be met:

- Trees shall not be planted within twenty five (25') feet of street lights.
- Trees shall not be planted within ten (10') feet of street inlets or manholes.
- Trees shall not be planted within thirty (30') feet of an existing tree.
- No trees shall be planted directly over or underneath utility lines.
- No trees shall be planted within the sight distance triangle at an intersection as defined by the St. Louis County Highways and Traffic Design Criteria for Preparation of Improvement Plans, Section 40.50 – Landscaping, and complies with the required sight distance further described in Detail 40.25-1.
- All trees planted must be maintained to adhere to the clearance requirements over pavements as defined in Section 10.325 of the City of Webster Groves Code.
- The owner shall choose a tree species from the City's list of Recommended Trees located in the Tree Guide, which is included in the application packet. In order to prevent over planting of one species in a given area, City staff will review the first choice species chosen by the owner, and will compare to the existing trees located in the general area. If City staff determines that the species is not appropriate, staff will review the second, and if necessary the third choice chosen by the owner. Once the appropriate species has been determined by the City, the application will be processed.
- Tree size for all species will be 2" caliper.
- This is a cost-sharing program, the owner must submit a payment of \$150.00 per tree. A property owner may apply for multiple trees on a one for one basis of trees removed, provided there is adequate space for each tree, the species is appropriate for the area and can meet the requirements as indicated above.

Application By Property Owner

The Owner, not the tenant, must submit the application for participation in the program. The application packet can be found on the City of Webster Groves' website, www.webstergroves.org, or can be obtained at City Hall located at 4 E. Lockwood Avenue, between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

The Owner shall submit the \$150.00 per tree payment along with the application. If it is determined that a tree cannot be planted in the available space, the payment will be returned.

By signing and submitting an application, the Owner agrees to properly care for the tree(s) as described in the Tree Guide and to allow for the City's Contractor to enter onto their property for the tree installation.

The deadline to submit an application is January 31st for the Spring planting season (April 1 – May 31) and August 31st for the Winter planting season (November 1 – January 31).

Tree Installation

Upon receipt of an application, City staff will review the site and the species choices, as outlined in the above information, and will notify the Owner if their application has been accepted or denied. If the application has been denied, payment will be returned. The City is in no way obligated to accept and approve applications.

The City will submit the species list and locations to a nursery that will be semi-annually contracted by the City.

The Contractor will schedule and perform the installations between April 1 and May 31 for the Spring planting season, and between November 1 – January 31 for the Winter planting season. The contractor will be responsible for obtaining the required utility locates before installation.

If the Owner has a lawn sprinkler, an underground dog fence system or any other system located where a tree is to be planted, the Owner is responsible for marking these systems and relocating the systems at their sole expense as necessary.

As part of the tree installation, the Contractor will mulch the base of the tree with a standard hardwood mulch, and will also stake the tree as needed. The Owner will be responsible for removing the stakes as outlined in the Tree Guide.

City staff will review each site after installation.

Warranty

The City will require the Contractor to provide a one year warranty on all trees, starting from the month of planting. The warranty is only in effect if the Owner provides proper care as outlined in the Tree Guide, and excludes vandalism or extraordinary acts of God.

The Owner must contact the City if they believe they should receive a replacement within the warranty period.

City staff will inspect the tree and approve replacements. The tree must still be standing at the time of the inspection in order for a property owner to receive a replacement. The City will schedule a replacement with the contractor at the most appropriate planting time.