

CITY OF WEST DES MOINES STREET TREE PLANTING PERMIT



Department of Public Services
8850 Grand Ave.
West Des Moines, Iowa 50266

Phone (515) 222-3417 or (515)-222-3480 Fax (515) 222-3478 email: paul.tauke@wdm.iowa.gov

West Des Moines City Code #7-10, 3, 5, 6, 7 requires that persons desiring to plant a tree which is or will be located within a public right-of-way, must first apply for, and receive a permit from the City of West Des Moines.

FOLLOW THESE INSTRUCTIONS STEP-BY-STEP

1. Review the attached regulations regarding your desired activity. Pay close attention to details of the regulations.
2. Complete the **BASIC INFORMATION** section below.

BASIC INFORMATION

Kind of Tree			
Printed Name of Applicant			
Email Address			
Address (City, State, Zip)		Phone #	
Signature of Applicant		Date	

3. Complete the **SKETCH** below of your parking (the area between your sidewalk and the street). If you have any questions, call the Urban Forestry Supervisor at 222-3417 or 222-3480. Give dimensions of the parking: width between sidewalk and curb, and distance from driveway to property line.
 - A. Indicate location of any driveways, fire hydrants, streetlights, traffic signs and/or existing trees. Include dimensions measured from center of the object to the property line or driveway.
 - B. Indicate desired tree location. Provide measurement from center of tree to driveway, sidewalk, and curb.

SKETCH

<p>NOTE: The sketch needs to be completed for a permit to be approved.</p> <p>Use the Alternate Sketch Area below the review section on the reverse side of this form if a larger sketch area is needed for corner lots or lots with unique shapes.</p>	PROPERTY LINE											
	Sidewalk											
	Right-of-Way											
	Curb											
STREET												

C. **Call 1-800-292-8989 to determine if there are any utilities in the area of activity. Locate #**

4. Within two or three days after utilities have been marked, or area declared clear, submit this form to the Department of Public Services, Urban Forestry Supervisor, 8850 Grand Ave., West Des Moines, IA 50266 for review and issuance or

denial of this permit. A copy will be returned after the review has been completed. **DO NOT PLANT UNLESS THIS PERMIT IS APPROVED.**

TREE PERMIT APPROVAL/DENIAL

REVIEW

Permit Approved by _____ Permit Denied by _____

Reason for Denial _____

Date _____

ALTERNATE SKETCH AREA

**WEST DES MOINES, IOWA
PUBLIC RIGHT-OF-WAY TREE
AND SHRUB PLANTING REGULATIONS
AUTHORITY ORDINANCE #427 AND AMENDED ORDINANCE #972**

The following rules and guidelines shall be used when granting permission with reference to the planting of trees in the public Right-of-Way (ROW).

1. For these regulations, "parking" shall mean that portion of the public Right-of-Way between the existing or proposed street curb line and/or paving edge to the street side of a public Sidewalk or sidewalk line.
2. No tree shall be planted in a parking where there is less than **four (4)** feet of soil on all sides of said tree AND no closer than **four (4)** feet to the outside curb, sidewalk line, or alley Right-of-Way line measured from the center of such tree.
3. No tree shall be planted in any parking less than **eight (8)** feet in width.
4. No tree shall be planted closer than **five (5)** feet from a fire hydrant or closer than **ten (10)** feet to the edge of any driveway.
5. Spacing trees from a streetlight standard or transmission pole shall be directed by City authority.
6. No tree shall be planted over or within **two and half (2.5)** feet of a public utility service.
7. No tree shall be planted other than as provided in the attached Acceptable Street Tree list.
8. Trees or shrubs will be trimmed so that they will not cause a hazard to the public or block public walks, bikeways, signs or interfere with proper lighting of public streets or places. The minimum clearance of trees and shrubs on or overhanging a traveled portion of a street or sidewalk, shall be at least fourteen (**14**) feet above the surface of the street or **eight (8)** feet above the surface of the sidewalk (Ordinance No. 972).
9. Do not plant any trees or shrubs on private property which would cause a public danger or nuisance.
10. Do not plant trees and shrubs on corner lots or lots adjacent to an alley in the area bounded by the street or alley lines of such lots and a line joining points along said street or alley lines **twenty-five (25)** feet from the point of the intersection of the Right-of-Way lines.
11. There shall be no compensation by the City to the property owner for any damage to or removal of such items placed within the public right-of-way.
12. **No planting of any of the following species either in the public Right-of-Way or on private property: Cottonwood, Cotton-bearing Poplar, Callery Pear, and Box-Elder.**

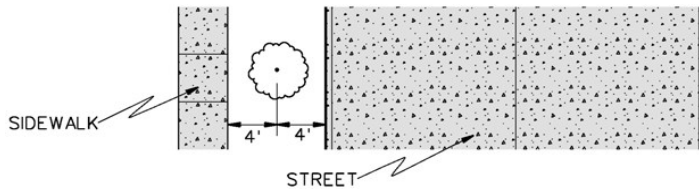
For UTILITY LOCATES, Call 1-800-292-8989. Allow 48 hours for response.

WEST DES MOINES, IOWA
PUBLIC RIGHT-OF-WAY TREE PLANTING REGULATIONS
WEST DES MOINES CITY ORDINANCE #7-10-3, 5, 6, 7

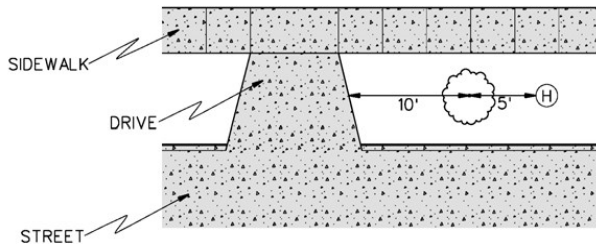
The following rules and guidelines shall be used when granting permission with reference to the planting of trees within the public Right-of-Way:

PLANTING REGULATIONS

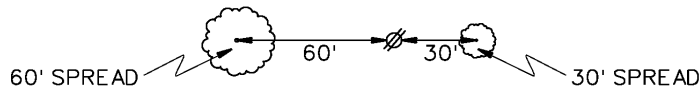
1. For of these regulations, “parking” shall mean that portion of the public Right-of-Way between the existing or proposed street curb line or paving edge and the street side of a public sidewalk or sidewalk line.
2. No tree shall be planted other than as provided in the attached Acceptable Street Tree List.
3. No tree shall be planted in any parking less than **eight (8)** feet in width.
4. No tree shall be planted over or within **two and a half (2.5)** feet of a public utility service.
5. No tree shall be planted in a parking closer than **four (4)** feet to the outside curb, the sidewalk line, or the alley right-of-way line, measured from the center of such tree.



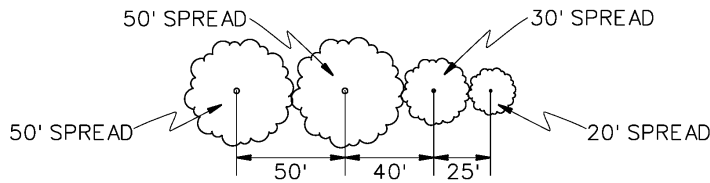
6. No tree shall be planted closer than **five (5)** feet to the edge of a fire hydrant or closer than **ten (10)** feet to the edge of any driveway, measured from the center of such tree.



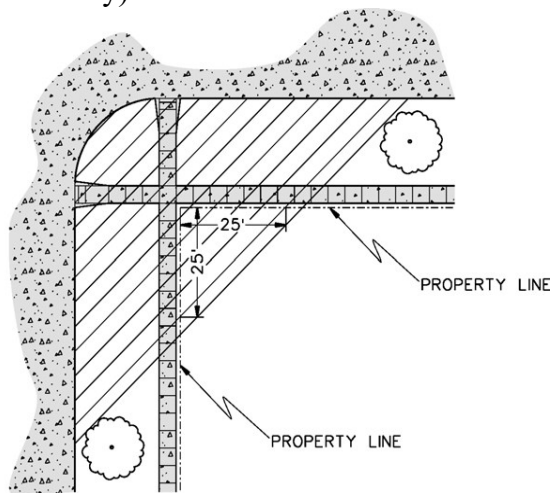
7. No tree shall be planted closer than the width of its average mature spread (the average mature spread is found on the attached Acceptable Street Tree List) to a light standard or transmission pole, measured from the center of such light standard or transmission pole and the center of such tree.



8. No tree shall be planted closer to the next tree in the parking than the distance of their combined average mature spread (the average mature spread is found on that attached Acceptable Tree List), measured from center to center of each tree.



9. No tree shall be planted on corner lots or lots adjacent to an alley in the area bounded by the street or alley lines of such lots and a line joining points along said street or alley lines **twenty-five (25)** feet from the point of the intersection of the Right-of-Way lines. Only such trees that can be pruned to a minimum of **ten (10)** feet to the lowest branches shall be allowed directly beyond the above line. Low branching trees obstruct a clear view of stop signs and oncoming traffic. (For correct pruning methods, see Appendage: Prune Correctly).



DUTIES OF CITY/PERSONS

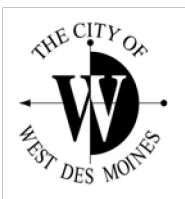
1. CITY:

- The City has charge, custody and control of all trees and shrubbery upon the parking (Right-of-Way) and other portions of the public streets; and has the right and power to plant, prune, care for, remove and maintain all trees and shrubbery upon the public street; and, to prune limbs and branches of trees and shrubbery that extends onto or over public streets and sidewalks.
- Street trees which are dead or which for some other reason constitute a clear and present danger to the public safety may be removed at the direction of the City Manager or designee at any time without notice.

2. PERSONS:

- Trees and shrubs planted within the street limit, and trees having a trunk more than 50% within the public street as defined above, are referred to as 'street trees'. The planting of street trees shall be done by the City or owner of abutting private property only in accordance with the planting permit approved by the City Forester. Permits will be issued without charge.
- To locate all underground electric lines; telephone lines; gas lines; water lines; storm sewers; or any other improvements, public or private before planting is done.

For UTILITY LOCATES, Call 1-800-292-8989. Allow 48 hours for response.



WEST DES MOINES ACCEPTABLE STREET TREE LIST

BOTANICAL NAME	COMMON NAME	MAXIMUM HEIGHT	AVG. SPREAD
<u>CATEGORY A (PARKING 8- 10 FT.)</u>			
Acer ginnala, (<u>single stem</u>)	Amur maple	20'	20'
Acer tataricum,	Tatarian Maple	20'	20'
Amelanchier arborea	Downy Serviceberry Single Stem*	25'	20'
Carpinus caroliniana	American Hornbeam (Bluebeech)	25'	20'
Cercis Canadensis	Eastern Redbud	30'	35'
Cladastris lutea	Yellowwood	30'	30'
Magnolia x loebneri `Ballerina'	Ballerina Magnolia	40'	30'
Magnolia x loebneri `Merrill'	Merrill Magnolia	25'	25'
Malus `Adams'	Adams Crab Apple*	20'	20'
Malus `Pink Spires'	Pink Spires Crab Apple*	12'	10'
Malus `Snow Drift'	Snowdrift Crab Apple*	20'	15'
Malus `Spring Snow'	Spring Snow Crab Apple*	20'	15'
Malus `White Candle'	White Candle Crab Apple*	20'	15'
Syringa Reticulata	Japanese Tree Lilac	30'	20'
<u>CATEGORY B (PARKING 10FT. AND OVER)</u>			
Acer miyabei (State Street)	State Street Maple	50'	30'
Acer nigrum,	Greencolumn Maple	50'	25'
Acer saccharum `Bonfire'	Bonfire Sugar Maple	50'	40'
Acer saccharum `Commemoration'	Commemoration Sugar Maple	50'	30'
Acer saccharum `Legacy'	Legacy Sugar Maple	60'	40'
Alnus hirsuta `Harbin' (Prairie Horizon)	Manchurian Alder	40'	30'
Carpinus betalis `Columaris'	Columar European Hornbeam	60'	40'
Celtis occidentalis (Prairie Sentinel)	Common Hackberry	50'	25'
Ginkgo biloba (male only)	Ginkgo (Maidenhair Tree) (male)	50'	35'
Gleditsia Triacanthos var. inermis `Imperial'	Imperial Honeylocust	25'	30'
Gleditsia Triacanthos var. inermis `Shademaster'	Shademaster Honeylocust	45'	40'
Gleditsia Triacanthos var. inermis `Skyline'	Skyline Honeylocust	50'	40'
Gleditsia Triacanthos var. inermis `Sunburst'	Sunburst Honeylocust	50'	45'
Gymnocladus dioicus `Expresso'	Kentucky Coffee Tree	50'	30'
Liriodendrum tulipifera	Tuliptree	70'	35'
Nyssa sylvatica	Black Tupelo	40'	30'
Ostrya virginiana	American Hophornbeam (Ironwood)	50'	30'
Quercus bicolor	Swamp White Oak (sensitive to high pH soils)	60'	40'
Quercus borealis (rubra)	Northern Red Oak	60'	40'
Quercus imbricaria	Shingle Oak	60'	40'
Quercus robor	English Oak (tolerant of high pH soils)	60'	40'
Tilia cordata `Greenspire'	Greenspire Linden	45'	30'
Tilia cordata	Littleleaf Linden	45'	25'
Tilia americana `Redmond'	Redmond American Linden	30'	40'
Tilia americana `Fastigiata'	Fastigiata (Pyramidal) American Linden	50'	30'
Tilia tomentosa `Green Mountain'	Silver Linden	45'	35'
Ulnus Americana	American Elm (several varieties)	65'	50'

**Permitted under transmission lines*

Non-Conforming Street Trees: The following are **not allowed** in the City ROW: Ash, evergreens, hickories, willow, “weeping” trees including all Birch species, Poplar species, Box Elder, Black Locust, Black Walnut, Tree of Heaven, Siberian Elm, Silver Maple, Mulberry, Autumn Blaze Maple, Norway Maple, Bradford Pear, Catalpa, Buckthorn, Russian Olive, Pin Oak, and all shrub species. *Additional species may be approved at the discretion of the City Forester.*

Go to <https://www.extension.iastate.edu/news/learn-how-plant-container-grown-tree> or https://www.youtube.com/watch?v=m_Oh3PtEsuk for informational videos on planting container grown trees in Iowa.