

The City of Milwaukie's

Street Tree Planting Guidelines

The City is excited that you have chosen to help to beautify Milwaukie by adding to our urban forest. We would like to remind you that as the property owner adjacent to the right-of-way of where you plan to plant your tree, it will be your responsibility to maintain the tree. Long-term maintenance includes all needed tree trimming & pruning as well as tree removal.

However, before you plant your tree a right-of-way permit will need to be obtained in order to ensure that the tree will be planted in an appropriate location.

The following steps will help guide you through the street tree planting process.

1. **Select a tree from the approved Street Tree List.** You may obtain a copy of the street tree list from the Neighborhood Services Department located at City Hall or from the Engineer of the Day at the Johnson Creek Boulevard facility.
2. **Read the Street Tree Planting Requirements and Guidelines.** If you have any questions regarding the Street Tree Planting Requirements and Guidelines, you may contact the Engineer of the Day by calling (503) 786-7606.
3. **Draw a site plan.** A site plan that is drawn to scale will assist the Public Works Department with assuring a proper tree planting location within the public right-of-way. The picture shown below will aid you in what to include on your site plan. To ensure your safety it is recommended that you locate any underground utilities before you plant your tree by calling "Call Before You Dig" at (503) 246-6699. Be sure to show the location of underground utilities on your site plan. When planting a tree in the down

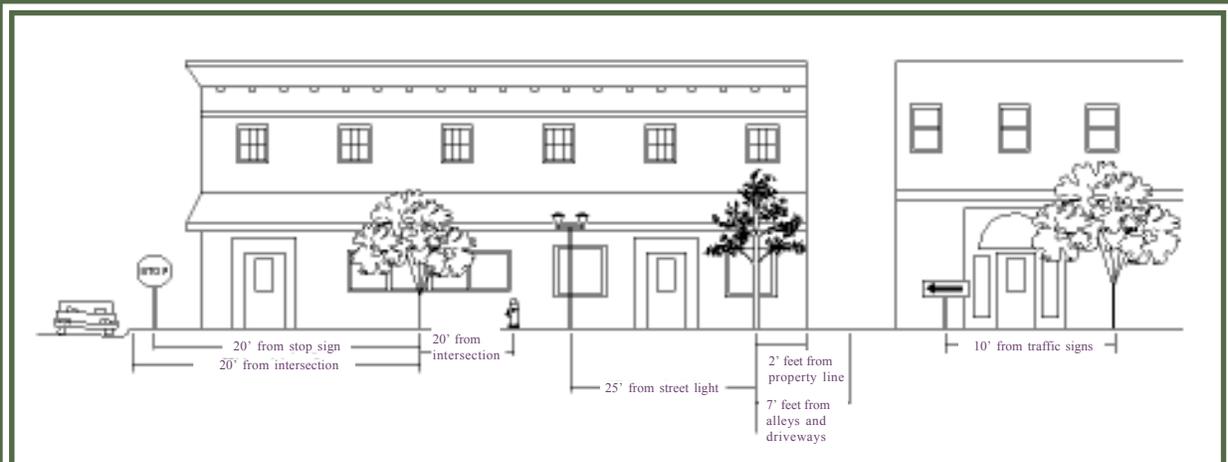
town area, a tree well may be required. The tree well standard in the Downtown Design Guidelines calls for a tree well of 4 feet by 4 feet. If a tree well will be required indicate the dimensions of the tree well on the site plan.

4. **In areas where sidewalks and/or curbs have not been installed, the location of future right-of-way dedication and curb and sidewalk installations must be taken into consideration.** On the site plan demonstrate that the tree will be planted so as to allow for future curb and sidewalk installations and required right-of-way dedications. Contact the Engineer of the Day (503-786-7606) to obtain information about future road improvements and street widening projects.
5. **Apply for a right-of-way permit.** A property owner wishing to plant a street tree in the public right-of-way is required to obtain a right-of-way permit from the Engineering Department. Right-of-way permits may be obtained from the Engineer of the Day at the Johnson Creek facility located at 6101 SE Johnson Creek Blvd. When submitting a right-of-way permit application be sure to include your site plan as part of the application. If you have any questions about obtaining a right-of-way permit, you may contact the Engineer of the Day by calling (503) 786-7606.
6. Once you have received an approved right-of-way permit you will be all set to plant your new street tree.
7. In order to aide you in planting your new street tree, please refer to the Street Tree Planting Guidelines located in this brochure.

Tree Location Guidelines

When locating the planting site for your tree, use the following guidelines. Measurements should be taken from the center of the trunk.

- 20 feet from the curb line of an intersecting street.
- 7 feet from alleys and driveways.
- 5 feet from fire hydrants.
- 10 feet from directional traffic signs.
- 20 feet from stop or yield signs.
- 2 feet from adjoining property lines.
- 25 feet from street lights.
- 20 feet from adjacent trees.



Tree Selection Guidelines

Only trees listed on the approved street tree list may be planted in the public right-of-way. Approval to plant a tree that is not on the approved street tree list must be obtained from the Engineering Director.

The following recommendations are methods that will increase the tree's chance of survival and its future health and should be taken into consideration when planting your street tree.

1. Select an appropriate street tree from the approved street tree list. You can get a copy of the list by calling the Engineer of the Day at (503) 786-7576 or the office of Neighborhood Services at (503) 786-7503.
2. Building setbacks should be considered during tree selection. At maturity, the crown of a tree should not conflict with neighboring structures.

The Milwaukie Municipal Code establishes shrub and street tree requirements for height clearances over streets. As the tree grows, it will need to be pruned to provide clearance of at least 7 feet 8 inches over sidewalks, 12 feet over residential streets, and 14 feet over main arterial streets.

The Kwanzan Cherry
Listed on the City's Street Tree List



Tree Planting Methods

1. Utility lines may be buried in the desired tree planting area. For your safety and for the safety of others be sure to check for underground utilities by calling Before You Dig at (503) 246-6699. Call at least 48 hours in advanced before you dig.
2. A larger diameter planting hole promotes better tree health by aerating the soil. The planting hole should be about two to three times the size of the root ball.
3. Planting a tree too deep is a significant cause of tree failure in the urban area. The depth of the hole should not be deeper than the depth of the root ball.
4. Remove as much wire, string, burlap, and plastic as possible. Be careful not to fracture the root ball.
5. Lift the tree into the planting hole by the root ball, not the trunk. If the tree is in a container, gently remove the container prior to lifting the tree into the planting hole.
6. In order to reduce settling while backfilling, gently firm the soil as the planting hole is filled. Do not compact the soil too much, the soil needs a good mixture of air and dirt.
7. If the tree seems unstable, stakes may be used. Care should be taken not to injure the bark of the tree. Tie the tree loosely; the tree should be able to sway in the wind. Stakes and ties should be removed after 1 year.
8. Planting an earth berm around the edge of the planting hole will aid in irrigation and moisture retention.

Establishment Care

The care you provide your tree while it becomes established is essential to the tree's health and survival as is the method in which the tree is planted. The following recommendations are to offer assistance in developing a plan for the care of newly planted trees.

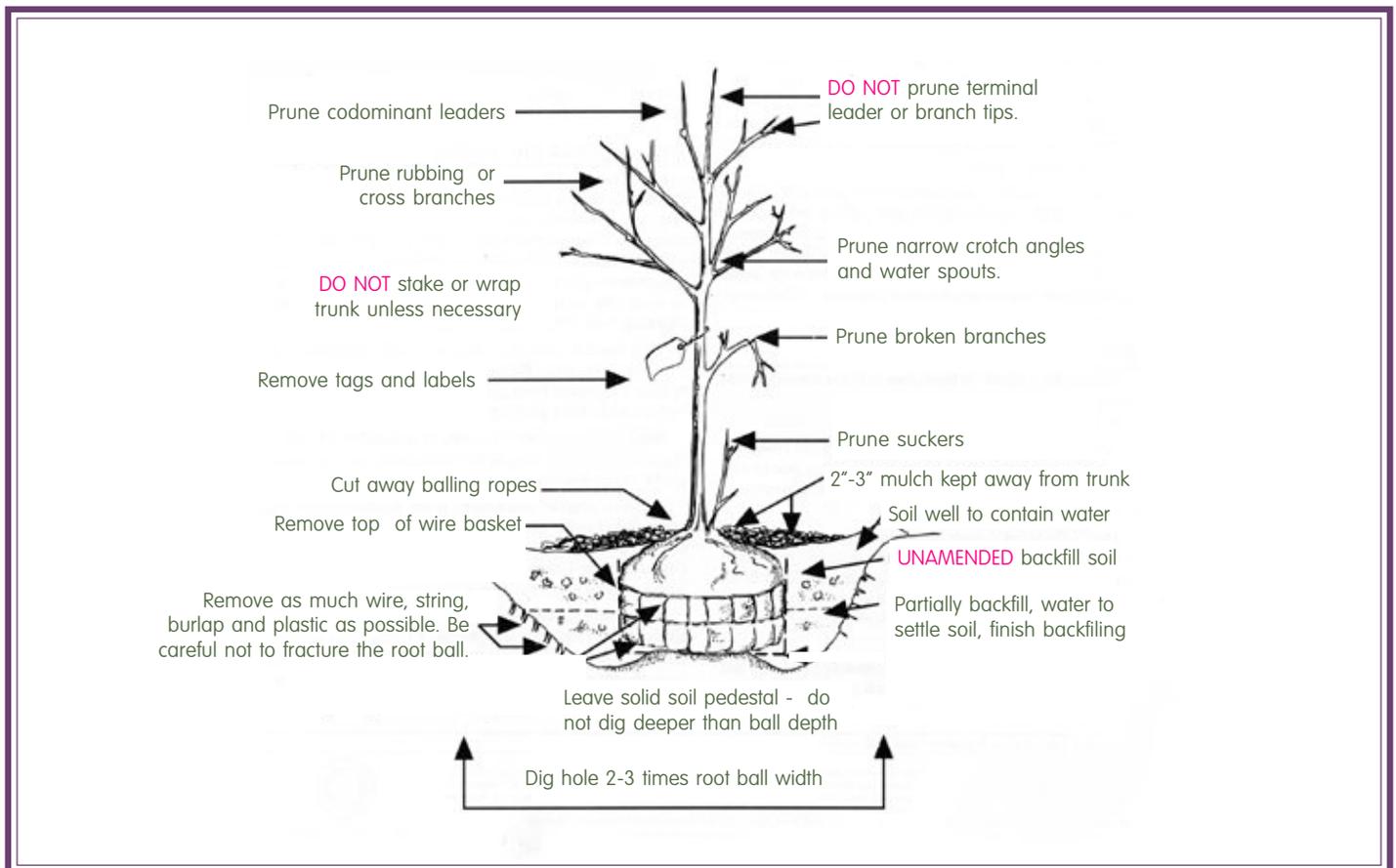
- Newly planted trees should be watered regularly for the first 2 years. Between the months of June and October a deep root watering method to a depth of 30 inches is recommended. However, you should check with your local nursery for specific watering requirements for the tree you have selected.
- Trees should be monitored for any insect disease problems.
- Avoid excessive pruning during the first 2 years.



The Redbud Tree
Listed on the City's Street Tree List

Questions About Milwaukie's Tree Planting Guidelines?

Please Call the
Engineering Department at
(503) 786-7606.



Contact Information

City of Milwaukie Engineer of the Day (503) 786-7606 may assist with questions about

- Right-of-way permits
- Site plans
- Street tree location
- Some underground utilities
- Approved street tree list

Neighborhood Services (503) 786-7539 may provide assistance with information about

- Grant programs
- Approved street tree list

Planner of the Day (503) 786-7630 may assist with questions about required permits for street tree pruning or removal.

Call Before You Dig (503) 246-6699 will assist with locating underground utilities. Be sure to call at least 48 hours in advanced before you dig.

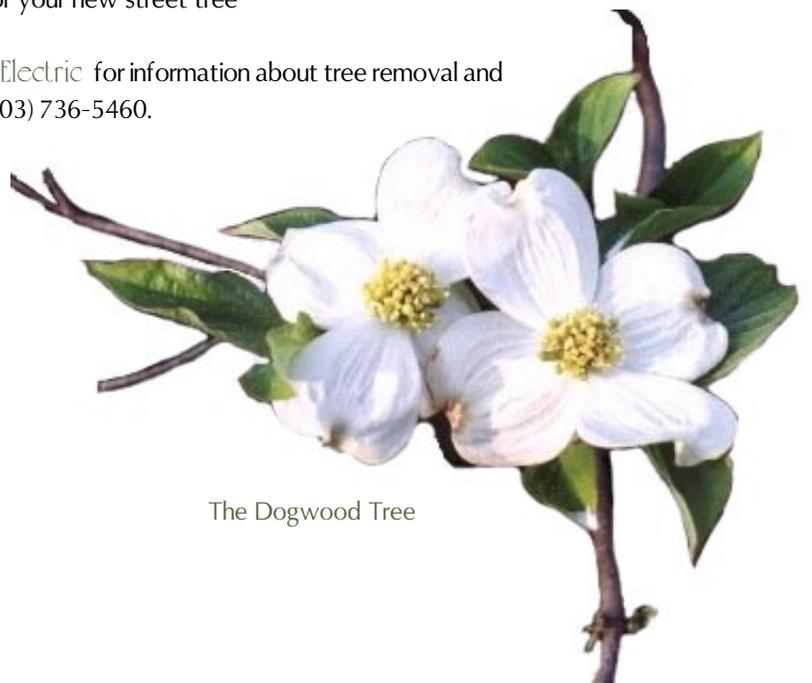
Friends of Trees (503) 282-9471 may assist with questions about

- Planting and watering requirements
- Protection and care of urban trees
- Pruning methods

You may also look in the yellow pages of the phone book under Landscape Contractors or Tree Service to find an arborist located near you. An arborist may assist you with questions about

- Proper tree selection
- Planting and watering methods for your specific tree
- Pruning methods
- Establishment and care for your new street tree

Contact Portland General Electric for information about tree removal and trimming around power lines (503) 736-5460.



The Dogwood Tree