



Re-Tree Wayne Application Form



This is a program to encourage property owners to plant shade trees on their private property in order to reduce energy costs within the City of Wayne. Each owner will be reimbursed for 100% of the purchase price up to \$50.00 per tree. Trees can be purchased from any commercial supplier, but must be selected from the following list of species: Oaks, Maples (excluding Silver Maple), Lindens, Sycamore, and Hackberry. Other species of large shade trees may be acceptable but must be approved by calling 375-1300 first. *Ash varieties are not eligible for this program.*

Step 1: **THIS IS A STATE LAW!**

Call Diggers Hotline to request a utility locate of your property. The number is 1-800-331-5666. You must wait 48 hours after calling before you can dig. They will give you a ticket number. You must write that ticket number here: _____

Step 2:

Purchase and plant your trees. Videos on proper planting and care techniques can be found at the following website: www.arboday.org/trees/video/howtoplant.cfm. Plant your trees according to the following guidelines:

- ◆ Trees must be planted at least 4 feet from any concrete surface.
- ◆ Trees must be planted at least 20 feet from any overhead electric wires.
- ◆ Trees must be planted at least 15 feet from any light pole.
- ◆ Trees must be planted at least 10 feet from any fire hydrant.
- ◆ Trees must be planted at least 5 feet away from any underground utility such as water, sanitary sewer, storm sewer, gas, electric, or phone lines.

Important: *Any tree not meeting these guidelines will not be eligible for reimbursement by the City. Any tree planted without a utility locate will not be reimbursed!*

Step 3:

Fill out the following information and return this application form to the City Clerk's office. You must attach a copy of the receipt and the tag identifying the species for each tree that was planted in order to be reimbursed for the trees.

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

LOCATION IN WAYNE

WHERE TREES WERE PLANTED: _____

Step 4:

City personnel will visit the planting site to verify the location and type of trees planted. A check for reimbursement up to \$50.00 per tree will be mailed to the above address indicated by the owner.