

# City of Menomonie Boulevard Tree Planting Policy



## Purpose:

To establish uniform guidelines for city residents wishing to plant trees within the public boulevard and right-of-way, ensuring public safety, infrastructure protection, and compliance with urban forestry best practices.

## Policy Statement:

Residents may plant trees on city-owned boulevards only with prior approval from the City Forester and in accordance with the requirements outlined in this policy. The City reserves the right to deny, remove, or relocate any unauthorized or improperly planted trees within the public right-of-way.

## Definitions:

**Boulevard:** The strip of land between the sidewalk and the curb, located within the public right-of-way.

**Caliper:** The diameter of a tree trunk measured 6 inches above the ground level.

**City Forester:** The staff member designated by the City of Menomonie to oversee urban forestry operations, including review and approval of boulevard tree plantings.

**Diggers Hotline:** A free notification service (dial 811) that coordinates with utility companies to mark underground utility lines prior to digging.

**Overhead Utilities:** Electrical, telecommunications or other service lines suspended above ground, typically on utility poles, that may conflict with tree growth.

**Right-of-Way:** Publicly owned land reserved for transportation and utility infrastructure, including streets, sidewalks and boulevards.

**Vision Triangle:** A designated area at street or driveway intersections, typically 25-feet along intersecting property lines, where tree planting is restricted to preserve clear sightlines for drivers and pedestrians.

## Procedures:

### 1. Form Submission Requirement:

- a. A completed Boulevard Tree Planting Request form must be submitted to the City Forester for review and approval prior to planting. Forms are available on the [City website](#) and may be submitted electronically, by mail or in person.

### 2. Species Selection:

- a. Tree species listed on the [City of Menomonie Recommended Boulevard Tree List](#) include species that work well in boulevards in Menomonie. Trees that are listed in the [prohibited boulevard tree list](#) are not allowed to be planted in the boulevard. Tree selection must consider site conditions, including proximity to infrastructure and overhead utilities.

### 3. Tree Size Requirements:

- a. Trees must have a minimum diameter of 1.5 inches, measured six inches above the ground.

#### **4. Tree Location Restrictions:**

- a. No trees may be planted within the vision triangle at street or driveway intersections.
- b. Trees must be planted at least:
  - i. 25-feet from any street corner
  - ii. 5-feet from a driveway
  - iii. 20-feet from a street light or utility pole
  - iv. 10-feet from a fire hydrant
  - v. 10-feet from a water or gas valve
  - vi. 3-feet from road edge
  - vii. 3-feet from sidewalks
  - viii. 3-feet from curb and gutter
  - ix. 15-feet from street signs
  - x. 20 to 30-feet from any existing trees

#### **5. Underground Utility Location:**

- a. Residents must contact Diggers Hotline (811) at least three working days prior to planting to have underground utilities marked. Planting without utility clearance is prohibited.

#### **6. Tree Care Standards:**

- a. Residents must ensure the tree receives adequate water during the growing season.
- b. The City retains the responsibility for pruning and ongoing maintenance.

#### **7. Approval and Inspection**

- a. Resident shall place flag or stake in proposed tree location prior to submitting Boulevard Tree Planting Request form
- b. No tree shall be planted until written approval is granted by the City Forester. The Forester may conduct a site inspection before or after planting to ensure compliance.

#### **8. Post-Planting Notification:**

- a. Residents shall notify the City Forester upon completion of planting. The City will update its tree inventory and may conduct a post-planting inspection.

#### **9. Enforcement and Non-Compliance**

- a. Trees planting in violation of this policy may be subject to removal. The City reserves the right to maintain, prune or remove any boulevard tree to protect public safety or infrastructure.