

# CITY OF WOODBURN

## STREET TREE PLANTING REGULATIONS

The purpose of these regulations is to establish a set of workable specification standards and guidelines for activities related to the planting and maintenance of street trees. It is the City's intention to work cooperatively with property owners toward a common goal of protecting the urban forest, while making every effort to maintain the integrity of existing trees.

### **SECTION 1: STREET TREE PLANTING SPECIFICATIONS:**

**PURPOSE:** To ensure quality tree materials are used and that new plantings are acceptably established in their new environment to maximize the tree's longevity and to minimize future maintenance. Also to ensure new street trees will continue to thrive in their new environment.

#### **A. TREE MATERIALS:**

1. Trees shall be healthy and vigorous with normal, well-developed branches and root systems, free from decay, defects, sunscald injuries, and abrasions of the bark, insect pests, and all forms of infestations or objectionable disfigurements.
2. Balled and burlapped trees shall have solid balls of size at least meeting the American Nursery Association Standard. The balls shall be securely wrapped with burlap or canvas, tightly bound with rope, wire, or twine. Plastic wrapping material is not permitted. Root balls shall not be allowed to dry out at any time from the nursery to final planting.
3. A minimum of 2 inch caliper tree is required of all stock planted as street trees.
4. All street trees shall be of an approved species and variety from the Woodburn Development Ordinance (WDO). The approved species from the WDO are found in Appendix A. Trees should not be excessively pruned at, or directly before, the time of planting.

5. All broken, weak and interfering (rubbing) branches shall be properly removed after the tree has been planted. Pruning cuts shall be properly made so that the branch collar and/or branch bark ridge are not cut. All other sound and healthy branches should be left intact to provide a maximum leaf surface to manufacture food for crown and root growth
6. Tree material originating within the state shall have the Oregon inspection certificate attached or must be verifiable that they originate from Oregon. A certificate of inspection shall accompany nursery stock imported from other states from the place of origin as required by Oregon law.

## **B. PLANTING METHODS:**

1. All planting work shall be performed using sound horticultural practices. Street tree planting will be in accordance with the planting detail included as Appendix B for new construction or Appendix C for street tree replacement
2. No street tree shall be planted without first obtaining a Street Tree Permit from the Public Works Department. For new developments street tree placement will be evaluated by Community Development Department as part of landscape plan review. For new development that involves street and infrastructure improvements the Right of Way Permit for that work will also cover street tree installation. Permits are available at the Public Works Department.
3. The following spacing standards shall be adhered to:
  - a. Five (5) feet from the beginning of curb radius on the approach to an intersection and five (5) feet from the end of curb radius on the exit side.
  - b. Ten (10) feet from street light standards and power poles.
  - c. Five (5) feet from the edge of driveway approaches (measured from the curbside, not sidewalk side), water meters, electrical or telephone or cable communication boxes.
4. Trees shall be set plumb. Every planting pit shall be at least 50% wider and at least the depth of the soil ball. All trees shall be set so that, after settlement, they are at the same level as when growing in the nursery. Planting pits are to be backfilled with the same soil that is excavated from them. Topsoil and subgrade soil shall be loosened and mixed before backfilling. The planting holes shall be excavated so that the sides taper outward into the soil; the sides of the planting holes shall be roughened, not smoothly sculpted, which shall allow roots to penetrate more easily into the surrounding soil. Topsoil shall be gently firmed around the plant to hold it in place and to eliminate air pockets. When pits are approximately two-thirds (2/3) full, they are to be

thoroughly watered to also eliminate air pockets. After this initial watering, topsoil is to be installed to the top of pit and watered. Excess soil shall be removed from the site after planting is completed.

5. Plants are to be thoroughly and properly watered immediately after planting. Puddled soil conditions and over-watering are to be avoided.
6. Balled and burlapped trees may be placed with the wrapping in place if all materials are untreated and biodegradable. When burlap is left around trees, any string shall be removed and the burlap folded down from the top half of the root ball.
7. All tree wrap shall be removed from trunks immediately after planting by the contractor.
8. No plant pit shall be dug or approved until all underground utilities have been marked. Utility locates may be obtained by calling 1-800-332-2344.
9. Tree spacing for new development proposals must conform to the "Minimum Street Tree Planting Densities" as required in the WDO Section 3.106.03. At any time minimum distances have been altered without previous approval, the Contractor or property owner will be responsible to move the tree.
10. Planting sites shall be approximately 3-feet by 3-feet. Planting sites will be mulched with approximately 4 inches of wood chips, fibrous bark, or composted wood debris after planting is completed. The trunk of the tree should be left uncovered and mulch should not come in contact with the trunk flare.
11. Wherever possible a watering berm shall be constructed around every tree. The berm shall be removed after one year.
12. Trees shall be staked only if they are to be exposed to strong wind gusts. Replacement trees in established residential neighborhoods should not be staked. If staked the tree will be secured to the stakes with a rubber or other, adjustable, chain-lock "tree tie," no less than 1" wide and secured at no less than two points along the tree. If used, stakes shall be removed at the end of the one year establishment period.
13. Trees will be protected at all times during handling, shipping, storage, and planting. Trees shall be protected from windburn during transit, extreme weather conditions, and drying of roots or root balls. Any trees showing substantial damage will be rejected and replaced by the Contractor or property owner at their own expense.

14. Root barriers are required for all new and replacement street tree plantings. Placement shall be in accordance with the tree planting detail.
15. All plant pits that may cause hazards at any time to pedestrians or vehicles shall be adequately barricaded with qualified warning devices as per Manual on Uniform Traffic Control Devices, City of Woodburn, and Oregon OSHA standards.

### **C. TREE ESTABLISHMENT:**

1. The "tree establishment" shall be understood to be part of the planting work to assure satisfactory growth of the planted materials.
2. Prior to the beginning of the establishment period, all trees which are dead, partially dead or which do not otherwise meet specifications shall be removed and replaced with healthy trees. All trees in place after this replacement will be classified as the "original planting" and will be subject to establishment.
3. The "tree establishment period" will begin when the "original planting" and all landscape construction has been completed and approved.
4. Trees shall be planted only between September 15 and May 15 unless otherwise approved. The establishment period shall begin on the date of initial planting and shall extend for a one-year period from that date.
5. Where street trees are required with new construction, during the establishment period and until the final inspection, the contractor or responsible party, shall be responsible for care of the tree to maintain a vigorous growing condition by weeding, watering, cultivating, repairing and adjusting tree stakes, spraying for pest control, removal of dead trees, removal of trees not showing vigorous growth, and replacement of missing trees.
6. Where street trees are included with new construction, the cost of furnishing and replacing trees, and caring for the trees as specified, shall be understood to be a mandatory element of that construction project. The contractor or responsible party will record each period of watering, replacement of stakes or trees, and any and all work done in maintaining the vigor of trees. Work shall be recorded in writing by the contractor and provided at the request of the City.
7. During the establishment period, periodic inspections will be conducted to monitor the new street trees. At these inspections, corrective work needed to be done will be determined and written notification, listing corrective work, will be

provided to the contractor as soon as possible. All corrective work shall be completed within 15 calendar days after written notification has been provided to the contractor, except that tree replacements shall be made only during the appropriate planting season unless otherwise approved. The fifteen calendar days will not include those days that the City determines conditions make it impractical for the work to be performed.

8. For new construction at the end of the establishment period, the contractor shall provide an information packet with information covering tree care and ownership responsibilities to each property owner with street trees.

## **SECTION 2: TREE REMOVAL, PRUNING, AND PROTECTION:**

**PURPOSE:** To develop and preserve tree structure and health. These guidelines are presented as working guidelines, recognizing that trees are individually unique in structure, form, and growth response - not only between, but also within species and cultivars. Pruning activities should be chosen and/or modified depending on the species, the landscape site, intended function of the tree, the present age and condition of the tree, and desired extent of pruning. Pruning is also done to provide traffic and pedestrian clearance. Utility companies with overhead lines prune as necessary to remove foliage that endangers their utility and threatens uninterrupted service.

### **A. TREE REMOVAL:**

1. All street tree removal shall be in conformance with the City of Woodburn Ordinance 2424 and shall require a street tree removal permit that shall be obtained from the Public Works Department. Property owners have responsibility for street trees adjacent to their property.

### **B. GENERAL PRUNING:**

1. Safety of pedestrians and vehicles must be maintained at all times and is the responsibility of the person or persons pruning the street trees.
2. Street and sidewalk surfaces and all utilities in the area of the trimming must be protected from damage. Repair or replacement to these facilities will be the responsibility of the person or persons responsible for the maintenance of the tree.

3. A tree pruned by the crown reduction method appears more natural and lasts longer if confined to relatively small thinning cuts. This is the preferred method of crown reduction.
4. Drop crotch pruning is used for crown reduction when the small pruning cuts method is not practical. It is accomplished by the removal of the central leader (in the case where the tree has a central leader) to a lower upright limb. This method is used by utility providers for clearance of overhead lines. This method is used only where there are no other alternatives.
5. The leader of a central-leader tree to a large lateral shall not be pruned. Limbs shall be pruned to lighten the end weight where such overburdening appears likely to cause breakage of limbs two (2) inches or more in diameter. This shall require a twenty (20) to thirty (30) percent reduction in height and width in some types of trees
6. All pruning cuts shall be made without leaving a prominent stub. Pruning cuts shall be made in a manner that favors the earliest possible covering of the wound with callous tissue growth. This requires that the wound created by the pruning cut be as small as practicable; the cut must be reasonably flush with the branch bark ridge and the cambium tissues at the edge of the cut must be alive and healthy. Extremely large flush pruning cuts which produce large wounds and weaken the tree at the point of the pruning cut shall not be made.
7. Topping of any street tree is prohibited. Under special circumstances, the Public Works Director or designee may grant permission or suggest alternatives, due to damage by storm or other causes where trees are severely damaged or interfere with utilities or other obstructions in the area.
8. Any tree beneath or over an overhead-energized conductor shall be inspected by the appropriate utility before any pruning work begins or is approved.
9. All pruning work within 10 feet of an overhead-energized conductor shall be assumed by the appropriate utility.
10. The use of climbing spurs or spike shoes shall not be permitted for climbing or working in trees.

### C. PRUNING FOR REQUIRED CLEARANCE:

1. All pruning for required clearances shall be in conformance with the City of Woodburn Ordinance 2424. Property owners have responsibility for street trees adjacent to their property.
2. Where inappropriate trees are planted under overhead utility lines and where the excessive size of the trees requires frequent and substantial pruning, City permission may be sought to remove and replace the trees with specific species approved for planting under overhead utilities.

### D. TREE PROTECTION:

**Purpose:** This section is intended to aid in the protection and preservation of trees while maintaining existing facilities or new construction activities and to provide technical assistance by describing methods for tree protection during these activities. The following requirements are mandatory for street trees and are highly recommended for all other trees.

1. Removal of soil or excavation under the drip line of any street tree shall be restricted to the minimum amount necessary for proper accomplishment of the proposed construction.
2. Use retaining walls with discontinuous footings to maintain natural grade as far as possible from trees. Excavate to finish grade by hand, cut exposed roots with a saw to avoid wrenching and shattering from equipment. Spoil beyond cut face can be removed by equipment sitting outside the dripline of the tree.
3. Woody vegetation to be removed adjacent to trees should be cut at ground level and not pulled out by equipment to avoid root injury to such trees.
4. Utility trench locations will be coordinated with installation contractors. Utility trenches will be consolidated wherever possible. Excavate trenches by hand in areas with roots larger than 2 inches in diameter. Tunnel under woody roots larger than 4 inches in diameter rather than cutting them. If necessary, equipment should operate on double, overlapping, thick plywood sheets within the drip line.
5. Prune to height requirements prior to construction. Consider maximum height requirements of construction equipment and emergency vehicles over roads. All pruning must be done by or under the direction of a Certified Arborist or licensed tree service, not construction personnel.

6. During construction activity fence trees to keep traffic and storage from within the drip line of trees. Provide a storage yard and traffic areas for construction activities away from trees. Protect soil surface from compaction.
7. All trees on which vines are growing shall have said vines removed. Vine tendrils shall be removed in a manner which shall not injure trees or cause scarring of low branches and tree trunks.
8. Dumping of waste from job sites is prohibited around the base of the tree(s).
9. Maintain the original ground level around trees.
10. When root cutting for sidewalk replacement, no more than three roots of greater than 3 inches in diameter from any given tree will be removed without consultation with the Public Works Department. Removal of more roots may require written approval of a Certified Arborist.

- Appendix A - WDO Tree Guidelines
- Appendix B - Tree Planting Detail – New Construction
- Appendix C - Tree Planting Detail – Street Tree Replacement



APPENDIX A  
WOODBURN DEVELOPMENT  
ORDINANCE  
TREE GUIDELINES

## 6.103 Tree Guidelines

The following varieties and species of trees are applicable to the requirements of the *WDO*, including:

1. The street tree requirements (*Section 2.102.07.F; 2.103.07F; 2.104.07.F; 2.105.05.F; 2.106.05.E; 2.107.07.D; 2.109.06.E; 2.110.06.E; and 2.111.06.E*);
2. The streetscape requirements (*Section 3.106.03.A*); and
3. The off street parking areas (*Sections 3.106.03.B*).

Other varieties, species, cultivars may be accepted upon review and approval by the Community Development Director.

### Small Trees

<i>18-30 feet in height</i>			
Common Name	Scientific Name	Common Name	Scientific Name
Globosum Norway Maple	<i>Acer platanoides</i> 'Globosum'	Kwanzan Cherry Plum	<i>Prunus</i> 'Kwanza'
'Fastigiata' Golden Raintree	<i>Koelreoteria paniculata</i> 'Fastigiata'		
<i>30-40 feet in height</i>			
Common Name	Scientific Name	Common Name	Scientific Name
English Hedge Maple	<i>Acer camestre</i>	Golden Raintree	<i>Koelreoteria paniculata</i>
Gerling Red Maple	<i>Acer rubrum</i> 'Gerling'	Chanticleer Pear	<i>Pyrus calleryana</i>
Tilford Red Maple	<i>Acer rubrum</i> 'Tilford'	Ranch Callery Pear	<i>Pyrus calleryana</i>
Schlesinger Red Maple	<i>Acer rubrum</i> 'Schlesinger'	Trinity Pear	
Pyramidal European Hornbeam	<i>Carpinus betulus</i> 'Pyramidal'	Mongolian Linden	<i>Tilia mongolica</i>

#### Section 6.103

Woodburn Development Ordinance [WDO]

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## Medium Trees

<i>35-50 feet in height</i>			
Common Name	Scientific Name	Common Name	Scientific Name
Cavalier Norway Maple	Acer platanoides	Crimean Linden	Tilia x euchlora
Royal Crimson Maple	Acer platanoides 'Royal Crimson'	Rancho Littleleaf Linden	Tilia cordata 'Rancho'
Shade King Red Maple	Acer rubrum 'Shade King'	European Hornbeam	Carpinus
Ruby Red Horse Chestnut	Aesculus x carnea 'Briotii'		

## Large Trees

<i>60-120 feet in height</i>			
Common Name	Scientific Name	Common Name	Scientific Name
Cleveland Norway Maple	Acer platanoides 'Cleveland'	American Linden	Tilia americana
Norway Maple Cultivars	Acer platanoides	Beech	Fagus Species
Sycamore Maple	Acer pseudoplatanus	Tupelo, or Blackgum	Nyssa sylvatica
Red Maple	Acer rubrum	Blue Ash	Fraxinus quadrangulata
Sugar Maple	Acer saccharum	Oriental Planetree	Plantanus orientalis
Thornless Honeylocust	Gleditsia triacanthos var. inermis		

## Prohibited Trees

Fruit bearing trees, conifers, or any of the following trees are prohibited within public rights of way and utility easements.		
Common Name	Scientific Name	Negative Attributes
Almira Norway Maple	Acer platanoides 'Almira'	Sidewalk damage
Box Elder	Acer negundo	Weak wood, sidewalk damage
Silver Maple	Acer saccharinum	Sidewalk damage, root invasion into pipes
Horse Chestnut	Aesculus hippocastanum	Significant litter [hard fruit (nut) 1"-3" dia.]
Tree of Heaven	Ailanthus altissima	Sidewalk damage
Lavalle Hawthorne	Crataegus lavellei	Hazardous [thorns on trunk and branches]
Hickory, Pecan	Carya Species	Significant litter [hard fruit 1"-3" dia.]
Cataplas	Catalpa Species	Significant litter [hard fruit 12" or more, elongated pod]
Hackberry, or Sugarberry	Celtis Species	Significant litter [Fleshy fruit, less than 0.5" dia.]
European Ash	Fraxinus excelsior	Disease susceptible, significant litter
Green Ash	Fraxinus pennsylvanica	Susceptible to insects and disease, crotch breakage, significant litter
Desert, or Velvet, Ash	Fraxinus velutina	Susceptible to bores, crotch breakage, significant litter
Ginko, or Maidenhair, Tree	Ginko biloba	Disgusting odor from squashed fruit when female near male
Winter Crab Apple	Malus 'Winter Gold'	Significant litter [Fleshy fruit, 0.5" to 1.0" dia.]
Profusion Crab Apple	Malus 'Sargent'	Significant litter [Fleshy fruit, less than 0.5" dia.]
Holly	Ilex Species	Sight obstruction [evergreen, low foliage]
Walnuts	Juglans Species	Significant litter [hard fruit (nut) 1"-3" dia.]

### Section 6.103

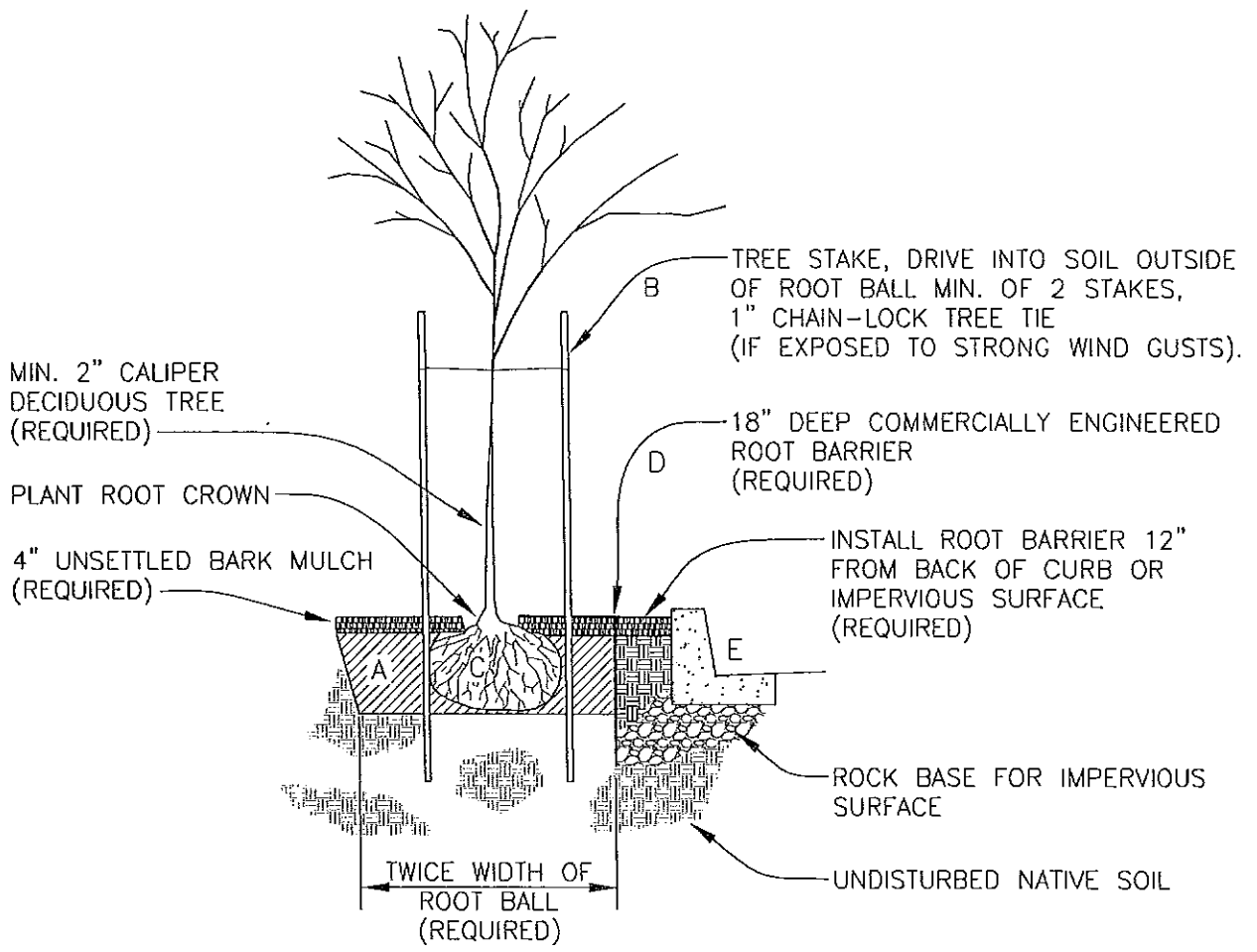
Woodburn Development Ordinance [WDO]

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**Prohibited Trees** (continued)

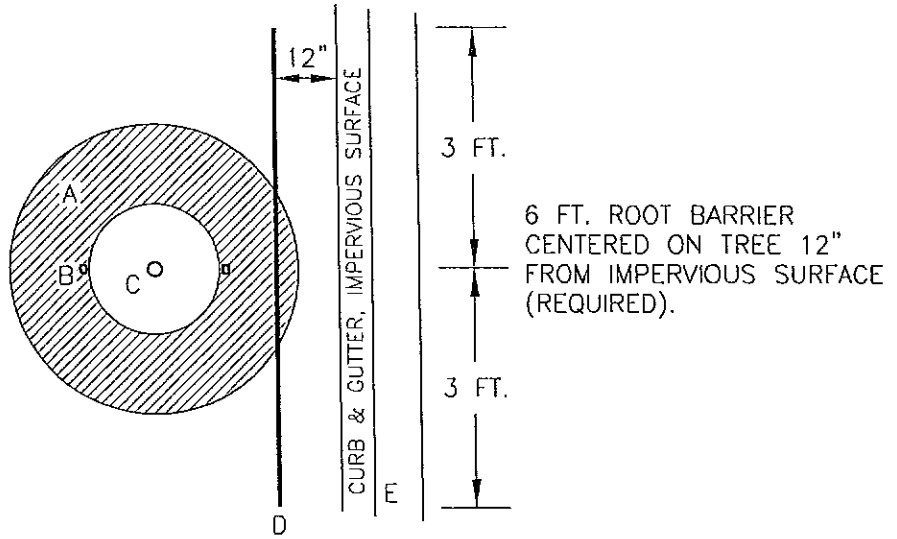
Fruit bearing trees, conifers, or any of the following trees are prohibited within public rights of way and utility easements.		
Common Name	Scientific Name	Negative Attributes
Sweetgum	Liquidambar styraciflua	Significant litter [hard fruit (nut) 1"-3" dia.]
Oak	Quercus Species	Significant litter [hard fruit 0.5"-1" dia.]
Spruces	Picea Species	Sight obstruction [evergreen, low foliage]
Pines	Pinus Species	Sight obstruction [evergreen, low foliage]
Poplar, Cottonwood	Populus Species	Brittle, significant litter
Thundercloud Plum	Prunus "Thundercloud"	Significant litter [Fleshy fruit, 1 to 3" dia.]
Willow	Salix Species	Root invasion into pipes
Lilac	Syringa Species	Sight obstruction [low foliage], associated with pollen allergies
Elms	Ulmus Species	Susceptible to Dutch elm disease

APPENDIX B  
TREE PLANTING DETAIL  
NEW CONSTRUCTION



**SECTION**

- A PLANTING PIT
- B TREE STAKES
- C ROOT BALL
- D 18" ROOT BARRIER
- E CURB OR IMPERVIOUS SURFACE



**PLAN**

**WOODBURN**  
OREGON  
Incorporated 1889  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

**STREET TREE PLANTING  
NEW CONSTRUCTION**

REV: OCT. 2007
SCALE: NTS
DWG No. <b>1</b>

APPENDIX C  
TREE PLANTING DETAIL  
STREET TREE REPLACEMENT



MIN. 2" CALIPER  
DECIDUOUS TREE  
(REQUIRED)

PLANT ROOT CROWN

4" UNSETTLED BARK MULCH  
(REQUIRED)

18" DEEP COMMERCIALY ENGINEERED  
ROOT BARRIER  
(REQUIRED)

INSTALL ROOT BARRIER 12"  
FROM BACK OF CURB OR  
IMPERVIOUS SURFACE  
(REQUIRED)

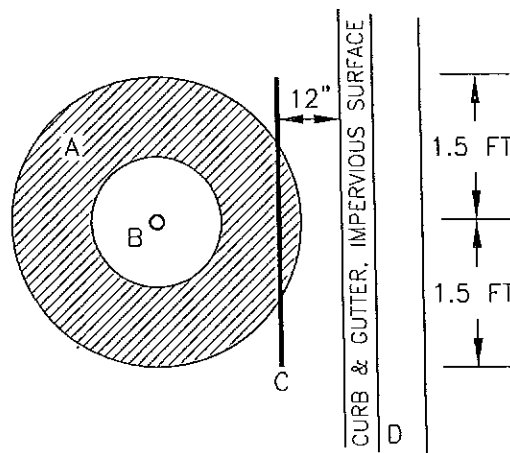
ROCK BASE FOR IMPERVIOUS  
SURFACE

UNDISTURBED NATIVE SOIL

TWICE WIDTH OF  
ROOT BALL  
(REQUIRED)

SECTION

- A PLANTING PIT
- B ROOT BALL
- C 18" ROOT BARRIER
- D CURB OR IMPERVIOUS SURFACE



3 FT. ROOT BARRIER  
CENTERED ON TREE 12"  
FROM IMPERVIOUS SURFACE  
(REQUIRED).

PLAN

**WOODBURN**  
OREGON  
Incorporated 1889  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

**STREET TREE PLANTING  
REPLACEMENT**

REV: OCT. 2007  
SCALE: NTS

DWG No.

**1**