



# TREE PLANTING REQUEST FORM (Agreement on page 2)

I \_\_\_\_\_ the property owner of \_\_\_\_\_  
(PRINT/Property Owner Name) (PRINT/ mailing Address including "ST." "AVE.")  
hereby acknowledge that I am the owner of the above said property. I request that the City of Des Moines plant tree(s) on the public right-of-way adjacent to my property. I understand that there is no charge for this service. I agree to perform general upkeep of the tree planting bed by weeding, annually mulching, and providing water for establishment and during drought periods.

I also understand this form does not guarantee that a tree(s) will be placed adjacent to my property. Upon receipt of this request, the city will do a site analysis to determine the suitability of planting a tree at this location.

**Please initial all that apply and sign below:** ( \* agreement is required to qualify)

- \*  I have read and understand the terms described in Agreement to Plant a Street Tree \*
- \*  I agree to share in the responsibility to care for the requested tree(s).\*
- I am willing to volunteer to help plant my tree.
- I am willing to help care for other trees in my neighborhood.
- I am interested in taking a tree education and advocacy class

Property Owner \_\_\_\_\_  
*Signature*

Planting Address \_\_\_\_\_  
Des Moines, IA Zip \_\_\_\_\_

Neighborhood \_\_\_\_\_

Telephone Number ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Please return completed **TREE PLANTING REQUEST FORM** to:

**City of Des Moines Public Works Department  
Attn: Municipal Arborist, David Jahn  
216 SE 5th  
Des Moines, IA 50309**

**OR**

If this request is part of a coordinated effort within your neighborhood or business district please return to the individual or organization listed below. This individual or organization will assemble and forward all requests to the City.

NAME: \_\_\_\_\_ Organization: \_\_\_\_\_

*Property Owners - Keep this page for your records*

## **Agreement to Plant a Street Tree in Des Moines**

By signing the Tree Planting Request Form, you, the property owner, agree with the terms of this Agreement to Plant a Street Tree as follows:

- A representative of the City of Des Moines will inspect your location and determine whether it is an appropriate site for a tree(s) to be planted.
- The City shall determine an appropriate tree species for your location.
- You will water the tree 10-15 gallons per week (the equivalent of 1" of rain) March through December for two years.
- You will protect your tree from damage by cars, lawn mowers, etc.
- You will notify the City of Des Moines if the tree appears to be sick or damaged.

You understand that:

- Your request for a tree may be denied—not all sites are appropriate for tree planting.
- Street trees and trees in the public right-of-way are the property and responsibility of the City of Des Moines. Trees planted outside of the public right-of-way are the responsibility of the property owner.
- Only the City of Des Moines can authorize major pruning or removal of street trees.

### **The Benefits of Trees**

- Increase property values
- Bring beauty and character to neighborhoods
- Save energy, cut heating and air-conditioning costs
- Shade and cool neighborhoods reducing temperatures on the hottest summer days
- Clean pollutants out of the air and water
- Reduce storm water runoff
- Buffer and reduce noise
- Promote community interaction and renewal
- Provide habitat for birds and wildlife