



**City of Mt. Pleasant, Michigan
Guidelines and Eligibility Requirements
For Spring Tree Planting Program**

Applications for the Spring Tree Planting Program are available at City Hall – 401 N. Main Street, and the Public Works Building - 1303 N. Franklin Street. Return applications to:

Mt. Pleasant Division of Public Works
Public Works Building - Street Department
1303 N. Franklin Street
Mt. Pleasant, MI 48858

****DEADLINE FOR RECEIPT OF APPLICATIONS IS DECEMBER 31ST OF THE
CURRENT YEAR FOR PLANTING THE FOLLOWING SPRING****

1. Applications for a free tree must be submitted by December 31st of the current year. Applications are available at the Public Works office or online at www.mt-pleasant.org.
2. There is a limit of one (1) tree per property owner/applicant each year.
3. No more than one (1) tree will be planted per 30 feet of front footage. Properties that have more than one (1) tree per 30 feet of front footage will not be eligible for a new tree. Note: The new tree cannot be planted in the same location as a tree that has been removed because any remaining roots may not allow the new tree to grow.
4. The City will determine the types of tree species that are available in the Free Tree Planting Program, with recommendations from the Tree Inventory Management Plan. See the City's Free Tree Planting Program brochure for the current selection. Please note that the species may change at the discretion of the Public Works Department.
5. The street superintendent will determine the best planting location of the tree, based on consideration of alignment of existing trees, utilities, and other structures such as sidewalks. Planting will be in the street right-of-way only (between the curb and sidewalk).
6. A green stake, marking tree placement, will be placed in the right-of-way at least 48 hours in advance of planting. Questions or concerns should be directed to the street superintendent at 779-5401, Monday through Friday, from 8:00 a.m. to 4:00 p.m.
7. Please mark any underground sprinkling systems before the tree is planted. **The City is not responsible for damage to systems that have not been marked.**
8. Property owners/residents shall be responsible for regularly watering trees planted by the city under this program. Regular watering during the first two (2) years following planting is critical, especially during the summer months. **Improper care or neglect of trees planted under this program will disqualify the resident/property owner from eligibility for any future tree planting programs.**
9. In the event that the number of applications received exceeds the allotted number of trees purchased for planting, the excess applications will be kept on file for planting the following year.



City of Mt Pleasant, Michigan
SPRING TREE PLANTING APPLICATION

Applicant's Name

Property Owner's Name (if different than applicant)

Address

Address

Telephone No. (best # to contact you)

City State Zip Code

Existing overhead wires? ___ Yes ___ No ___ Uncertain

Irrigation system? ___ Yes ___ No (Note: The system must be marked. The City is not responsible for damage to systems that have not been properly marked.)

Address for tree planting: _____
(if different than above)

Specify preferred species of tree: _____
(See the City's Free Tree Planting Program brochure for current selection.)

Specify preferred location for planting: _____
(ex. North of driveway, to the right of existing tree, etc. Location must be within the city right-of-way-between curb and the sidewalk)

Specify front or side for corner lots: _____ front _____ side

Applicant's Signature

Date

DO NOT WRITE BELOW THIS LINE

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Date Received at DPW: _____ Number of existing trees: _____

Utility problems (specify): _____

Application ___ Approved ___ Denied ___ Reason _____

Species planted: _____ Date planted: _____

Comments: _____

1-Year Follow Up

TREE SURVIVAL: OK _____ DEAD _____ Other (specify) _____