



## A Partnership to Enhance Springfield's Community Forest

### **PROGRAM GOALS**

- Develop and maintain our community forest.
- Generate community pride within our neighborhoods.
- Promote the importance of trees in urban areas.
- Encourage sustainability to benefit future generations.

### **ELIGIBLE APPLICANTS**

- Neighborhood Organizations
- Springfield Residents
- Springfield Public Schools
- Springfield Businesses

### **PROGRAM GUIDELINES**

- All trees will be planted on **City Right-of-Way** and in compliance with [City Code](#).
- A [City Tree Permit](#) will act as means of communication and as a form of commitment by permit applicant and the City.
- The City of Springfield will acquire and plant the trees.
- The property owner will be responsible for tree care maintenance during establishment.

### **APPLICATION REQUIREMENTS**

- [Questionnaire](#)- may be completed on the NeighborWoods Website, mailed in as a hard copy, or scanned and submitted through e-mail.
- [Tree Permits](#) may be completed on the NeighborWoods Website, mailed in as a hard copy, or scanned and submitted through e-mail.
  - ◊ One tree permit must be completed for every property.
  - ◊ Proposed planting sites must follow [City Code](#).
  - ◊ Planting sites will be inspected by the NeighborWoods Coordinator after tree permits are submitted.
- [Commitment](#)- Applicant must follow the [Tree Care Maintenance Schedule](#).
  - ◊ Additional tree care maintenance resources are available on the [NeighborWoods website](#).

**\*Note: Consideration will be given only to projects with all the above requirements included and complete.**



### **MAIL COMPLETED APPLICATIONS TO:**

City of Springfield Urban Forestry Program Attn: NeighborWoods Coordinator  
1010 W. Chestnut Street Springfield, MO 65802

**QUESTIONS:** 417-874-2202 or [NeighborWoods@springfieldmo.gov](mailto:NeighborWoods@springfieldmo.gov)



## TREE CARE MAINTENANCE SCHEDULE

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
<b>Water</b>	*	*	*	**	**	**	**	**	**	*	*	*
<b>Mulch</b>			*	*					*	*		
<b>Weed Control</b>			*	*	**	**	**	**	**	*		
<b>Inspect</b>	*	*	*	*	*	*	*	*	*	*	*	*

\* normal maintenance      \*\* increased maintenance

**Establishment Tree Care is for a period of 3 years.**

### Watering

- Trees on establishment need 20 gallons of water per week, divided into one or two watering sessions.
- Provide water at a slow rate to avoid runoff ( ~1 gallon per minute).
- Water stress in trees can be caused by lack of water or excessive watering. Symptoms include wilting, leaf drop, and drying/browning of the foliage especially at leaf edges.

### Mulching

- Apply mulch as needed to tree beds in a six foot diameter circle that is three inches deep.
- Do not place mulch against the trunk of the tree, leave about a fist width between the trunk and the start of the mulch ring.
- The mulch ring should resemble a donut shape with the tree in the center.

### Weed Control

- Weeds should be removed from the mulched area around the tree.
- Avoid using herbicides around newly planted trees.

### Inspections

- Inspect trees regularly for insects, disease, physical, and environmental damage.
- If any of the above problems are present contact the NeighborWoods Coordinator.



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