



REBECCA BOMBERO  
DIRECTOR

# City of New Haven

## Department of Parks, Recreation & Trees

DAVID R. BELOWSKY, PRESIDENT, BOARD OF PARK COMMISSIONERS  
WILLIAM CARONE, DEPUTY DIRECTOR



TONI N. HARP  
MAYOR

### ADOPT-A-TREE PROGRAM TREE POLICY

The Department of Parks, Recreation and Trees for the City of New Haven is pleased to accept the donation of services to help maintain and care for the street tree population. Adopt-a-Tree applications are available on line and at the Park Office at 720 Edgewood Avenue. Members of the Adopt-a-Tree program with the City of New Haven Parks Department are welcome to provide tree pruning services for City trees within the following guidelines:

- Application for permission to have a private company prune City trees must be made two weeks in advance of the time this work is anticipated.
- Pruning of trees must meet the standard and acceptable arboricultural practices.
- The Department of Parks Tree Warden and/or arborist will meet with the applicant to determine the extent of work anticipated on the city street tree.
- No tree work shall be performed within ten (10) feet of the utility wires without express permission from the New Haven Tree Warden.
- All tree companies contracted must provide an insurance certificate in the amount of one million dollars naming the City of New Haven as additionally insured. Copies of the insurance certificate and the arborist license for the company must be submitted to the Parks Department prior to commencement of the work. Copies of those documents can be faxed to 946-6556 or mailed to New Haven Department of Parks, Recreation and Trees, Attention Tree Warden, 180 Park Road, Hamden, CT 06517.
- Standard procedures for work zone safety, OSHA standards for tree work, and public safety shall be observed.
- The New Haven standard for pruning dictates trimming shall be no higher than 10 feet from the public sidewalk; no further than 10 feet from the adjacent building or structure; and no higher than 14 feet from the public road surface.
- Prohibited practices include: use of spurs or climbing irons; use of improperly disinfected tools; topping; drop-crotching; and finishing with non-flush final cuts or stubs.
- Notice of application of pesticide application be made upon completion of treatment to allow for appropriate tracking and monitoring of trees by a licensed applicator



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### ADOPT-A-TREE PROGRAM PRIVATE CONTRACTOR APPLICATION

DATE: \_\_\_\_\_

#### TREE ADOPTION

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

ADDRESS OF TREE: \_\_\_\_\_

DAYTIME TELEPHONE NUMBER: \_\_\_\_\_

NAME OF FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CERTIFIED ARBORIST NAME AND LICENSE NUMBER: \_\_\_\_\_

PERMISSION IS GRANTED TO THE ABOVE TREE CARE COMPANY TO PRUNE  
TREES AT THE FOLLOWING LOCATIONS:

TREE SPECIES	LOCATION	SCOPE OF WORK

By signature, the tree care company agrees to abide by all policies, procedures, and regulations as set by the New Haven Tree Warden.

Signature \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



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### ADOPT-A-TREE PROGRAM NOTICE OF PESTICIDE APPLICATION

DATE: \_\_\_\_\_

#### TREE ADOPTION

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

ADDRESS OF TREE: \_\_\_\_\_

DAYTIME TELEPHONE NUMBER: \_\_\_\_\_

NAME OF FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CERTIFIED ARBORIST NAME AND LICENSE NUMBER: \_\_\_\_\_

THE ABOVE TREE CARE COMPANY TREATED TREES AT THE FOLLOWING  
LOCATIONS:

TREE SPECIES

\_\_\_\_\_

LOCATION

\_\_\_\_\_

\_\_\_\_\_

SCOPE OF WORK

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

By signature, the tree care company acknowledges that all work was done  
under the supervision of a Licensed Arborist by a licensed pesticide applicator.

Signature \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_