

City of Pomona
- Vibrant, Safe & Beautiful -



ADOPT-A-TREE PROGRAM

Dear Tree Sponsor:

The City of Pomona is proud of our urban forest with our shade canopy. There are many benefits of living with a healthy urban forest: trees shade our homes and streets, purify our air, and provide food and shelter for wildlife.

Forests grow old and young trees struggle in our urban environment. Unless serious efforts are made soon, we will lose the forest that makes the City of Pomona the place we care about so much.

Your decision to become a "Tree Sponsor" is an important step in the direction of renewing our urban forest. As a sponsor, you will care for a tree that will be planted near your home. The tree will be planted in the proper season. With your help in donating water, the tree will grow to be beautiful and strong for many decades.

This voluntary program represents the kind of cooperation between the City and our community that is a Pomona tradition. The City is grateful for your help, and as the tree grows, your contribution to keeping Pomona an urban forest will be appreciated by your neighbors as well.

Sincerely,

The City of Pomona

ADOPT-A-TREE PROGRAM

Tree Sponsor Information Sheet

Planting Date: Ideally, Adopt-A-Trees are scheduled to be planted between October and January of each year.

Planting Details: Employees of the Public Works Department will plant the trees by digging a large hole, improving the soil with peat and slow-release fertilizer, mulching around the base of the tree, and staking, if it is necessary.

Watering: Ideally, newly planted trees require 10 gallons of water at the following times. Ten gallons will dribble out of a hose in a ¼" stream of water in about 30 minutes.

First Year: 3 times a week during first month
1 time a week until March 31st

Second Year: 3 times a week during April 1st to June 30th
2 times a week, July 1st to October 1st

Third Year: 3 times a week during April 1st to June 30th
2 times a week, July 1st to October 1st

Any questions? Call the City of Pomona's Parks & Facilities Division at: (909) 620-3759.



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Adopt-A-Tree Program Agreement



I want to help keep the City of Pomona an urban forest by acting as a Tree Sponsor in the City of Pomona's Adopt-A-Tree Program. The Public Works Department will plant a tree on or near the right-of-way or easement adjacent to my home. I hereby grant permission for the City to access my property to perform the tree installation. After the tree has been planted and mulched, I will water the tree regularly, use care to protect it when mowing, and if I move, I will inform the person who resides at this address after me, regarding these responsibilities.

Property Owner Name: _____
(Please Print)

Address Where Tree Will be Planted: _____

Primary Mailing Address: _____

Same as Above

Phone: Home _____

Cell _____

By checking this box, I confirm that I have read the terms and conditions of the Adopt-A-Tree Program Agreement and that I understand them and I agree to be bound by all requirements.

Signature _____ Dated _____



TREE SERVICE REQUEST FORM

A written application must be submitted to the Public Works Department: Parks & Facilities Division requesting: out of grid inspection or trim, planting, or removal of city parkway tree and arborist reports. Please complete the following information which is pertinent to your request and enclose any applicable fees.

Applicant's Name: _____ Date: _____

Applicant's Address: _____

Telephone: _____ Email: _____

Please check appropriate box:

- | | |
|--|---|
| <input type="checkbox"/> Arborist Report (\$150 per hr.) | <input type="checkbox"/> Planting a 24" tree (\$360.00) |
| <input type="checkbox"/> Planting a 36" tree (\$1,000.00) | <input type="checkbox"/> Pruning @ cost depending on the size of tree |
| <input type="checkbox"/> Planting Site Inspection (\$70.00) <i>City staff will evaluate site and determine if the site is viable for tree planting.</i> | |
| <input type="checkbox"/> Removal Inspection (\$220.00) <i>Trees will not be removed unless the inspector determines that the tree meets the tree removal criteria set forth by the Tree Preservation Ordinance and the City Arborist (Municipal Code Section 1959, 18-39; Ord. No. 1723, #2; Ord No. 2675 #14). This fee may be refunded if the removal criterion is met.</i> | |

- Included in the above fees is a \$10.00 administration charge

Address of tree(s) to be inspected, trimmed, removed, planted or arborist report completed on:

Please make check payable to: City of Pomona. Mail or deliver to Public Works Department: Parks & Facilities Division 636 W. Monterey, Pomona, CA 91768. If you have additional questions, feel free to contact Parks Staff at 909-620-3759.

No unauthorized trimming, topping or removal is allowed on City trees without prior approval from the City Arborist. Any property owner, upon securing permission of the City Arborist, may trim/remove approved tree in the parkway upon or abutting upon the property of such owner. The City Arborist will require the property owner to cover the full cost for tree replacement if the tree is removed or damaged during trimming (**See Municipal Code Section: 1959, 18-39; Ord. No. 1723, #2, Ord No. 2675 #14**).

Signature of Applicant/Property Owner: _____ Date: _____

REASON FOR REQUEST

Please explain reason for request in space provided. Attach a separate piece of paper if more space is needed and/or picture(s) are provided.