



CHEVY CHASE VILLAGE CRIER

THIS MONTH IN THE CRIER

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IMPORTANT INFORMATION

Monday, November 10, 2014 at 7:30 p.m.

Board of Managers’ Meeting
Chevy Chase Village Hall

Appeals: 5419 Center Street
18 Hesketh Street

November 4: General Election

November 7, 18: Chevy Chase @ Home’s
Meet and Mingle

November 10: Board of Managers’ Meeting

November 11: Veterans’ Day, Offices Closed

November 27: Thanksgiving Day,
Offices Closed

December 8: Board of Managers’ Meeting

December 17: Annual Holiday Party from
6:00 to 8:00 p.m.

**December Appeal/Variance Deadline
11/17 at 5:00 p.m.**

5906 Connecticut Avenue
Chevy Chase, Maryland 20815
phone: 301.654.7300
fax: 301.907.9721
email: ccv@montgomerycountymd.gov
website: www.chevychasevillagemd.gov

NEW STREET SWEEPING SERVICE

The Village Board has approved a new street sweeping service. Beginning in March of 2015, a contractor will sweep/vacuum Village streets throughout the community on a monthly basis through October. Sweeping will typically take place during the first week of the month.

There is no set schedule as sweeping is weather dependent and subject to change. Sweeping will be scheduled so as to avoid conflict with other major Village projects. For this reason, certain months may be skipped. If this must occur, the Village office will attempt to provide ample notice to residents via the Village website.

The Village office will make every attempt to provide one week’s notice to residents in advance of the monthly sweeping. This notice will be provided via the calendar located on the Village’s website and in the preceding week’s Friday blast email. The Village office may not be able to provide notice of cancellations; however, rescheduling will be posted through the same means as outlined above.

Residents will be encouraged to remove their personal and visitors’ vehicles from Village roadways on the expected sweeping days. No attempts will be made to find owners or otherwise remove vehicles that have been left parked on the roadway. The contractor will be directed to sweep around any parked vehicles.

For more information regarding this new service, please contact the Village office.

AMENDMENTS TO THE VILLAGE’S ELECTIONS PROCESS

As reported in last month’s issue, the Village Board has approved amendments (Resolution No. 09-01-14) to the Village Charter to set a process for the election of members to the Board of Managers, including setting a date for the beginning of their term, to clarify qualifications for voting and candidacy, to formally establish the Elections Supervisors (formerly referred to as the Elections Committee) and their duties, and to require an individual to file a certificate of candidacy and a financial disclosure statement to qualify as a candidate. These changes will greatly improve the efficiency and public understanding of the local election process in the Village.

Accordingly, at its meeting in October, the Village Board adopted a new Chapter 26 of the Village Code

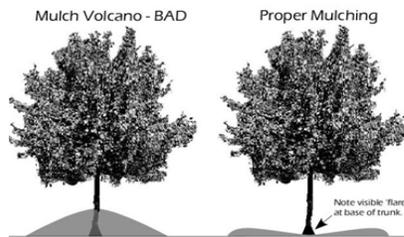
...Continued on Page 3, First Column

WINTERIZING TREES

BY DR. TOLBERT FEATHER, VILLAGE ARBORIST

Trees have been overwintering in place for thousands of years. The main defense for broadleaf trees (maples, oaks, sycamore, etc.) is to shed leaves and slow down the movement of water and nutrients within the wood. We call this a deciduous tree. Evergreen trees (pines, spruce, hemlock, cedar, etc.) have a different strategy. Evergreen trees retain leaves (needles) throughout the winter and even are functional during the winter, at a reduced rate, transporting water and making photosynthates (food).

Deciduous trees can adapt and defend themselves against the winter elements. Established trees don't require any "help". Freezing and thawing of topsoil could harm newly planted trees. This can be mitigated by applying 2-3" of mulch around the base of the tree. The mulch can be shredded hardwood, pine bark, pine fines or compost. Remember not to pile the mulch around the stem of the tree (see picture below).



Evergreen trees are active during the winter so they lose water through the leaves (needles). "Winter burn" on evergreen trees is caused by the relatively lower humidity during the winter months combined with winds. These conditions can dry out and kill leaves. Usually established trees are acclimated to winter but newly planted evergreens may be damaged. The best way to reduce damage is to keep the new evergreen trees moist by watering the base during the winter months with 3 – 4 gallons of water once a week.

Winter is a good time to prune deciduous trees, not necessarily because they are dormant, but because the leaves are off and the structure of the tree is visible.

It is easy to prune smaller or newly planted trees and it is important to do early pruning to shape trees. A great online guide for pruning trees can be found at <http://www.extension.umn.edu/distribution/horticulture/dg0628.html>.

Lastly, the State of Maryland requires contractors that are performing tree work to be licensed through the Department of Natural Resources. Ask for your contractor's Licensed Tree Expert number before you hire them.

BOARD ADOPTS FINAL RECOMMENDATIONS FROM TASK FORCE ON COMMITTEES

Volunteers Sought for Newly Established Committees

Following a Public Hearing held on October 13, the Village Board unanimously approved the Task Force Report on Village Committees. The Task Force had worked over the previous year to review the existing structure of Village committees and commissions and to determine whether these committees and commissions continue to meet current Village needs.

The Board approved the elimination of some existing committees; revisions to the scope of work or mission statements of other existing committees; and the creation of new committees to address subjects not covered by present committees. A copy of the adopted Task Force's report is available on the homepage of the Village website under Quick Links.

New Committees in Need of Members

Three new committees were created as a result of the Task Force's recommendations; two new standing committees: a Financial Review Committee (5-person committee including Chair) and a Welcoming Committee (5 to 7-person committee including Chair); and an ad hoc or single-purpose Charter Review Committee (5-person committee including Chair).

The Board is seeking members for these newly formed committees and a Chair for the Financial Review Committee. If you are interested in joining one of these committees, please visit the respective committee page under the "Village Committees" section of the Village's website for more information and to complete a membership form. Your membership form will be submitted to the Board for consideration. The Board will confirm committee appointments in December. You may also contact the Village Manager, Ms. Shana Davis-Cook, for more information: shana.davis-cook@montgomerycountymd.gov or (301) 654-7300.

MARK YOUR CALENDARS...

The Village's Annual Holiday Party will be held on Wednesday, December 17 from 6:00 - 8:00 p.m. More information will be mailed to residents in mid-November.



ANNUAL LEAF COLLECTION



The Public Works Department's yearly leaf collection is in full swing and will continue as often as needed through December.

Each week, the leaf truck on the west side of the Village will begin on West Melrose Street and work south ending on Western Avenue; and the leaf truck on the east side will begin on East Irving Street working north and ending on Quincy Street.

Residents on Bradley Lane are required to bag their leaves before placing them at the roadside. Bradley Lane leaf bags will be collected throughout the week, as part of your normal yard waste collections. If you are planning to bag your leaves, they must be placed in paper bags. Public Works will not pick up leaves that have been bagged in plastic.

Residents are asked to rake their leaves as close to the curb as possible without putting them in the roadway gutter. Should it rain, leaves piled in the gutter will dam the water causing it to pond. Please avoid boxing in piles of leaves between cars both for easier accessibility for the collection crews and safety for your vehicles.

Sticks and other sharp tree and garden debris should be left loose and placed in separate piles from leaves. Sharp debris can tear the leaf collection hoses or dull the blades, resulting in repairs to the vacuum machinery that can cause delays in the schedule.

Leaves on each block in the Village should be collected once per week. Schedule updates will be circulated on the weekly blast emails.

...Continued from the cover article, "Amendments to the Village's Election Process"

(Resolution No. 10-02-14) to formally establish and outline the duties of the Elections Supervisors.

To view the approved resolutions, please visit the Village's website under the Governance, Our Laws and Regulations page. Residents can also feel free to contact the Village office for more information.

LED STREETLIGHT PILOT PROGRAM STATUS UPDATE

At the November 10 meeting of the Board of Managers, staff will present a comprehensive report on the status of the Village's LED streetlight pilot program and recommendations for potential upgrades to the Village's street lighting. The Board will also review the feedback received from residents on the sample LED streetlights.

The feedback you provide is critical in evaluating the adequacy and appropriateness of this lighting within the community. Feedback can still be submitted by e-mail to ccv@montgomerycountymd.gov.

Residents are strongly encouraged to attend the meeting. A map showing the exact locations of the lights is available on the Village website at www.chevy ChaseVillageMD.gov by clicking on the "Capital Improvements and Utility Upgrade Projects" link under the News tab.

CHANGES TO THE VILLAGE'S ALARMS ORDINANCE

As noted in the October *Crier*, under the new Alarms Ordinance residents will no longer be required to obtain a permit and decal for the operation of an alarm system in the Village. Instead, residents are required to register their alarm system with the Village's Communications Center, at no charge. Alarm companies must still be registered, through Montgomery County's False Alarm Reduction Unit, in order to operate within the County.

A copy of the complete ordinance is available on the Village's website under the "Governance", "Our Regulations and Policies" page.

Please contact the Village office if you have any questions.

SIGN UP FOR EMAIL BLAST(S)

Sign-up for the Village Email Blasts! The Village operates two email distribution lists to deliver information to residents:

Urgent News Alerts are emergency alerts that are sent out only on an as-needed basis. **General News Alerts**, which are geared toward community events, Board Meetings, etc. will be sent out weekly. To subscribe, please visit the Village's website at www.chevy ChaseVillageMD.gov and click on the "white envelope" located under the Village logo.

Note: In order to sign-up for the email services you must be a Village resident and have registered for access to the website.

BOARD ACTIONS

OCTOBER 13, 2014 BOARD OF MANAGERS' MEETING

Approval of Previous Meetings' Minutes

September 8, 2014 Regular Meeting - *approved*

Consent Agenda

Tree Ordinance Board Consent Agreement

Case No. 2153: Mr. and Mrs. Bryan Anderson, 29 West Kirke Street

Request to remove a twelve (12) inch diameter Red Maple located in the northeast (rear) yard of the property in order to relocate a garden shed and expand the play space of the rear yard - *approved*

Special Permit Request

A-6627(a) & (b): Mr. & Mrs. Benjamin Rippeon, 6134 Nevada Avenue

Expand a portion of a concrete driveway on the private property and in the public right-of-way - *approved*

Committee Matters

Report from the Board Task Force on Committees - *approved, as amended with 5-person Financial Review Committee*

Ms. Minh Le (Oliver Street) appointed as Chair of the Welcoming Committee and Board Vice Chair Patricia Baptiste (Grafton Street) appointed as Chair of the Charter Review Committee - *approved*

Old Business

Petition for a Sidewalk along the south side of the 5500 block of Grove Street - *approved*

New Business

Maintenance and Design Plans for Newlands Park - *approved*

Resolution No. 10-01-14: An Ordinance to amend Chapter 2, "Public Ethics", Sec. 2-3, "Definitions" and Sec. 2-6, "Financial Disclosure - Local Elected Officials and candidates to be Local Elected Officials", to clarify the definition of mutual fund interest that must be reported, to conform to recent changes in the Election Law and to provide a procedure when a candidate filing is incomplete. - *introduced*.

Resolution No. 10-02-14: An Ordinance to enact Chapter 26, "Election Supervisors", Secs. 26-1 through 26-5, to set the composition, term, qualifications and duties of the Election Supervisors. - *approved*

Resolution No. 10-03-14: An Ordinance to amend Chapter 24, "Procurement and Disposition", Article II, "Source Selection and Contract Information", Division 2, "Competitive Bidding and Proposal" to enact Sec. 24-15, "Override of Bid and Proposal Requirements" to authorize a vote of five members of the Board of Managers to override bid and proposal requirements for good cause. - *approved*

Resolution No. 10-04-14: An Ordinance to amend the fiscal year 2015 budget to increase expenditures to create a new Capital Projects line item for, and authorize, sidewalk installation, to create a new Capital Projects line item for, and authorize, Newlands Park development, and to transfer funds from General Fund reserves to cover the expenditures. - *approved*

Contract Authorization Requests: Village Hall Repairs, roof and gutter replacement and exterior painting - *the Board authorized the Village Manager to enter into a contract with Boulevard Contractors Corp for the performance of various repairs to the Chevy Chase Village Hall including roof, gutter and downspout replacement and exterior painting.*

West Kirke Street/Laurel Parkway Intersection Engineering Study - *the Board authorized the Village Manager to enter into a contract with A. Thomas Morton and Associates, Inc. for the performance engineering and design services relating to the intersection of West Kirke Street and Laurel Parkway.*

Street Sweeping - *the Board authorized the Village Manager to enter into a contract with Superior Facilities Management Services, LLC for the performance of street sweeping services throughout Chevy Chase Village.*

Village Hall Janitorial - *the Board authorized the Village Manager to enter into a contract with Alianza Building Services, Inc. for the performance of janitorial services within the Chevy Chase Village Hall and office.*

This is a synopsis of the Board's actions. To view an archive of the approved minutes, please visit the Village website: www.chevychasemd.gov by clicking Governance, Board of Managers, Board Meeting Minutes.

To listen to audio recordings of the most recent Board Meetings, please visit the Village website: www.chevychasevillagemd.gov by clicking on Governance, Board of Managers, Board Meeting Recordings.

Next Regular Board of Managers' Meeting: Monday, November 10, 2014 at 7:30 p.m.

THE POLICE BEAT

To e-mail Police Chief John M. Fitzgerald: john.m.fitzgerald@montgomerycountymd.gov

DON'T FALL PREY TO PHONE SCAMMERS

Phone scams are rampant nationwide. The Chevy Chase Village Police Department urges everyone to use the following precautions whenever they are dealing with someone over the phone whose identity is uncertain:

Consider ignoring calls from unfamiliar phone numbers. You don't have to answer the phone at all; let those calls go to voicemail and decide later whether or not you want to call back.

Don't give out information. Period. If a caller asks you for any personal or financial information, assume that they are a crook.

Never allow yourself to be pressured into making an immediate decision. Hang up. You don't have to be polite to a crook.

Report suspicious calls to the police.

To learn more about avoiding phone fraud, go to www.ftc.gov/phonefraud.

REMEMBER: DON'T DRIVE DISTRACTED

'Hands free' means just that: You can't use your hands to hold your phone—even when it's on speaker

It seems that some drivers just can't help it—they just HAVE TO make or answer that call or read that text while they're driving. It seems that it's very much like a drug addiction. When that smart phone vibrates or makes a noise, some folks have no will power—they go to the phone the way Pavlov's dog reacted to the ringing of the bell. If this describes you, STOP IT! You are endangering yourself and others. It's selfish, it's unsafe, and by the way, it's illegal.

If you cannot trust yourself to refrain from handling your smart phone while you are in control of a vehicle, then either turn it off or put it out of reach before you start driving. If you absolutely must communicate using your smart phone while you are in your car, then stop in a safe place (a parking lot or a side street—NOT in a place that will impede traffic), put the car in 'park' and make/receive that communication. Please.

ONE TEXT OR CALL COULD
WRECK
IT ALL

TRAVEL SAFETY TIPS

With the holidays approaching families will be travelling. Here are a few tips that you may find helpful during your trip:



AT THE AIRPORT

Keep your baggage wedged between your feet or have a hand on it at all times.

Don't put your purse on the X-ray belt until you are walking through the gate and can

retrieve it instantly. When lines become backed up, it would be easy for a thief to simply pick up your purse without anyone noticing.

Even though shuttle buses often provide specific areas to store bags while going to and from airport lots, it's best to keep your belongings with you.



AT YOUR HOTEL

Don't answer the door in a hotel or motel without verifying who it is. If necessary, you can verify whether the person at the door is an employee of the hotel and why they would need access to your room by calling the front desk.

When returning to your motel room late in the evening, use the main entrance. After you're in your room, secure your door using all locking devices available.

Don't display large amounts of cash or expensive jewelry -- this can draw the wrong person's attention to you.



OUR KEY PROGRAM ONLY WORKS IF WE HAVE YOUR KEY!

If you have not already done so, please return your house key in case you or a family member gets locked out and so the Village Police can access your home in an emergency.

COMMUNITY NEWS

THE SENIOR CORNER

Fall has come and with it come changes to the weather and to our M&Ms. Our Mini-Mingle on Nov. 7 this month will have our usual technical help and hopefully a knitting group. We invite anyone interested in forming a group to let us know. We always have “experts” on hand to answer questions – or to find answers to your questions. Let us know your interests, and we will try to accommodate.

November 18 – 2:00-4:00 -- Janet Platt, an Occupational Therapist at Sibley Hospital, will speak on “Caring For Arthritic Hands”. She will discuss the challenges in coping with arthritis, especially when it involves your hands, and she will share some of the ways of dealing with those challenges. Ms. Platt was Chief of Occupational Therapy at Georgetown Hospital for 25 years before joining Sibley Memorial Hospital 18 years ago. Important information for now and in the future. Come and bring a friend.

As always I remind you that all of our programs are offered to you, in cooperation with Chevy Chase Village and Chevy Chase @ Home, to bring you updated information and for your enjoyment.

Chevy Chase @ Home also offers special programs for their “Members”. We hope more of you will join CC&H and take part in two new programs, starting in November:

November 10 – 1:00-3:00 P.M. -- A Pilot Program on Current Events -- A Round Table discussion on the results of the Mid-term elections will be held at the LoewsMadison Hotel, with refreshments. Mary Kate Cary will join us. Ms. Cary is a former Presidential speech writer, the Executive Producer of the documentary Forty-One on Forty-One, featuring George W. Bush, and a frequent contributor to U.S. News and World Report.

November 17 – 11:30 A.M. - “Lunch Brunch” at La Ferme at a special price. We hope to offer this luncheon each month or every other month to members, depending on the participants.

Reservations must be made for each of the two events. For more information, please call me at: 301-656-0597 or email: bettyoconnor@verizon.net or find details on the CC@H web site.

Betty O'Connor
Chair, Village Committee for Seniors



SNOW REMOVAL FROM SIDEWALKS

Residents are responsible for clearing all snow and ice from the sidewalk in front of or abutting their property within the first forty-eight (48) hours after the cessation of falling snow. Residents who occupy corner lots are responsible for the sidewalk in front of and on the side of their property.

FOOD DRIVE

OCTOBER-DECEMBER IN THE VILLAGE HALL

For the second year in a row, Chevy Chase Village is partnering with the Manna Food Center, the largest food bank in Montgomery County. Manna has served 2.7 million individuals in Montgomery County over the last 30 years, providing 43 million pounds of food to families in need. They provide single portions of food, 3 day supplies to families, and food for kids’ lunches (on weekends) through their Smart Sacks program. They also work efficiently – 94 cents of every dollar goes straight toward feeding hungry Montgomery County residents!



What can you do? We will have a food drop-off at the Village Hall from now through December. When attending Village events (Board Meetings or the Holiday Party...), residents are asked to bring an item to add to the box. Here are some ideas: peanut butter, tuna fish, beans, oatmeal, mac and cheese, pasta, baby food, and shelf-stable milk.



The mobile service bus will visit the Friendship Heights Village Center along Friendship Boulevard on **Monday, November 24 from 10:00-2:00 p.m.** For more information, call (301)-656-2797 or visit www.FriendshipHeightsmd.gov.

NOVEMBER 23 HISTORICAL SOCIETY PROGRAM
TOPIC: "ROCK CREEK PARK, CHEVY CHASE'S WILD, WOODED NEIGHBOR"

Naturalist Melanie Choukas-Bradley and historian Scott Einberger will team up to share photographs and stories from two new books about Rock Creek Park at the Chevy Chase Historical Society's Fall Lecture on Sunday, November 23. The community is invited to the free program at 4 p.m. in the Jane E. Lawton Community Center, 4301 Willow Lane.

A Town of Chevy Chase resident and well-known author of a book on the trees of Washington, DC, Choukas-Bradley will describe the year she spent in Rock Creek Park, walking and skiing its trails, observing and recording natural events in all seasons and weather conditions. Her newest book, *A Year in Rock Creek Park: The Wild, Wooded Park of Washington, DC*, with photographs by Susan Austin Roth, captures the beauty of the Park that even frequent visitors may never see.

Historian Scott Einberger will provide a look back at Rock Creek Park's history – from the time of American Indians in the Rock Creek Valley, through the era of early mills and mansions, the area's links to the Civil War and the Park's establishment by Congress in the late 1800s. A former U.S. National Park Service interpretive park ranger, Einberger is now program director for Dumbarton Oaks Conservancy. His book, *A History of Rock Creek Park: Wilderness and Washington, DC*, was published earlier this year.

Both authors' books will be available for sale and signing after their illustrated talks, and refreshments will be served.

HOLIDAY COLLECTION SCHEDULE
FOR REFUSE AND RECYCLING
Week of Thanksgiving, November 27, 2014

IF YOUR NORMAL COLLECTION DAY IS...	YOUR COLLECTION DAY WILL BE...
Thursday	Friday
Friday	Saturday

BUILDING PERMITS ISSUED
OCTOBER 2014

- 29 West Kirke Street - Construct a two-story addition
- 5612 Grove Street - Construct a new driveway
- 108 Primrose Street - Replace driveway and front walkway
- 5 East Melrose Street - Construct relocated front walkway
- 15 East Melrose Street - Replace a portion of the driveway



5906 Connecticut Avenue
 Chevy Chase, MD 20815



BOARD OF MANAGERS

- Michael L. Denger, *Chair*
- Patricia S. Baptiste, *Vice Chair*
- Richard M. Ruda, *Secretary*
- David L. Winstead, *Assistant Secretary*
- Gary Crockett, *Treasurer*
- Robert C. Goodwin, Jr., *Assistant Treasurer*
- Elissa Leonard, *Board Member*

VILLAGE MANAGER

Shana R. Davis-Cook



**TREE PLANTING INCENTIVE PROGRAM—COST-SHARING PROGRAM FOR THE
PLANTING OF CANOPY TREES ON PRIVATE PROPERTY**

Since the spring of 2012, the Village has aggressively planted trees in public rights-of-way to stay the loss of trees due to natural causes and weather events. These efforts have gone a long way toward maintaining the tree canopy so well-loved by the residents of and visitors to our community.

However, while the Village has increased the number of trees planted in parks and along public rights-of-way during the past several years, there has been a serious diminution in the number of trees on private properties due to disease and property development. Annually, approximately 75 trees are removed from private property that are 24 inches in circumference or larger. Recognizing the high rate of privately owned mature trees that are lost each year and that good planting sites in public areas are decreasing; the Village Board has enabled a new Tree Incentive Program for the planting of “canopy” trees on private property. This new program provides purchase cost-sharing assistance to residents who plant trees meeting specified requirements on their private property.

Under the new Tree Incentive Program, the Village will reimburse residents for up to half of the total costs to a maximum of \$175 for the purchase and planting of qualifying canopy trees on privately owned properties. The total gross cost (including sales tax) will be calculated before any other state, county or other subsidies are applied. Qualifying canopy tree species include **White Ash, American Linden, Red and Sugar Maples, various Oak (White, Swamp White, Shingle, Willow, Water, Scarlet and Red), American Sycamore, London Plane, Bald Cypress, Sweet and Black Gum, American Beech, disease-resistant varieties of American Elm, Kentucky Coffee and Tulip Poplar.** Finally, purchased trees must be two and one half inches (2 ½”) in caliper or greater at the time of planting to qualify for the incentive.

The Village Board has budgeted \$7,000 for the initial year of this program, effective July 1, 2014 through June 30, 2015. Residents interested in receiving reimbursement under the program must complete the attached application (also available on the Village website and in the administrative office). Applications will be acted upon in the order they are received. Any applications received after the Village has expended its \$7,000 annually budgeted allotment for this program will be carried forward into the following year.

Additionally, applicants for Tree Removal Permits will be refunded their permit filing fee if they plant a canopy tree within six months of receiving a Village Tree Removal Permit.

For more information: call (301) 654-7300 or email ccv@montgomerycountymd.gov

Chevy Chase Village Private Property Tree Planting Incentive Program Application

Property Address:	
Resident Name:	
Home phone:	Cell phone:
E-mail:	
Reforestation Plans: (Include as much information as possible; number of trees, species, location, etc.)	

Private Property Tree Planting Incentive Program Filing Requirements:

The Village encourages resident plantings of canopy trees. The Board of Managers has allocated \$7,000 in this year’s budget to provide a cost-sharing program for the planting of “canopy” trees on privately-owned property.

If a resident chooses to participate in the private planting of a canopy tree, the Village will cover **up to half of the total costs or \$175**, whichever is the lesser, of purchasing and planting of qualifying canopy trees on privately owned sites nominated by Village residents. For this purpose:

- i. Total cost shall be the gross cost (to include sales taxes) before state and county or other subsidies. Currently, the state and county each offer \$25 toward the purchase of qualifying species.
- ii. Qualifying canopy tree species shall be White Ash, American Linden, Red and Sugar Maples, various Oak (White, Swamp White, Shingle, Willow, Water, Scarlet and Red), American Sycamore, London Plane, Bald Cypress, Sweet Gum, Black gum, American Beech, disease resistant varieties of the American Elm, the Kentucky Coffee Tree, and Tulip Poplar. The size of the purchases tree shall generally be 2.5” in caliper or greater.
- iii. The Village requires documentation from a nursery showing proof of the planting of the canopy tree, its correct size, and that the tree is one of the above qualifying species.
- iv. Applications for cash assistance will be acted upon as received. Any applications that cannot be accommodated within the approved budget for this program will be carried forward with priority to the following year.

Private Property Tree Planting Incentive Program Checklist:

- This application form, signed by resident
- Site Plan (Sharing location of new tree(s))

I hereby certify that I have the authority to make the foregoing application, that the application is correct, that I have read and understood all requirements and that the planting will conform to the Village Code and any covenants and easements on the subject property.

Applicant’s Signature: _____

Date: _____

For Use By Village Manager	Application approved with the following conditions:
For Use By Village Manager	Application denied for the following reasons: