

## **Rules and Guidelines**

To be eligible for the reimbursement of half of the cost of a newly planted tree (including tax) with the maximum reimbursement of \$50.00 OR for reimbursement of half of the cost of a tree removal (including tax) with the maximum reimbursement of \$100.00, the following guidelines must be followed:

1. All trees planted must be on the preferred or acceptable tree list. Deciduous trees must be a minimum of 6 feet tall and Spruce, Pine, and Juniper trees must be a minimum 2 feet tall.
2. Limit of 2 rebates for newly planted trees and 2 rebates for tree removal per property owner per calendar year. Only properties within the City limits of Oberlin are eligible for a rebate. Only trees located in the city right-of-way are eligible for the tree removal rebate.
3. Trees must be purchased from reputable dealer. Tree removal must be performed by a business that is licensed to perform tree removal in Oberlin. A list of licensed tree trimmers may be obtained by contacting the City Office.
4. Funds are limited and will be allocated on a first come/first-rebated basis.
5. No street trees other than those trees listed as small trees may be planted under or within 20 lateral feet of any overhead utility line. No trees may be planted closer than 5 lateral feet from any underground utility. Small street trees must be planted at least 30 feet apart, medium trees, 40 feet, and large trees at least 50 feet. A clear space distance between the curb and sidewalk must be 4 feet for small trees, 5 feet for medium trees and 6 feet for large trees. Trees must be planted 20 feet from any intersection of a 20 mph street, and 30 feet from any 30 mph street intersection. Trees cannot be planted closer than 10 feet from any fireplug. Property owners are required to call Kansas One Call (Dig Safe) at (800) 344-7233 prior

6. Trees may be planted anywhere on private property as long as that location is visible to the public. The front yard is still the preferred location.
7. Upon planting the tree, the property owner shall mulch around the base of the tree a diameter of 3 feet and 2 inches deep, with shredded wood or wood chip type mulching material. The cost of this mulching material may be included in the cost of the tree provided that the cost does not exceed the maximum rebate amount.
8. Spring trees must be purchased between April 1 and June 1, and rebate requests received by June 15 to be eligible. Fall trees must be purchased between September 1 and November 30, with the rebate request returned by Dec. 10.
9. Trees must be planted in accordance with the Oberlin Tree Policy Guidelines.
10. All trees planted in the street right-of-way must be approved prior to planting using the Street Tree Permit. Copies can be found at the city office or [www.oberlinkansas.gov](http://www.oberlinkansas.gov).
11. In order to receive a rebate, the purchaser must present the rebate form accompanied by a sales slip stating the type, size and cost of the tree to the City Clerk at the Oberlin City Office.



City of Oberlin

1 Morgan Dr.  
Oberlin, Kansas 67749  
Phone: 785-475-2217  
Fax: 785-475-2925



## Rebate Form

Date:

Property Owner Name

Address

Mailing Address (if different from above)

Home Phone Number  Cell Phone Number

Quantity  Purchased or Removed (Circle One)

Location in Yard

Species

Cost (Including Tax)

Dealer

**Signature**

Complete the above portion of this form and attach a copy of your receipt that shows the cost of each tree, species and size. By signing, the above-named purchaser hereby agrees to plant the tree(s) in compliance with the guidelines set out under the Tree Rebate Program. Mail or deliver to:

City of Oberlin  
1 Morgan Dr.  
Oberlin, Kansas 67749

**FOR TREE BOARD USE**

Representative

Approved  Not Approved

Amount of Rebate

## Preferred Tree List

<u>Common Name</u>	<u>Size</u>	<u>DT</u>	<u>Scientific Name</u>
Coffeetree, Kentucky	[M]	[DT]	Gymnocladus dioicus
Crabapple, Red	[S]	[DT]	(Malus sp.)
Crabapple, White	[S]	[DT]	(Malus sp.)
Elm, American	[L]	[DT]	Ulmus americana
Elm, Asian (hybrids)	[L]	[DT]	Ulmus ...
Elm, European & Eurasian (hybrids)	[L]	[DT]	Ulmus...
Elm, Lacebark	[L]		Ulmus parvifolia
Goldenraintree	[S]	[DT]	Koelreuteria paniculata
Hackberry, Common	[L]	[DT]	Celtis occidentalis
Hawthorn, Cockspur (thornless)	[S]	[DT]	Crataegus crusgalli
Hawthorn, Green	[S]	[DT]	Crataegus viridis
Linden, American	[L]		Tilia americana
Linden, Littleleaf	[M]		Tilia cordata
Oak, Heritage	[L]		Quercus macrocarpa x robur
Oak, Bur	[L]	[DT]	Quercus macrocarpa
Oak, Chinkapin	[L]	[DT]	Quercus muehlenbergii
Osage Orange (fruitless/thornless)	[M]	[DT]	Maclura pomifera
Redbud, Eastern	[S]	[DT]	Cercis canadensis

## Acceptable Tree List

Birch, River	[M]		Betula nigra
Catalpa, Northern	[L]		Catalpa speciosa
Cherry, Canada Red	[M]		Prunus virginiana
Hawthorne	[S]		Crataegus phaenopysum
Hornbeam, European	[M]		Carpinus betulus
Locust, Thornless Honey	[M]	[DT]	Gleditsia triacanthos
London Plantree	[L]		Plantanus x acerifolia
Oak, English	[L]		Quercus robur
Oak, Northern Red	[L]		Quercus rubra
Oak, Sawtooth	[L]		Quercus acutissima
Oak, Shingle	[L]		Quercus imbricaria
Oak, Shumard	[L]		Quercus shumardii
Oak, Texas Red	[L]		Quercus texana
Pear, Callery (All species except 'Bradford')	[M]		Pyrus...
Dogwood, Flowering	[S]		Cornus florida
Mulberry, Red (Male)	[M]		Morus rubra Styphnolobium
Japanese Pagoda Tree	[M]		Styphnolobium japonicum
Sycamore, American	[L]		Platanus occidentalis

[S] = Small (20'-30') [M] = Medium (30'-45') [L] = Large (Over 45') [DT] = Drought Tolerant