



2828 Allouez Avenue  
Bellevue, Wisconsin 54311

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May 17, 2021

Dear Bellevue Resident,

The Village of Bellevue Parks, Recreation and Forestry Department is offering homeowners the option of purchasing trees for planting in the Village right-of-way adjacent to your property. Homeowners who are interested may choose from the tree varieties on this year's order form (see attached page).

**Tree/Planting Information:**

- 2021 trees will be planted in late October to early November. Additional information will be sent before trees are planted.
- Trees must be planted within the Village right-of-way and must be planted within 5-6 feet of the curb.
- The Village of Bellevue will have the final authority on tree placement.
- When ordering trees please keep in mind the following criteria:
  - Large growing trees should be planted approximately 40-50 feet apart
  - Trees must be planted a minimum of 10 feet from a driveway
  - Trees must be planted a minimum of 15 feet from fire hydrants, street lights or power poles
- Planting of all trees will be completed and/or coordinated by the Village of Bellevue.
- Trees will be 2 - 2 ½ inches in diameter and will be balled & burlap.
- Trees may or may not be staked. Stakes are property of the contractor and/or Village of Bellevue and will be removed generally after one year of growth.
- Certain trees may have limited quantities. Availability is on a first come, first serve basis. Homeowners will be contacted in the event the type of tree selected is no longer available.
- Trees come with a two year guarantee. The guarantee assures the health of the tree for two years when not disturbed or damaged and is watered sufficiently. The guarantee is not applicable to trees not watered, damaged, or disturbed through physical contact or through chemicals, fertilizers, or waste products.
- Homeowners are responsible for watering the tree(s). You can also purchase a tree watering bag with your tree order. These bags hold up to 20 gallons of water and are slow release for the most effective tree watering.
- Trees will have mulch placed around the base of the tree.

If you are interested in purchasing any of these trees, please complete the attached order form and return to the Parks, Recreation and Forestry Department. Please call 920-593-5515 or email [awaszak@villageofbellevue.org](mailto:awaszak@villageofbellevue.org) with any questions regarding the program.

Sincerely,

Adam Waszak  
Director of Parks, Recreation and Forestry



# Resident Tree Program Order Form

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of Tree	Quantity	Price*	Subtotal
Accolade Elm		Est. \$300	\$
Skyline Honeylocust		Est. \$300	\$
Chinkapin Oak		Est. \$350	\$
'Espresso' Kentucky Coffeetree		Est. \$300	\$
Glenleven Linden		Est. \$300	\$
Common Hackberry		Est. \$300	\$
EXCLAMATION! London Planetree		Est. \$300	\$
'Autumn Gold' Ginkgo		Est. \$350	\$
'Royal Raindrops' Crabapple		Est. \$300	\$
'Winter King' Hawthorn		Est. \$300	\$
Korean Sun Pear		Est. \$300	\$
Tree Watering Bags (holds 20 gal)		Est. \$15 ea.	\$
Order Total Estimate:			\$

**\*Cost subject to change based on final bid costs. This is based on 2020 tree costs for 2.5" diameter trees.**

Please send order form to:

Village of Bellevue

Urban Forestry Program – Street Trees

2828 Allouez Avenue

Green Bay, WI 54311

Do not send money with your order form.

Order forms for 2021 fall planting must be received by September 04, 2021.