

**VILLAGE OF NORTH BARRINGTON, LAKE COUNTY, IL**  
**COST SHARING TREE PLANTING APPLICATION**

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Property Address: \_\_\_\_\_, North Barrington, IL 60010

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

**SUBMITTAL REQUIREMENTS**

- ☐ 1. Two (2) copies of a site plan noting the location of the proposed planting.
- ☐ 2. Two (2) copies of a quotation that includes the following:
- a) Cost of the tree
  - b) The species of the tree
  - c) Caliper of the tree
  - d) Cost of the planting
  - e) Quote must include a one-year written guarantee.

**COST SHARING TREE PLANTING (VILLAGE ORDINANCE NO. 2022-07)**

Private residential property owner may request financial reimbursement from the Village for the planting of a tree on private property located within the Village of North Barrington. The Village will reimburse the property owner up to 50% of the actual cost of the purchase and planting of the tree or \$300, whichever amount is less.

By signing this application, the applicant certifies and agrees to comply with Ordinance 2022-07 and attached Exhibit A.

Printed Name: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**OFFICIAL USE ONLY**

\_\_\_\_ Approved

\_\_\_\_ Denied

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Comments:

**COST SHARING TREE PLANTING GUIDELINES**

1. All single-family residential property owners are eligible for the program. To apply, the property owner must obtain a quote from a nursery engaged in the business of selling and planting trees. The quote must include a one-year guarantee.
2. An application must be completed and submitted with a site plan noting the location of the proposed planting to the Village of North Barrington along with the quotation. The quotation must include the following information:
  - a. Cost of the tree
  - b. The species of the tree
  - c. Caliper of the tree
  - d. Cost of the planting
  - e. One-Year guarantee
3. The tree planting location must be located in the front or side yard when fronting on a fully improved street and be approved by the Village. The Village reserves the right to make exceptions to the location in unique circumstances.
4. The property owner must mark the location of the proposed tree planting to be clearly visible for inspection by the Village.
5. Upon receipt of the application, a Village representative will perform a site visit to verify the tree planting location meets the policy requirements and Village Code.
6. The minimum caliper size of the tree shall be two (2) inches.
7. If the work is qualified under the policy, and the Village verifies the planting location meets the policy requirements, then the Village will reimburse an applicant 50% of the total cost of the tree purchase, planting cost, and one-year guarantee, or \$300.00, whichever is the lesser amount. No reimbursement shall be made if the Village Administrator determines there is no available funds in the Village's budget to provide financial assistance.
8. Eligible applicants must provide the Village proof of payment to the nursery to be eligible for reimbursement. Reimbursement is subject to all other conditions of this policy and otherwise prescribed by law and Village Code.
9. Only one tree per year per residential address.
10. Program participants in any given year may not participate the following year.
11. Each year the Village shall make available a list of tree species that are acceptable to be planted.
12. No trees may be planted in the public right-of-way.
13. Applications are accepted on a first come, first served basis.
14. By signing the application, the property owner gives permission for a Village representative to enter upon private property for purpose of performing a visual inspection of the proposed tree planting location.
15. It is the property owner's responsibility to call JULIE prior to digging to avoid conflicts with the underground utilities and to verify the tree planting location does not interfere with the private sewer disposal system (septic field).