

**STREETSIDE LANDSCAPE MAINTENANCE AGREEMENT**

Volunteers help make the City of Seattle a special place to live.  
Your efforts keep Seattle growing green and beautiful. They are most appreciated!

Site Location: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE COMPLETE A FORM FOR EACH VOLUNTEER AT THIS SITE,

**VOLUNTEER INFORMATION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE (primary): \_\_\_\_\_ PHONE (secondary): \_\_\_\_\_

EMAIL: \_\_\_\_\_

PLEASE CHECK THE APPROPRIATE TYPE OF GARDENING SETTING:

- |   |                                     |                                 |
|---|-------------------------------------|---------------------------------|
| <input type="checkbox"/> TRAFFIC CIRCLE | <input type="checkbox"/> STREET END | <input type="checkbox"/> MEDIAN |
| <input type="checkbox"/> TRIANGLE       | <input type="checkbox"/> CHICANE    | <input type="checkbox"/> OTHER* |
| <input type="checkbox"/> CURB BULB      | <input type="checkbox"/> HIGH/LOW   |                                 |

\*OTHER (please describe) \_\_\_\_\_

**I agree that all vegetation in the above-listed area(s) will be planted and maintained according to City of Seattle Standard Specifications\*. Should I move or am no longer able to maintain the landscaped device(s), I will notify SDOT by phone or in writing, and will attempt to find a replacement gardener for the site. I understand that due to limited resources, SDOT will not assume responsibility for vegetation maintenance at this site.**

**No rocks, boulders, posts, bricks, fences, political signage or other obstructions shall be placed in traffic circles. I understand that anything placed or planted without authorization from Seattle Department of Transportation (SDOT) may be cut back or removed.**

SIGNATURE (volunteer): \_\_\_\_\_

Permission is granted to plant and maintain the above location to City standards:

SIGNATURE (SDOT representative): \_\_\_\_\_

**\*(Maintenance specifications are listed on the back of this sheet. Maintenance includes watering plants through establishment, weeding and pruning to ensure the plant material does not obstruct visibility)**

**Plant:** Plant lists and landscape plans must be reviewed and receive approval from SDOT Urban Forestry before purchase and planting of material.

- Plantings within 30 feet of an intersection must have a mature height no taller than two (2) feet to protect visibility and comply with [Municipal Code 15.42.040](#).
- Trees require a minimum 5 foot planting strip (4 feet under certain circumstances and with SDOT permission). Trees must be set back from the inside of the curb a minimum of 3 1/2 feet. Planting pits must be a minimum of 5' x 5' square. Traffic Circles must have an *inner* diameter of at least 8 feet. **All Traffic Circle trees must be approved by SDOT Urban Forestry prior to planting.**
- **Volunteers are responsible for maintaining and/or replacing all landscape improvements. Should the site fail to be maintained, SDOT reserves the right to remove or mow vegetation and/or pave the area (traffic circles).**

**Water:** Water by bucket or hose from a neighboring water source. During summer months of the first 3 years after planting, water new trees with at least 5 gallons of water for each inch of trunk diameter every week. Contact Urban Forestry about the availability of loaner irrigation bags. Shrubs, perennials and ground cover should be watered sufficiently so the surrounding soil is moist to the depth of the root balls.

**Weed:** Remove annual growth of weedy plants. Aside from growing too tall, many of the following are also considered invasive weeds and should neither be planted nor allowed to grow.

Ivy (all varieties)	Butterfly Bush	Cardoon/Artichoke	Japanese Knotweed
Scotch Broom	Fennel	Silver lace vine	English Holly

For a complete list of Noxious weeds, visit:

<http://www.kingcounty.gov/environment/animalsAndPlants/noxious-weeds/laws/list.aspx>

**Mulching:** 2-3 inches of mulch is recommended over the surface of the soil to minimize weed growth and retain soil moisture. (Free wood chips can often be found from local tree service companies.) Compost or beauty bark may also be used. Layers of newspapers or cardboard under the mulch may be used to further prevent weed growth. Do not use plastic weed barrier. Keep mulch 12" away from tree trunks.

**Pruning:** Prune plants correctly to prevent visibility obstructions and overgrowth. Contact SDOT Urban Forestry if tree pruning includes branches greater than 2". The City of Seattle prohibits the topping of trees.

**Please refer to the following web pages to review City of Seattle standards:**

Participation in the Neighborhood Traffic Control Program:

<http://www.seattle.gov/transportation/trafficcircles.htm>

SDOT Suggested plant list (PDF format): <http://www.seattle.gov/transportation/circletrees.htm>

City of Seattle Right-of-Way Improvements Manual:

[http://www.seattle.gov/transportation/rowmanual/manual/4\\_14.asp](http://www.seattle.gov/transportation/rowmanual/manual/4_14.asp)

If you do not have computer access, and you would like a copy of the standard documents, please contact SDOT.

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*Your Good Work Makes Seattle More Beautiful!*