Street Tree Planting Tool Checklist

How to Use this Checklist
We have provided recommendations to get you thinking about how many tools you might need for your project. First, write your total number of volunteers in the space provided. Then, divide the total number of volunteers by the rate listed for each tool type. You can write the amount you get in the spaces provided. For example, a project with 24 volunteers would require 6 wheelbarrows because the rate is 1 wheelbarrow for every 4 volunteers. \( \frac{24}{4} = 6 \). These are conservative estimates, so feel free to adjust to your specific needs.

<table>
<thead>
<tr>
<th>Protective Equipment</th>
<th>Number of Volunteers</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Safety Glasses ((1/\text{volunteer}))</td>
<td>__________</td>
</tr>
<tr>
<td>☐ Safety Cones ((2/6 \text{ feet}))</td>
<td>__________</td>
</tr>
<tr>
<td>☐ Safety Vests ((1/\text{volunteer}))</td>
<td>__________</td>
</tr>
<tr>
<td>☐ Earmuffs ((1/\text{volunteer}))</td>
<td>__________</td>
</tr>
</tbody>
</table>

- One per volunteer if working in close proximity to traffic

Prep the Site

- ☐ Jackhammer/Demo Hammer \((1/\text{project})\)
  - For removing concrete in plating area

- ☐ Weedeater/String Trimmer \((1/4 \text{ volunteers})\)
  - For removing weeds and exposing the ground to safety hazards like broken glass

- ☐ Shovel: Round Head \((1/\text{volunteer})\)
  - For digging a test hole

Planting

- ☐ Shovel: Round Head \((1/\text{volunteer})\)
  - For digging the hole

- ☐ Trenching Spade \((1/2 \text{ volunteers})\)
  - For specialized digging at the edges of the hole

- ☐ Tape Measurer \((1/4 \text{ volunteers})\)
  - For measuring width and depth of the hole

- ☐ Pick Axe \((1/4 \text{ volunteers})\)
  - For removing rocks and construction debris

- ☐ Wheelbarrow \((1/4 \text{ volunteers})\)
  - For hauling rocks and construction debris

- ☐ Tin Snips \((1/4 \text{ volunteers})\)
  - For removing zip ties or tags from the tree

- ☐ Utility Knife \((1/4 \text{ volunteers})\)
  - For removing the burlap sack from the tree

- ☐ Stake Driver \((1/4 \text{ volunteers})\)
  - For staking the tree for support

- ☐ Iron Rake \((1/2 \text{ volunteers})\)
  - For Smoothing soil after planting

- ☐ Hose or Plastic Bucket \((1/\text{tree})\)
  - For watering the tree once planted

Clean-Up

- ☐ Street Sweeper or Push Broom \((1/2 \text{ volunteers})\)
  - For sweeping any dirt

- ☐ Shovel: Wide-Mouth \((1/\text{volunteers})\)
  - For use as a dust pan