Fall 2013 Property Owner Request to Plant a Street Tree in Philadelphia

Please return completed and signed form to your community Tree Tenders group (not directly to PHS
Tree Tenders Group Name: Friends of Schuylkill River Park Tree Tenders.

Property Address: ____ Zip:____

Property Owner must initial all and sign below:

_____ I am the property owner on record at this address.

_____ I have fully read and understand the terms described in this “Property Owner Request to Plant a
Street Tree in Philadelphia” form.

_____ I agree to share in the responsibility to care for the requested tree(s).

_____ By making this request through PHS, I agree not to make a duplicate request directly to
Philadelphia Park and Recreation.

_____ If my site requires removal of concrete or paving materials in order to plant this tree, I give
permission to have this done. I understand that if I cancel the tree installation after submitting this
request form and the sidewalk has already been cut, I will be responsible for the cost of replacing
the pavement. [Note: Stump removal is the responsibility of property owner.]

_____ I am willing to volunteer to help plant my tree(s). [Note: Though helpful, this is not mandatory.]

_____ I understand that each tree is specifically recommended for an inspected spot, and I agree to plant
the right tree in the right spot (if you plant your own tree).

All fields below are required:

Signature of Property Owner ______ Date_____

Property Owner Name (please print clearly) ______

Phone # ______ Email ______

Property Owner Mailing Address (street, city, state, zip) if different from tree planting property address listed
above:_____

Comments: ______

Total number of trees requested at this address: _____
Optional donation amount: $_____ [Help support PHS continue planting trees by making a donation to PHS Plant One Million via check or online: www.plantonemillion.org.]

Property Address: ___________________________________________________________ Zip: __________

Are there overhead wires (yes/no)? _____
Needs pavement removal (yes/no)? _____

Please ensure the following requirements are met before applying:

☐ In the requested site, there is space for a minimum 3x3-foot tree pit size; larger where possible.
☐ The site does not have an existing tree that will require a permit to remove. *(If there is a large tree in place, you need to apply for a removal permit with PPR before applying for a new tree for the site)*
☐ The site is not in front of new construction, or is not in the process of construction to the exterior.
☐ The site is not in front of steps, doorways, or alleyways, or between handicapped parking signs.
☐ The site is not in front of homes that are posted for sale.
☐ The site is 30 or more feet from stop signs, traffic lights, and street corners.
☐ The site is 15 or more feet from light poles, utility poles, and fire hydrants.
☐ The site allows for 15-30 feet from other trees (depending on mature size and form).
☐ The site is at least 5 feet from driveways, man-hole covers, storm drains, and main utility lines.
☐ The edge of the requested tree pit could be at least 18 inches from utility lines (or soil must be dug by hand).
☐ The edge of the requested tree pit could be at least 36 inches (3 feet) from steps, stoops, or walls to allow 3 feet of unobstructed sidewalk. (This is mandated by the Americans with Disabilities Act.)

Optional: If it would help to clarify exactly where you would like the requested tree(s) to be located on your property, please use the following map template to provide a sketch and any additional notes.

1) Using the map below, mark the location of your property and label the nearest streets. [Note: If your property does not match the layout shown, you may modify the map below or sketch your own on the back of this piece of paper.] Mark with an X the specific site of each street tree (between curb and sidewalk) that you are requesting.
**PROPERTY OWNER REQUEST TO PLANT A STREET TREE IN PHILADELPHIA**

-----Please keep this page for your records-----

For assistance or information, contact:

Tree Tenders Group: ______
Tree Tenders Group leader: ______
Tree Tenders Group leader phone: ______
Tree Tenders Group leader email: ______

By signing the Request to Plant a Street Tree in Philadelphia application, you, the property owner, agree that:

- An Urban Forestry Technician from the Philadelphia Park and Recreation Department (PPR) will inspect your location and determine whether it is an appropriate site for a tree(s) to be planted.
- PPR and PHS will determine an appropriate tree species for your location.
- You will water the tree (15-20 gallons per week, at a cost of less than $1 per year), from March through December, for two years.
- You will protect your tree from damage by cars, lawn mowers, etc.
- You will notify PPR or PHS if the tree appears to be sick or damaged.
- If the site requires it, you give permission for a tree pit to be cut in your sidewalk or pavement. *(If you cancel the tree installation after submitting the request form and the pavement has been cut, you will be responsible for replacing the pavement at your expense.)*

You understand that:

- Your request for a tree may be denied at any time during the process due to site conditions and PHS resources. *(Not all sites are appropriate for tree planting. Even an approved site may be denied later if found to be too close to underground utilities.)*
- You are responsible for the removal of any dead trees or stumps in the desired planting sites.
- Trees on the sidewalk in front of your home are the joint responsibility of the homeowner and the City of Philadelphia.
- Only Philadelphia Parks and Recreation can authorize planting, pruning, or removing street trees.
- By signing your name and accepting this tree, you agree to hold PHS harmless for any related claims.

Help support PHS’ tree planting programs by making a donation to Plant One Million.

For more information visit

[www.phsonline.org](http://www.phsonline.org)
[www.plantonemillion.org](http://www.plantonemillion.org)

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