

## 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:** Roxborough Manayunk Wissahickon

**Return completed form to group by (due date):** April 1, 2013

**For assistance or information, contact Tree Tenders group leader (name)** Maggie Effinger  
**at (phone)** 215 487 0149 **(email)** me958@hotmail.com

**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](http://www.plantonemillion.org).]

**Property Address:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Are there overhead wires (yes/no)?** \_\_\_\_\_

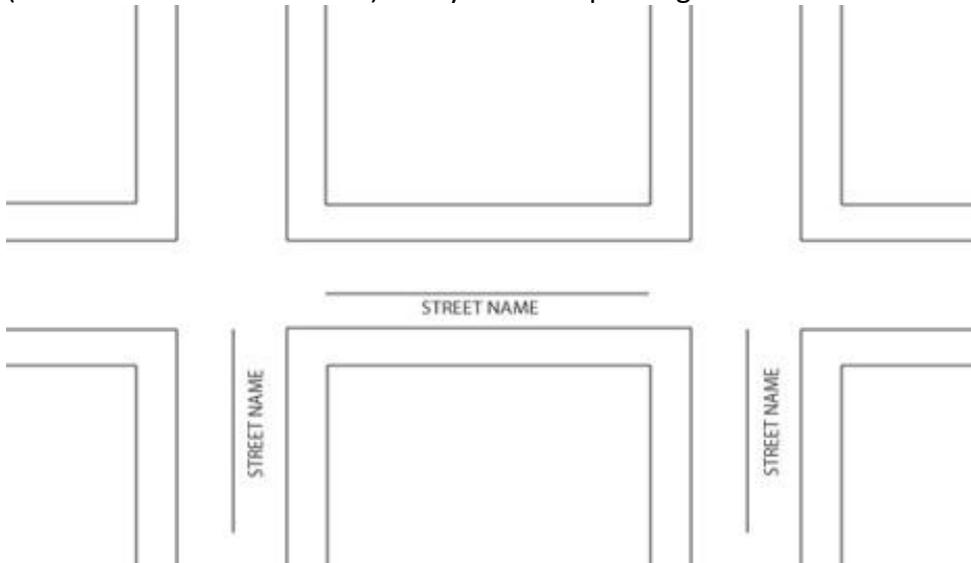
**Needs pavement removal (yes/no)?** \_\_\_\_\_

**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.



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

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Tree Tenders Group leader: Maggie Effinger

Tree Tenders Group leader phone: 215 487 0149

Tree Tenders Group leader email: me958@hotmail.com

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)

<http://www.treevitalize.net/>

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