

PROPERTY OWNER REQUEST TO PLANT A STREET TREE IN PHILADELPHIA

**Please return completed and signed form to your community group (not directly to PHS):**

**GROUP NAME:** Philly Tree People c/o Nykia M. Perez  
**Mailing Address** 2125 E. Norris Street  
 Philadelphia, PA 19125  
**Or fax: Attn Dina Richman at 215-656-4975**

**Return completed form to group by (due date): ASAP**

**For assistance or information, contact us at (email preferred) phillytreepeople@gmail.com or Call Dina Richman at 215-704-2897 or Jacelyn Blank at 215-756-1841.**

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

**Property Owner must initial all and sign below:**

- \_\_\_\_\_ I am the property owner on record at this address.
- \_\_\_\_\_ I have read and understand the terms described in "Agreement to Plant a Street Tree."
- \_\_\_\_\_ I agree to share in the responsibility to care for the requested tree(s).
- \_\_\_\_\_ By making this request through TreeVitalize, I agree not to make a duplicate request directly to the Fairmount Park Commission.
- \_\_\_\_\_ 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.**]
- \_\_\_\_\_ **Fairmount Parks Commission assigns tree species specifically for each individual site. I agree to accept the tree species assigned to my address. (Please do not request changes.)**
- \_\_\_\_\_ I am willing to volunteer to help plant my tree(s). [Note: Though helpful, this is not mandatory.]

**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:** \_\_\_\_\_ ( \_\_\_ Street trees + \_\_\_ Yard trees)

[Note: Yard trees must be located within 10 feet of sidewalk and are sole responsibility of property owner. Yard trees are not eligible for concrete cuts.]

**Do you need a pit(s) cut in your sidewalk?**  yes  no

**If no, do you have a stump in your existing pit?**  yes  no Please note that stumps must be removed before a new tree can be planted. Please see UC Green's list of contractors for stump removal at <http://www.ucgreen.org/links.html>.

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

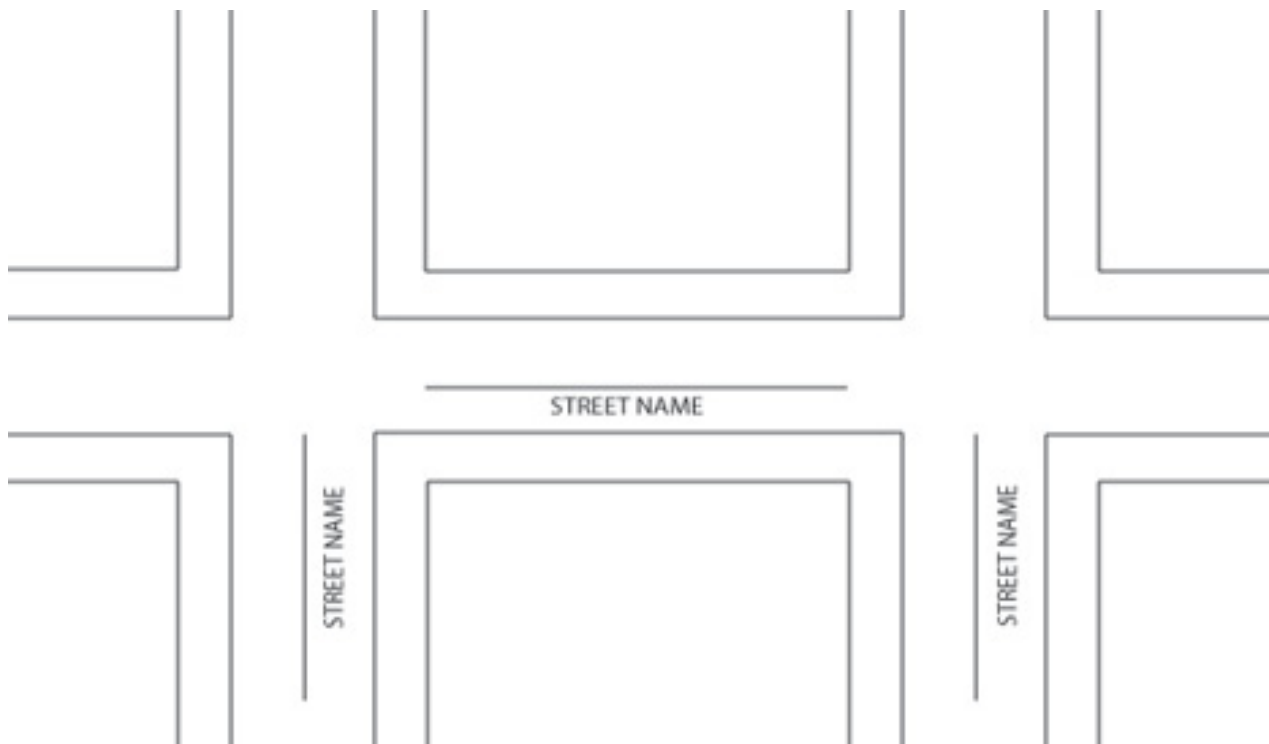
## Map of Property and Requested Tree(s)

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

- 1) Using the map below, please 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.]
- 2) Mark with a **T** the specific site of each street tree (between curb and sidewalk) that you are requesting.
- 3) For any trees requested for your front or side yard, mark the sites with a **Y**. [Note: Yard trees must be within 10 feet of public sidewalk.]
- 4) If helpful to indicate where you would like the tree(s) to be located on your property, please sketch a close-up view on the back of this page or add notes here: \_\_\_\_\_

---

---



### *When selecting a tree location, please follow these guidelines:*

- Minimum 3x3-foot tree pit size; larger where possible.
- Not in front of steps, doorways, or alleyways, or between handicapped parking signs.
- Not in front of homes that are posted for sale.
- Allow 30 feet from stop signs, traffic lights, and street corners.
- Allow 15 feet from light poles, utility poles, and fire hydrants.
- Allow 15-30 feet from other trees (depending on mature size and form).
- Allow 5 feet from driveways, man-hole covers, storm drains, and main utility lines.
- Edge of tree pit should be at least 18 inches from utility lines (or soil must be dug by hand).
- Edge of tree pit should 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.)

## **PLEASE KEEP THIS PAGE FOR YOUR RECORDS**

*Philly Tree People is a group of community volunteers working to plant and care for trees in the neighborhood. We are not employees of the City of Philadelphia, the State of Pennsylvania, the Fairmount Park Commission, the Pennsylvania Horticultural Society or the TreeVitalize program.*

### **About Philly Tree People (PTP)**

Philly Tree People is a small volunteer organization dedicated to helping people get street trees in the neighborhood. We also help to organize and mobilize neighbors and other community groups interested in planting trees to come out and help get the trees you request planted as well as assist with the aftercare of the trees. PTP was formed in Spring 2007 by Jacelyn Blank, Nykia Perez, and Dina Richman after meeting at the Pennsylvania Horticultural Society's free Tree Tenders training course. We are volunteers and neighbors doing our part and helping others do their part in making our neighborhoods stronger. While we work with employees of the City of Philadelphia, the State of Pennsylvania, the Fairmount Park Commission, the Pennsylvania Horticultural Society and the TreeVitalize program to bring trees to the neighborhood, we are not employees of these entities.

Please help us maintain our commitment to excellence by making a donation to Philly Tree People. We strongly urge you to make a donation of \$30 per tree requested to help offset costs associated with planning large tree plantings and the subsequent maintenance of trees. Philly Tree People is a federal non-profit 501(c)(3) organization and donations are tax-deductible. Your donation will keep our group moving forward and allow us to continue planting trees in your neighborhood. We can't do it without you. We can't do it without your donation. Make your checks payable to Philly Tree People. In addition to making a monetary donation to your local community tree planting group, Philly Tree People, consider volunteering to help plant trees on planting day. You get to meet the neighbors, learn how to plant trees, see the neighborhood in a different way or parts of the neighborhood you don't live in. and then at the end of the planting you'll get to enjoy a great lunch with the other volunteers. It's a very rewarding experience, besides its loads of fun!

### **Philly Tree People Contact Information:**

- Email: [phillytreepeople@gmail.com](mailto:phillytreepeople@gmail.com)  
Telephone: 215-704-2897 (Dina Richman's cell)  
Fax: 215-656-4975 (Dina Richman's fax)
- Mailing Address (PLEASE DO NOT MAIL OR FAX US THIS PAGE – KEEP THIS PAGE):  
Philly Tree People c/o Nykia M. Perez  
2125 E. Norris Street  
Philadelphia, PA 19125
- Website: <http://www.phillytreepeople.org/>
- Blog: <http://phillytreepeople.blogspot.com/>



## Property Owner Agreement to Plant a Street Tree in Philadelphia

**PLEASE KEEP THIS PAGE FOR YOUR RECORDS.** For assistance or information, contact Philly Tree People's Dina Richman at (phone) 215-704-2897 or via (email) at [phillytreepeople@gmail.com](mailto:phillytreepeople@gmail.com)

TreeVitalize, a partnership to restore tree cover in Pennsylvania, invites you to join in the effort by planting a tree on your property. If you would like to participate, please read and sign the attached "Request to Plant a Street Tree in Philadelphia." Street trees are defined as trees planted between a street curb and sidewalk. TreeVitalize also supports trees planted in front yards or other locations where the tree provides a benefit to the public right-of-way.

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

- 🌳 An arborist from Fairmount Park will inspect your location and determine whether it is an appropriate site for a tree(s) to be planted.
- 🌳 Fairmount Park and PHS will determine an appropriate tree species for your location.
- 🌳 If the site requires it, you give permission for a tree pit to be cut in your sidewalk or pavement.
- 🌳 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 Fairmount Park 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. (Not all sites are appropriate for tree planting.)
- 🌳 Even an approved tree may be denied 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 planted in your yard are the sole responsibility of the property owner.
- 🌳 Trees on the sidewalk in front of your home are the joint responsibility of the homeowner and the City.
- 🌳 Only Fairmount Park can authorize planting, pruning, or removing street trees.

### Some Benefits of Trees

- Increase property values
- Bring beauty and character to neighborhoods
- Save energy, cut heating and air-conditioning costs
- Shade and cool neighborhoods, reducing temperatures on the hottest summer days
- Clean pollutants out of the air and water
- Reduce stormwater runoff
- Buffer and reduce noise
- Promote community interaction and renewal
- Provide habitat for birds and other wildlife

**TreeVitalize** is a public/private partnership launched by the Pennsylvania Department of Conservation and Natural Resources (DCNR) and led by the Pennsylvania Horticultural Society (PHS) in Southeast PA. The partnership is now working to restore tree cover in metropolitan areas throughout the state.

For more information visit [www.treevitalize.net](http://www.treevitalize.net) or [www.PHSONline.org/phlgreen/current-trees.html](http://www.PHSONline.org/phlgreen/current-trees.html)