

Permission Form to Plant New Street Tree(s)



August 2019 Form Revision

The City of Philadelphia (the City) is responsible for street tree approvals and maintenance. The Sports Complex Special Services District (SCSSD), working in partnership with the City and the Pennsylvania Horticultural Society (PHS), may fund and complete a community street tree planting project from time-to-time, in supplement to City services. **Your signature on this form gives SCSSD/the City/PHS permission to plant a new street tree(s) in the sidewalk around your property**, if it is deemed an appropriate location. Signing this form does not guarantee that a tree will be planted around your property.

If you sign this form, you AGREE to:

1. Allow SCSSD/the City/PHS to inspect your sidewalk to determine appropriate and safe locations for the tree(s) to be planted.
2. Allow the sidewalk to be cut, if necessary, for the planting of the new tree(s).
3. Allow SCSSD/the City/PHS to determine what species of tree is best suited for your location.
4. Allow the tree(s) to be installed by SCSSD's contractor.
5. Water the new tree(s) regularly for at least the first two years.
6. Notify the City and SCSSD if the tree appears to be sick, such as leaves wilting or turning brown, or you see insect damage or large populations of insects living in or on the tree.

If you sign this form, you UNDERSTAND that:

7. All street trees are the property of the City.
8. If you decide to hire a tree care specialist to prune or remove this tree, you must first get a permit from the City.
9. There is a no cancellation policy. If you cancel the tree installation after signing this form and the sidewalk is cut, you will be responsible for replacing the sidewalk at your own expense.
10. All new tree installations require PA One Call utility clearance before digging, meaning your sidewalk may be painted to show utility locations.
11. As the tree grows, there is the slight chance adjacent concrete sidewalk blocks may shift over time. Sidewalk maintenance and repair is the responsibility of the homeowner.

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Your signature on this form gives the Sports Complex Special Services District (SCSSD), the City of Philadelphia (the City), and the Pennsylvania Horticultural Society (PHS) permission to plant a new street tree(s) in the sidewalk around your property, if the City decides it is an appropriate location, and there are no utility conflicts.

Please check box:

- I have read and agree to the terms described on Page 1 of this form.
- I am the property owner of the address listed below and I give permission to have a street tree(s) planted at my property. I agree to help take care of the tree(s).

Property Owner Information:

Name (Print): _____

Signature: _____

Date: _____

Phone #: _____

Property Address (house number, street, city, state, zip code):

- Please check this box if a tree currently exists in the sidewalk at your property and you are requesting that the tree be **REMOVED** and **REPLACED** with a new tree.

Please mail the completed form to: Sports Complex Special Services District
3300 South 7th Street
Philadelphia, PA 19148

SCSSD will notify applicants by phone and/or in writing at a future time when the next SCSSD tree planting project is considered for completion.