

SHADE TREE PLANTING INFORMATION FOR PROPERTY OWNERS

TREE PLANTING SPECIFICATIONS

The following conditions must be adhered to:

1. Each tree is to be straight, with compact fibrous root system, and a well-balanced head.
2. Minimum trunk caliber is to be two to two and one-half (2-2½) inches at a point six (6) inches from the base.
3. Each tree is to be free from disease and injurious insect pests.
4. Only good topsoil is to be used in refilling the hole(s).
5. Each tree is to be planted at the same depth as that at which it stood before transplanting.
6. The work of planting is to be done to the satisfaction of the City of Allentown's inspector.
7. The owner is responsible for replanting or removing the tree in the event of its death.
8. Provide adequate traffic controls and devices according to requirements of the Allentown Parking Authority.

Contact PA ONE CALL for Dig # (1-800-242-1776) regarding buried utilities as required.

BEST TIME TO PLANT

Replanting can be done any time of year that the weather conditions are favorable. More favorable weather occurs in spring, before June 30 and the hot, dry summer months of July and August. Fall is also favorable for planting; allow time for the tree to get established before very cold weather sets in. Replanting can be delayed if a tree is removed in summer or winter.

REQUIRED PERMIT

Replanting may be done by an ISA certified Arborist (list enclosed), or the property owner may choose to do the replanting or may arrange for a nursery or landscaping service or an individual of his/her choice to do the planting. **A planting permit is required before any work can begin.** The property owner or tree service should **contact the Department of Parks & Recreation at least 5 days before the planting will be done to obtain the required permit.**

Effective 2/25/12 **there is a \$10 per tree permit fee.** This is payable by check or money order to the "City of Allentown" and should be sent to the Parks & Recreation Office. The fee must be paid before the permit can be issued. If using a tree service on the list, the service will take care of getting the permit; otherwise, the property owner is responsible for obtaining the permit and supplying the name of the service or person who will be doing the planting.

Additional instructions will be provided to the property owner and a follow-up inspection will be conducted by the City's Arborist.

For additional information or other planting recommendations contact the Department of Parks & Recreation at 610-437-7628.