

REQUIRED TO PLANT A STREET TREE



PLANTING PERMIT APPLICATION

City ordinance requires a street tree planting permit before a new tree can be planted in the parking strip (area between the curb and sidewalk). This ordinance also requires the planting of trees as approved in the street tree planting guide. Submitting a planting permit application does not guarantee that a permit will be granted, and work shall not proceed until the permit has been signed by an authorized staff member and returned to the applicant.

The City of Sioux Falls Department of Parks & Recreation is committed to assisting with the proper selection and planting of street trees. These efforts will diversify our urban forest, and assure trees are planted in a suitable location.

- 1. First,** complete this brief questionnaire. This will help determine if the parking strip in front of your property can accommodate the planting of a street tree per City ordinance.

Yes	No
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- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Would you like to plant a tree(s) in the parking strip in front of your residence? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you own your residence? (contractors applying for a homeowner leave this answer blank.) |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the parking strip in front of your residence at least 5 feet wide? (Parking strip is the green area between the curb and the sidewalk.) |
| <input type="checkbox"/> | <input type="checkbox"/> | Is your parking strip free from overhead power lines? |
| <input type="checkbox"/> | <input type="checkbox"/> | Can the tree(s) be planted a minimum of 40 feet away from any other existing tree(s) growing in the parking strip? (This includes your neighbor's trees) |
| <input type="checkbox"/> | <input type="checkbox"/> | If you own a corner lot, can the tree(s) be planted a minimum distance of 30 feet from the corner? (Leave this answer blank if you do not own a corner lot.) |
| <input type="checkbox"/> | <input type="checkbox"/> | Can the tree(s) be planted a minimum distance of 10 feet from a fire hydrant? |
| <input type="checkbox"/> | <input type="checkbox"/> | Can the tree(s) be planted a minimum distance of 10 feet from a driveway? |
| <input type="checkbox"/> | <input type="checkbox"/> | Can the tree(s) be planted a minimum distance of 15 feet from a streetlight? |
| <input type="checkbox"/> | <input type="checkbox"/> | Can the tree(s) be planted a minimum distance of 20 feet from a stop/yield sign or traffic light? |

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Questions?
Contact (605) 367-8222

Planting Permit Application

2. Next, select the number of tree(s) you want to plant in your parking strip by noting the number next to the tree(s) to be planted below. Details on each approved tree can be found in the Parks & Recreation [Street Tree Guide](#).

- | | | |
|---|---|---|
| <input type="checkbox"/> Ironwood | <input type="checkbox"/> Northern Pin Oak | <input type="checkbox"/> Amur Corktree |
| <input type="checkbox"/> Northern Catalpa | <input type="checkbox"/> Northern Red Oak | <input type="checkbox"/> American Linden |
| <input type="checkbox"/> American Yellowwood | <input type="checkbox"/> Swamp White Oak | <input type="checkbox"/> Little Leaf Linden |
| <input type="checkbox"/> Black Locust | <input type="checkbox"/> Ginkgo | <input type="checkbox"/> Silver Linden |
| <input type="checkbox"/> Kentucky Coffeetree | <input type="checkbox"/> Ohio Buckeye | <input type="checkbox"/> Hackberry |
| <input type="checkbox"/> Thornless Honey Locust | <input type="checkbox"/> Black Walnut | <input type="checkbox"/> Elm Hybrids |
| <input type="checkbox"/> Bur Oak | <input type="checkbox"/> Shagbark Hickory | <input type="checkbox"/> Japanese Elm |
| <input type="checkbox"/> Heritage Oak | <input type="checkbox"/> Black Cherry | <input type="checkbox"/> Wilson Elm |

3. Next, briefly describe the location you would like to plant each tree, selected above, in your parking strip.

4. Next, provide contact information so we may contact you with the status of your application.

Property Address: _____

Property Owner's Name: _____ Phone # _____

Property Owner's Mailing Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

Contractor's Name (if applicable): _____ Phone # _____

Contractor's Mailing Address: _____ E-Mail: _____

City: _____ State: _____ Zip: _____

5. Lastly, if approved, I agree to:

- Take responsibility for the tree's care and maintenance.
- Make the free call to South Dakota One Call (811) to locate underground utilities prior to planting.
- Notify the Parks & Recreation Department once the tree is planted by phone, email or CSS portal.

Signature: _____

Date: _____

Deliver to: Parks & Recreation Office at 231 N Dakota Ave.

OR

Mail to: Street Tree Planting Program, Parks & Recreation, P.O. Box 7402, Sioux Falls, SD 57117-7402

OR

Email to: PlantTrees@siouxfalls.org

After you return this permit application, staff will visit the site for review and mark approved planting location(s) with a white flag and paint. Following the site visit, applicants will receive a letter regarding the status of their application. If approved, the signed planting permit will accompany this letter. If denied, the letter will explain why the application was not approved. Work shall not proceed until the permit has been signed by authorized staff and returned to you.

For Official Use Only (Do Not Write in This Area)

Application Approved: Yes _____ No _____ Staff Signature: _____ Date: _____

Reason Not Approved: _____