



## **SILVERTON TREE GIVEAWAY PROGRAM GUIDELINES**

The Village of Silverton Parks, Arts, Trees and Culture Committee (PACT Com) is pleased to offer Silverton property owners trees at no cost to ensure the health and vitality of our community's tree canopy. Silverton is proud of its Tree City USA designation, the environmental benefits stemming from our urban forest, and the quality of life residents derive from our public and private trees.

Our goal is to ensure that future generations of Silverton residents can enjoy the same urban forestry that we enjoy in Silverton today. This program helps our community accomplish this goal.

In 2015, the Urban Forestry Board launched a new Silverton Tree Planting program to give all Silverton property owners free and high-quality trees to plant in accordance with the terms, conditions, and requirements for this program. Below are the terms and conditions for the program.

1. Trees shall be provided to Silverton property owners only. Residents of Silverton who rent residential property may receive a tree with the property owner's written permission, and provided the renter and property owner both agree to abide by the terms and conditions of this program.
2. A property owner who does not reside inside the Village of Silverton may receive a tree to be planted on their Silverton property, provided the property owner agrees to abide by the terms and conditions of this program.
3. Trees from this program shall be planted on property inside the Village corporate limits only, and only one tree shall be permitted for a property address per year. Trees shall not be planted or moved to a different property outside the Village of Silverton corporate limits.
4. Trees shall be given away on a first come, first serve basis. The PACT Com shall determine the deadlines and protocol each year to ensure a fair chance for all property owners to obtain a tree through this program. Residents who received a tree through this program in the year immediately prior are eligible to apply again, though priority will be given to residents who did not receive a tree through this program in the year immediately prior.
5. Silverton's Village Council shall determine the level of funding for the program annually through its budget process.
6. The PACT Com shall annually recommend several tree species to be ordered for the tree giveaway program. The Board shall recommend trees to ensure that the urban tree canopy is diverse and provides for a healthy and sustainable urban forest inside Silverton.
7. All trees provided under this program shall be ordered by the Service Director or the Service Director's designate, and all ordering and receiving shall follow Silverton purchasing policies and procedures.

8. By accepting a tree, a property owner shall commit to the following:
  - a. The tree shall be planted on the property designated on the application form.
  - b. The tree shall be planted in a timely manner and using best planting practices to provide the best odds for its survival. The Village will provide written planting instructions with each tree given to a property owner.
  - c. The property owner agrees to make reasonable effort to encourage the survival and thriving of the tree, including but not limited to watering and pruning it.
  - d. The Village of Silverton and the PACT Com do not guarantee the tree and are not responsible for its care, removal, or replacement. The property owner assumes all risk for the tree, its planting, and its long-term care.
  - e. Trees may be planted on any suitable location on private property. Property owners should take note of the location of overhead power lines to avoid eventual conflicts between service lines and a growing tree. Property owners should be considerate of adjacent property owners. Planting the tree in a location visible from the public right of way is encouraged.
  - f. Property owners shall be responsible to call a utility locate service at least 2 to 10 days before digging the receiving tree hole. Property owners shall dig their own receiving holes prior to the moving of a tree to the end location. The telephone number for the local locating service is either: 8-1-1 or 1-800-362-2764.
9. An applicant must read and sign this policy for it to be considered.
10. All forms shall be sent to the following:

Silverton Tree Giveaway Program  
PACT Committee  
6860 Plainfield Road  
Silverton, OH 45236