BOROUGH OF CHAMBERSBURG
Street Tree Grant Program

In 1992 Town Council created the Chambersburg Shade Tree Commission. The Commission was charged with several responsibilities, one of which was to monitor the trees along public streets and to order removal of trees that are diseased or damaged. The Commission also provides guidance regarding the type of trees to plant along public streets and planting locations that will not interfere with above ground or underground utilities.

Shade Tree Commission tree removal notices or Borough-authorized street improvements that include curb and sidewalk installation often force removal of trees along public streets. For property owners that would like to replace trees that must be removed or plant new trees where they do not exist, the Borough of Chambersburg will provide a grant of $150.00 per property to defray the cost of acquiring and planting the new trees. The program is available to property owners that receive a tree removal notice from the Shade Street Commission or a curb and sidewalk installation notice as part of a Borough-authorized street improvement project. The grants will be issued on a first come first serve basis, as budgeted funds permit.

GRANT APPLICATION PROCESS

1. To be eligible for a street tree grant the property owner must receive a tree removal notice from the Shade Street Commission or a curb and sidewalk installation notice from the Department of Public Works. The Borough will provide a $150.00 grant to the property owner to plant trees within 8 feet of the edge of the sidewalk facing their property, whether the trees are placed within the street right-of-way or on private property.

2. The property owner must complete the grant request form and submit it to the Borough Secretary. A copy of the form is attached.

3. The Shade Tree Commission will consult with the property owner to select trees from the list of Borough-approved street trees. The list includes a variety of deciduous trees.

4. The Shade Tree Commission will consult with the Department of Public Works and property owner to determine appropriate tree planting locations. The Department of Public Works will stake the approved tree planting locations.

5. The Borough Secretary will return the approved grant request form to the property owner. The property owner can then purchase and the plant trees or hire an arborist or nurseryman to plant the trees at the locations stated by the Department of Public Works. Planting should occur during the months of March, April, May, September, October or November.

6. The property owner will provide to the Borough Secretary a copy of the paid invoice for the trees and/or planting service. The Borough will then provide a grant of $150.00 per property to the property owner. Payment will be made to property owners only within 30 days of receiving a copy of the paid invoice.

7. After the trees have been planted it is the property owner's responsibility to properly water and maintain the trees. The Borough will not be held liable for care or replacement of the trees.

QUESTIONS

Questions can be addressed by contacting Jamia Wright, Borough Secretary at 261-3254 or jwright@chambersburgpa.gov.

Approved by the Mayor and Town Council on September 27, 2010.

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Request Form

A Borough of Chambersburg property owner must complete and sign this form and serve as the contact person for the grant request.

Name _____

Street address _____

Telephone number _____

Email address _____

Street where trees will be planted _____

Property owner signature _____

Date _____

Return the completed form to:

Borough Secretary
Borough of Chambersburg
100 South Second Street
Chambersburg, PA 17201
jwright@chambersburgpa.gov

TO BE COMPLETED BY BOROUGH WHEN GRANT APPROVED

Type of trees approved _____

Shade Tree Commission signature _____

Date grant approved _____

Borough Secretary signature _____