

1 [Amended Landmark Tree Criteria, Nomination and Evaluation Forms]

2

3 Resolution amending Landmark Tree Criteria, Nomination and Evaluation Forms to be
4 used in the implementation of a nomination, evaluation, and removal process for
5 landmark trees in the City and County of San Francisco.

6 WHEREAS, The Environment Code, Chapter 12, Section 1203 charges the
7 Urban Forestry Council with developing criteria for a landmark/heritage tree program for
8 the City and County of San Francisco; and,

9 WHEREAS, The Board of Supervisors passed **Ordinance 0017-06 Amendment**
10 **to Public Works Code - Section 801, Landmark Trees, Significant Trees, and**
11 **Penalties for Violations** on January 20, 2006, which directs the Council to implement a
12 landmark tree program that includes a nomination, evaluation and removal process;
13 now, therefore be it

14 RESOLVED, That the Urban Forestry Council has amended and approved
15 previously approved criteria and forms for landmark tree nomination and evaluation at
16 their August 26, 2008 meeting, and the Council submits these amended documents to
17 the Board of Supervisors.

18 I hereby certify that the Urban Forestry Council adopted this Resolution at their regular
19 meeting on August 26, 2008.

20 
21

 Monica Fish, Council Secretary

22
23 VOTE: Adopted (9-0) (6 Absent)
24 Ayes: Chair Milne, Council Members Blair, Boss, Cohen, Habert, Hillan, Miller, Nervo, Short
25 Noes: None
26 Absent: Vice-Chair Quirke, Members Griswold, Marks, Rodgers, Sherk and Sustarich

SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- The Board of Supervisors, Planning Commission, and Landmarks Preservation Advisory Board may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

I am one of the following authorized nominators

- Property owner
- Board of Supervisor member
- Head of a city department or agency
- Planning Commission member
- Landmarks Preservation Advisory Board member

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department, Property Owner):

Member of the public who initiated nomination (if applicable):

Name

Name

Address

Address

Address

Address

Phone (day)

Phone (day)

Fax #

Fax #

Email

Email

I am an authorized nominator and I support this nomination.

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

Signature

Signature

Date

Date

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. If you need more space to describe the tree, please attach additional sheets.

TREE DESCRIPTION

Tree name (species and common name): _____

Number of trees: _____

Street address: _____

- Location of Tree: Front yard Rear yard Side yard Corner-side yard
 Public right-of-way Public lands Not sure
 Other: _____

If the tree which extends beyond multiple properties:

Which part of the tree does so?

- Trunk Canopy

Where in the neighboring area?

- Front yard Rear yard Side yard Corner-side yard

GPS units (OPTIONAL): _____

Height _____ feet

Average canopy width _____ feet
Distance from one edge to opposite edge of tree canopy

Circumference at chest level _____ inches
Distance around trunk at 4.5 ft off the ground. <http://www.isa-arbor.com/publications/tree-ord/heritage.aspx>

Circumference at ground level _____ inches
Distance around trunk on the ground where the trunk meets the soil.

Rarity

Rarity: ___ Rare ___ Uncommon ___ Common ___ Other
Unusual species in San Francisco or other geographic regions.

Comment: _____

Physical

Size: ___ Large ___ Medium ___ Small
Notable size compared to other trees of the same species in San Francisco.

Comment: _____

Age: Significantly advanced age for the species.

Comment: _____

Distinguished form: ___ Yes ___ No
Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: _____

Tree condition: ___ Good ___ Poor ___ Hazard
Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: _____

Historical

Historical Association: ___ Yes ___ None apparent
Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____

Profiled in a publication or other media: ___ Yes ___ Unknown
Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.
Describe coverage: _____

Environmental

Prominent landscape feature: Yes No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Low tree density: Low Moderate High

Tree exists in a neighborhood with very few trees.

Describe: _____

Interdependent group of trees: Yes No

This tree is an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: _____

Visible or Accessible from public right-of-way: Yes No

High visibility and/or accessibility from public property.

Describe: _____

High traffic area: Yes No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Describe: _____

Important wildlife habitat: Yes No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: Yes No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier: Yes No

Tree reduces wind speed or mitigates undesirable noise.

Describe: _____

Cultural

Neighborhood appreciation: Yes None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____

Cultural appreciation: Yes None apparent

Particular value to certain cultural or ethnic groups in the city.

Describe nature of appreciation: _____

Planting contributes to neighborhood character: Yes No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: _____

Profiled in a publication or other media: Yes Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Describe coverage: _____

Prominent landscape feature: Yes No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Additional comments

SAN FRANCISCO URBAN FORESTRY COUNCIL

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

A photograph of the tree must be submitted with this form.

Please attach **optional** supporting documents such as letters, arborist report, etc.

Send to: Urban Forestry Council, c/o Mei Ling Hui, 11 Grove Street, San Francisco, CA 94102
OR meiling.hui@sfgov.org

Any information you submit will be part of the public record.

The Public Records Act defines a "public record" broadly to include "any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristics." Govt. Code § 6252(e). The Sunshine Ordinance defines "public information" as the content of "public records" as defined in the Public Records Act. Admin Code § 67.20(b). Pursuant to the Public Records Act and Sunshine Ordinance, this document is a public record and will be available to the public upon request, at the hearing site, at the San Francisco Main Library, and on the Urban Forestry Council's website. Admin Code §§ 8.16, 67.7 (b), and 67.21(a).

Application received date _____	Received by _____
Tree evaluation form _____	UFC recommendation date _____
Board of Supervisors Decision _____	
Landmark Tree # _____	Title recorded date _____

Urban Forestry Council

Landmark Tree Evaluation Form and Criteria

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Evaluator's name: _____

Date of evaluation: _____

Scientific name: _____

Common name: _____

Street address: _____

Cross streets: _____

Rarity ___ Yes ___ Partially ___ No

Rarity: ___ Rare ___ Uncommon ___ Common ___ Other

Unusual species in San Francisco or other geographic regions.

Comment: _____

Physical Attributes ___ Yes ___ Partially ___ No

Size: ___ Large ___ Medium ___ Small

Notable size compared to other trees of the same species in San Francisco.

Comment: _____

Age: ___ Yes ___ No

Significantly advanced age for the species.

Comment: _____

Distinguished form: ___ Yes ___ No

Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: _____

Urban Forestry Council
Landmark Tree Evaluation Form and Criteria

Tree condition: Good Poor Hazard
Consider overall tree health and structure, and whether or not tree poses a hazard
Describe: _____

Historical Yes Partially No

Historical Association: Yes None apparent
Related to a historic or cultural building, site, street, person, event, etc.
Describe nature of appreciation: _____

Profiled in a publication or other media: Yes Unknown
Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.
Describe coverage: _____

Environmental Yes Partially No

Prominent landscape feature: Yes No
A striking and outstanding natural feature.
Describe, attach photo if possible: _____

Low tree density: Low Moderate High
Tree exists in a neighborhood with very few trees.
Describe: _____

Interdependent group of trees: Yes No
This tree in an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.
Describe: _____

Visible or Accessible from public right-of-way: Yes No
High visibility and/or accessibility from public property.
Describe: _____

Urban Forestry Council
Landmark Tree Evaluation Form and Criteria

High traffic area: Yes No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Describe: _____

Important wildlife habitat: Yes No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: Yes No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier: Yes No

Tree reduces wind speed or mitigates undesirable noise.

Describe: _____

Cultural Yes Partially No

Neighborhood appreciation: Yes None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____

Cultural appreciation: Yes None apparent

Particular value to certain cultural or ethnic groups in the city.

Describe nature of appreciation: _____

Planting contributes to neighborhood character: Yes No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: _____

Profiled in a publication or other media: Yes Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Describe coverage: _____

Prominent landscape feature: Yes No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Additional comments

Landmark Tree Criteria

Landmark Tree criteria will be examined in five major sections.

1. **Rarity:** Examines the rarity of the specific tree in San Francisco

- a) Rarity: Unusual species in San Francisco or other geographic regions

2. **Physical Attributes:** Examines the physical aspects of the tree

- a) Size: Notable size compared to other trees of the same species in San Francisco
- b) Age: Significantly advanced in age for the species
- c) Distinguished form: Tree is an example of good form for its species, has a majestic quality, or otherwise unique structure
- d) Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard

3. **Environmental:** Examines the ecological and locational aspects of the tree

- a) Important wildlife habitat: This species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals
- b) Interdependent group of trees: This tree is an integral member of a group of trees, and removing it may have an adverse impact on adjacent trees
- c) Erosion control: Tree prevents soil erosion
- d) Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise
- e) High traffic area: Tree is located in an area that has a high volume of vehicular, pedestrian or bike traffic and has a potential traffic calming effect
- f) Low tree density: Tree exists in a neighborhood with very few trees
- g) Visible or Accessible from public right-of-way: High visibility and/or accessibility from public property
- h) Prominent landscape feature: A striking, and outstanding natural feature

4. **Historical:** Examines the history of the specific tree as well as the value of the specific tree and the species to historical groups

- a) Historical Association: Related to a historic building, site, street, person, event, etc.
- b) Profiled in a publication or other media: Tree has received coverage in print, internet, video, media, etc.

5. **Cultural:** Examines the sociological value of the tree to the current population of the neighborhood and City

- a) Neighborhood appreciation: Multiple neighbors appreciate tree as shown by indicators such as letters of support, petitions, outdoor gatherings, celebrations adjacent or related to tree, etc.
- b) Cultural appreciation: Particular value to certain cultural or ethnic groups in the city
- c) Tree contributes to neighborhood character: Tree contributes significantly to or represents neighborhood aesthetic
- d) Profiled in a publication or other media: Tree has received coverage in print, internet, video, media, etc.
- e) Prominent landscape feature: A striking, and outstanding natural feature

