

Landmark Grove 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 grove nomination. For more legal information, see the last page of this form.

Who can nominate a landmark grove?

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

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 Supervisors 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

SAN FRANCISCO URBAN FORESTRY COUNCIL

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

Describe location of grove and attach map showing boundaries: _____

Indicate the land use(s) the grove falls within (check all that apply):

- Public right-of-way
 Public lands
 Private property
 Not sure
 Other: _____

Assign a number to each tree and provide an inventory with the following information. If the list of trees does not fit here, attach a complete list.

Attach a map of the grove noting the location of each tree by number.

Tree ID	Species name	Common name	Height	Circumference ¹	Condition ²
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

¹ Distance around trunk at 4.5 ft off the ground. <http://www.isa-arbor.com/publications/tree-ord/heritage.aspx>

² Good, poor, hazard

Landmark groves are groups of three or more trees that function together ecologically, culturally, or aesthetically. The decision to designate a group of trees as a landmark grove takes into consideration the following qualities:

- (1) the age, size, or species of the trees, particularly whether they exhibit exceptional characteristics in this regard;
- (2) the ecological interaction of the trees, including whether they function together to provide an ecological contribution notably greater than the sum of the parts or whether their natural processes are inextricably linked to each other, and whether this interaction is of exceptional value to the city;
- (3) the noteworthy cultural or historical value of the grove, including whether it reflects the character or a unique moment in the history of the neighborhood or the city; and
- (4) the aesthetic contribution of the grove, including whether or not the trees function together to create a "sense of place," that is, a unique or distinct visual character of extraordinary quality.

Please indicate which of these four conditions are applicable to the grove of trees under consideration (more than one may apply):

- (1) Structure/physical characteristics
 (2) Ecological interaction
 (3) Cultural or historical value
 (4) Aesthetic contribution

For each category checked above, please provide more information:

(1) Structure/physical characteristics

Please describe the ways in which the grove of trees presents a structural or physical presence that is exceptional. For example, are the trees of a noteworthy age or stature? Are the species rare or otherwise remarkable? If appropriate, please indicate which of the trees from the inventory are of particular value.

(2) Ecological interaction and contribution

Please describe the ways in which the ecological contribution of this grove of trees is exceptional and/or the ways in which the trees function together in an exemplary way. For example, does the grove support a rare species? Does it offer an unusual level of ecosystem services, such as stormwater filtration, air quality improvement, greenhouse gas mitigation, energy conservation, or erosion protection? Do the trees function together in an exemplary way?

(3) Cultural or historical value

Please describe the noteworthy cultural or historical value of the grove. For example, in what ways does it reflect the character of its neighborhood, park or the city as a whole? Does it mark a unique historical moment?

(4) Aesthetic contribution

Please describe the extraordinary aesthetic contribution of the grove of trees. How does the group contribute to creating a unique or distinct visual character or "sense of place"?

Additional comments

Please provide any further information about ways in which this grove of trees is noteworthy and deserving of special recognition by the City of San Francisco.

Supporting documents

Provide photographs of the grove that illustrate the noteworthy characteristics described above.

Additional documentation, such as historical records or photographs, environmental or arborist reports, media coverage, or letters of support, is encouraged.

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.

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 _____