

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 Historic Preservation Commission may nominate a tree through the adoption of a resolution.
- 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 removal of a landmark tree.

Pursuant to [Ordinance 0017-06](#) and [Public Works Code Article 16, Section 810](#), the Urban Forestry Council requests the following information.

I am one of the following authorized nominators (please check one):

- Property owner
- Board of Supervisors (through adopted resolution)
- Head of a city department or agency
- Planning Commission (through adopted resolution)
- Historic Preservation Commission (through adopted resolution)

Authorized nominator (Sponsoring Supervisor, Planning Commission designee, Historic Preservation Commission designee, Head of City Department, property owner):

Name	
Department	
Email	
Phone	

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

Name	
Address	
Email	
Phone	

I am an authorized nominator or designee and I support this nomination.

Signature

Date

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

Signature

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

Botanical name	
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 (in feet)	
Average canopy width (in feet) Distance from one edge to opposite edge of tree canopy	
Circumference at chest level (in inches) Distance around trunk at 4.5' from ground http://www.isg-arbor.com/publications/tree-ord/heritage.aspx	
Circumference at ground level (in inches) Distance around trunk where the trunk meets the soil.	

Rarity

Unusual species in San Francisco or other geographic regions.

- Rare
- Uncommon
- Common
- Other

Comments	
----------	--

Physical Attributes

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

- Large
- Medium
- Small

Comments	
----------	--

Age: Significantly advanced age for the species.

- Yes
- No

Comments	
----------	--

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

- Yes
- No

Comments	
----------	--

Tree condition: Consider overall tree health and structure, including hazard potential.

- Good
- Poor
- Potential hazard

Comments	
----------	--

Historical Attributes

Historical association: Any relation to a historic or cultural building, site, street, person, event, etc.

- Yes
- None apparent

Comments	
----------	--

Profiled in a publication or other media for its historic value: Tree has received coverage in print, internet, media, etc. Attach documentation or provide links if appropriate.

- Yes
- Unknown

Comments	
----------	--

--	--

Environmental Attributes

Prominent landscape feature: A striking and outstanding natural feature.

- Yes
- No

Comments	
----------	--

Low tree density: Tree exists in a neighborhood with very few trees.

- Low
- Moderate
- High

Comments	
----------	--

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

- Yes
- No

Comments	
----------	--

Visible or accessible from public right-of-way: High visibility and/or accessibility.

- Yes
- No

Comments	
----------	--

High traffic area: Tree is in an area that has a large volume of vehicle, pedestrian, or bike traffic and has a potential traffic-calming effect.

- Yes
- No

Comments	
----------	--

Important wildlife habitat: Species has a known relationship with wildlife to which it provides food, shelter, nesting potential, etc.

- Yes
- No

Comments	
----------	--

Erosion control: Tree prevents soil erosion.

- Yes
- No

Comments	
----------	--

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise.

- Yes
- No

Comments	
----------	--

Cultural Attributes

Neighborhood appreciation: Multiple indicators such as letters of support, petition(s), outdoor gatherings, celebrations adjacent or related to the tree, etc. Attach documentation.

- Yes
- None apparent

Comments	
----------	--

Cultural appreciation: Tree is of value to a certain cultural or ethnic group(s) in the City.

- Yes
- None apparent

Comments	
----------	--

Profiled in a publication or other media for its cultural value: Tree has received coverage in print, internet, media, etc. Attach documentation or provide links if appropriate.

- Yes
- Unknown

Comments	
----------	--

Additional comments:



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: sfurbanforestcouncil@sfgov.org OR
Urban Forestry Council, 1155 Market Street, 3rd Floor, San Francisco, CA 94103

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 _____