

CITY OF  
*Walnut*

Tree Policy Manual



## TABLE OF CONTENTS

Introduction .....	3
Statement of Commitment.....	3
The Tree Policy Manual.....	2
Amendments to Policies.....	4
City Easements, Parks, LOSMD, Medians and Right-of Ways.....	4
The City Council.....	4
The Parks Commission.....	3
The Community Services Department.....	3
The Property Owners and Residents of Walnut.....	4
Standard of Care.....	5
Planting .....	5
Spacing.....	6
Resident Notification.....	6
Guideline Specifications for Nursery Trees.....	7
Tree Planting Specifications.....	7
Watering Schedule.....	8
Pruning .....	9
Removals .....	11
Oak and Walnut Tree Preservation Ordinance.....	12
Request Forms.....	12
Construction Management.....	12
Appendix.....	13

## INTRODUCTION

### **Statement of Commitment**

Walnut is a community which recognizes its trees as one of its most valuable resources. The City maintains over 17,000 Parkway, Lighting and Open Space Maintenance Districts (LOSMD), medians, easements and park trees throughout Walnut. The City's "Community Forest" provides environmental benefits, adds to property values, and contributes to an enhanced quality of life for all of Walnut's residents.

There are many benefits to having a healthy, well-maintained community forest, which include increasing property values, slowing down harsh winds, muffling street and traffic noise, and providing shade and overall beauty to our community. Trees improve the environment in which we live by moderating the climate, providing oxygen, conserving water, reducing erosion, and harboring wildlife within our urban setting.

The City of Walnut has policies governing the management and care necessary for their perpetuation, and to that end, support the City's mission of enhancing civic pride by "ensuring the City is well maintained" and of collaborating by "providing clear directions for people using our services".

### **The Tree Policy Manual**

This manual defines the policies and procedures for the management and care of all trees located on City property, LOSMD, medians, easements, parks or within the public right-of-way. The following pages document the City of Walnut's official guidelines for the planting, pruning, removal, preservation, and protection of City-owned trees, herein referred to as Walnut's Community Forest. These policies are based on nationally accepted standards set for tree care, and shall act as the source reference by City staff for the implementation of the duties, authorities and regulations delineated in Chapter 22 of the Walnut's Municipal Code.

## **Amendments to Policies**

City Council reserves the right to amend this policy.

## **City Easements, Parks, LOSMD, Medians, Right-of-Ways and Parkways**

Any tree located within the City easement, park, LOSMD, median, and right-of-ways is recognized as a City-owned tree, and is subject to the policies described herein and in the Municipal Code which govern all LOSMD, City trees and public property.

## **The City Council**

The elected officials of the City want to ensure that our community trees continue to be a priority in Walnut. They oversee the annual budget which supports the Community Forest. They also make decisions regarding policies and ordinances which pertain to the care and protection of trees on public property and in some cases private as well as to the development and enhancement of private property.

## **The Parks and Recreation Commission**

The Commission is made up of City Council-appointed Walnut Residents, who serve, among other capacities, as the City's tree advisory board. The Commission makes recommendations to the City Council on policies and ordinances, which pertain to the care and protection of public trees. As representatives to the community, Commissioners also help educate and inform the public on proper tree care, and promote the value of trees to the community.

## **The Community Services Department**

Section 22 of the Walnut Municipal code establishes that the Community Service Department is responsible for providing the maintenance and emergency services trees. The department oversees maintenance services, and oversees all contracted and permitted work on City trees. The department retains and updates the City's tree inventory, and is the primary resource for residents who contact the City with concerns and questions about trees.

Under general direction from the Director of Community Services, the Deputy Director and Maintenance Division shall be responsible for overseeing the care and management of the community forest.

## **City Trees on Private Property (Parkways , Slopes, Right of Ways and Easements)**

Section 22-78 of the Walnut Municipal Code defines the duties of the private property owners in the care of public trees.

Residents of Walnut are required to provide enough water to promote the health and viability of any City tree located within the public easement or right-of-way on their property and to notify the Community Services Department of any suspected tree hazards or maintenance needs that their City trees may require.

### **Standard of Care**

The planting, maintenance, pruning, removal and general care of the trees in Walnut's Community Forest shall comply with the standards of the ANSI A300 Pruning Standards.

#### **A. A300 Best Management Practices Tree Planting**

These guidelines have been developed to promote the health and safety of City trees. These specifications shall be required for any City tree that is to be planted.

#### **B. Nursery Tree Stock**

The City shall make every effort to insure that it plants only vigorous, healthy trees which can easily be trained into an attractive natural form, with strong roots and good crown development.

#### **C. ANSI A300 Pruning Standards**

The ANSI A300 Pruning Standards refers to the most current printing of this document. The text is divided into several sections, including Definition of Terms, Tree Pruning, and Safety.

Along with the ANSI-A300 Standards, a companion document known as the ANSI-Z133 .1 that addresses detailed safety practices shall be followed by all tree workers and companies working for the City.

#### **D. Guidelines for removals (appendix)**

This form uses criteria which justify removal of a tree, or non removal of a tree.

### **Planting**

**Best Season to plant-** Unless otherwise approved by the Deputy Director of Community Services, all planting of trees shall take place between November - May to take advantage of the dormant period for most trees and the cooler, wetter seasons of the year.

**Viable Planting Sites-** It shall be the objective of the City to plant suitable vacant sites located on City property, LOSMD, medians, easement or within City right-of-ways, to honor resident requests for new trees when possible, and to replace any City tree which has been removed with the provision that the remaining vacant site is viable for planting. Unless otherwise recommended by City Council, only trees on the City's approval list can be planted (appendix). Resident has the right to refuse a parkway tree planting. Planting shall be based upon the following criteria:

## Spacing

### 1. Medians

- 40 Feet from the beginning of curb returns at intersections
- 20 feet from irrigation valves, quick couplers, isolation valves
- 10 feet from water meters
- 10 feet from fire hydrants
- 20-40 feet spacing from tree to tree (determined by species of tree)
  - Large species (ex, Sycamore, Oaks) 40 feet.
  - Ornaments (ex, Crape Myrtle) 20 feet.

### 2. Parkways

- 20 feet from street lights poles
- 20 feet from walls and sidewalks in
- 10 feet from water meters
- 10 feet from fire hydrants
- 10 feet from sewer laterals
- 15 feet from driveways
- 5 feet away from parkway sidewalks
- 20-40 feet spacing from tree to tree (determined by species of tree)
  - Large species (ex, Sycamore, Oaks) 40 feet.
  - Ornaments (ex, Crape Myrtle) 20 feet.

### 3. LOSMD

- 20 feet from walls and sidewalks in
- 10 feet from water meters
- 10 feet from fire hydrants
- 10 feet from sewer laterals
- 15 feet from driveways
- 5 feet away from parkway sidewalks
- 20 feet from irrigation valves, quick couplers, isolation valves.
- 20-40 feet spacing from tree to tree (determined by species of tree)
  - Large species (ex, Sycamore, Oaks) 40 feet.
  - Ornaments (ex, Crape Myrtle) 20 feet.

Consideration must be given to those varieties of trees that will create a conflict with existing overhead electrical utility lines.

**Resident Notification-** Residents shall be notified of any project involving the planting of a City tree within the public easement at their home.

## **Guideline Specifications for Nursery Trees**

- All trees shall be true to name as ordered or shown on the planting plans.
- All trees shall have a trunk diameter at 6" about the soil surface of .75" to 1.5" for a 15 gallon container and a 1.5" to 2.5" for a 24" box.
- All trees shall have a single, relatively straight central leader and tapered trunk, free of codominant stems.
- All trees shall comply with federal and state laws and regulations requiring inspection for plant disease, pests and weeds.
- No tree shall be accepted that is root bound, shows evidence of girdling or kinking roots, or has "knees" (roots) protruding above the soil.
- No tree shall be accepted that has been severely topped, headed back, pollarded or lion-tailed.

The City shall reserve the right to refuse any nursery stock that does not meet these standards, and may require any person who has planted such sub-standard trees, on City property, easement or within City right-of-ways, to have these trees removed and replaced at that person's own expense.

## **Tree Planting Specifications (appendix)**

- Dig planting pit twice as wide as root ball, or as wide as practical per planting location. Pit should be no deeper than the soil in the tree container.
  - Remove the tree from the container (15 gallon), or bottom from box size trees, and place it in the planting pit. The top of the root crown should be slightly above finish grade to allow for settling. Remove the remainder of the box on larger box trees. Form a watering basin out of backfill material, approximately six (6") inches high, around the drip line of the tree. Remove all nursery stakes, ties, and ribbons from the tree.
  - Tree Stakes - Shall be two (2) sturdy, eight or ten (8"-10') foot long lodge pole pine stakes. Stakes shall be placed on the outer edge of the root ball on either side of the tree, parallel to the curb or walkway, or perpendicular to prevailing winds.
  - Staking Ties - Shall be sixteen (16") to eighteen (18") inch rubber cinch ties to be fastened to each stake with galvanized roofing nails. Ties will be pulled around the tree's trunk in a manner which supports the top-heaviness of the canopy, but is loose enough to allow for free movement of the tree in the wind.
  - Tree stakes and ties should be removed from the tree within three years after planting, or when the circumference of the tree's trunk is equal to or exceeds the circumference of the stakes.

## Watering Schedule

Section 22-78 of the Walnut Municipal Code defines the responsibilities of property owners with a public easement or right-of-way over their property. These responsibilities include providing adequate water to any City tree planted in the easement.

The minimum standards shall be as follows:

- One to three months in the ground: four times per month or as necessary
- Four to six months in the ground: two times per month or as necessary
- Seven to twelve months in the ground: one time per month or as necessary

## Pruning

All City trees shall be pruned using professionally accepted standards, as established by the International Society of Arboriculture (ISA), and American National Standards Institute (ANSI) Section Z133.1. All City trees shall be pruned in a manner that will encourage good development while preserving their health, structure and natural appearance. Topping, heading back, stubbing, lion tailing, trimming for view or pollarding of public trees is strictly prohibited.

**Training Young Trees-** Properly trained trees will develop into structurally strong trees well suited for their surrounding environment. These trees should require little corrective pruning as they mature. Young trees that reach a large mature size should have a sturdy, tapered trunk with well-spaced branches that are smaller in diameter than the trunk.

Each City tree shall be scheduled for Trimming at least once within the first three years after being planted, as part of a Young Tree Maintenance Program. The Young Tree Maintenance Program shall entail evaluating the overall condition of the tree, cleaning out of any dead wood and pruning the tree in such a manner as to develop good structure, checking to insure stakes and ties are providing adequate support for the tree, and examining the watering basin to verify that the tree is receiving adequate water.

**Pruning Mature Trees-** As trees mature, their need for structural pruning should decrease. Pruning should then focus on maintaining tree structure, form, health and appearance. This shall be accomplished through one of the three methods described below.

- **Crown cleaning**, or cleaning out, is the removal of dead, dying, broken, diseased, crossing, weakly attached, and low-vigor branches from a tree's crown; as well as the elimination of water sprouts, sucker growth and foreign materials from the entire tree. Crown cleaning shall be completed on an as needed basis.
- **Crown restoration** is intended to improve structure and appearance of trees that have sprouted vigorously after being broken, topped or severely pruned using heading cuts. One to three sprouts, on main branch stubs, should be selected to form a natural appearing crown. The more vigorous sprouts may need to be thinned or cut to a lateral to control



length growth or ensure adequate attachment for the size of the sprout. Crown restoration may require several prunings over a number of years. Crown restoration shall be completed as is necessary, based upon the specific condition and circumstances surrounding the tree.

- **Crown thinning** is the selective removal of branches to increase light penetration and air movement through the crown. Thinning opens the foliage of the tree, reduces weight on heavy limbs, distributes ensuing invigoration throughout the tree and helps retain the tree's natural form.

When thinning the crown of mature trees, no more than twenty percent (20%) of the tree's live growth should be removed. In slower growing, or particularly sensitive species (such as native Oaks), no more than ten percent (10%) of live growth should be removed. Trees shall always be thinned to their natural form, and should retain well-spaced inner lateral branches with foliage. Trees and branches so pruned will have mechanical stress more evenly distributed along the branch and throughout the tree.

**Pruning Cycles-** All Median and Parkway trees shall be inspected and/or trimmed every three years.

**Resident Notification-** Residents shall be notified of any pruning affecting a City tree located in front of their home.

**Street, Sidewalk and Visibility Clearance-** Street and sidewalk clearance standards shall be achieved through crown raising. Crown raising is the removal of lower branches in order to provide clearance for vehicles, pedestrians and bicyclists.

All City trees shall be maintained to the height clearance specifications established below:

- **Over sidewalks or park paths**, limbs shall be raised to a minimum of seven (7') feet and a maximum of nine (9') feet from grade to wood.
- **Over residential or collector streets**, limbs shall be raised gradually from eight (8') feet at curb to fourteen (14') feet over traffic lanes from the grade to wood.
- **Over arterial streets**, limbs shall be raised to fourteen (14') feet from grade to wood. A major arterial street may require a higher maximum over central traffic lanes for existing mature canopy-forming limbs.

Visibility clearance for streetlights or signage shall be achieved through "windowing" through the foliage of a tree, rather than severely raising or reducing its crown. Only those branches that need to be removed to attain the visibility clearance desired shall be pruned. All such pruning cuts shall be thinned back to the nearest lateral found way from the structure that is to be cleared.

**Utility Trimming-** Utility companies work with in the City Of Walnut limits shall utilize the ANSI A-300 Pruning Standards regarding utility trimming techniques.

**Root Pruning and Stump Grinding-** Root pruning will be for the purpose of maintaining roots from sidewalks, driveways, block walls streets and/or curbs. Only visible surface roots shall be removed from private property, with the property owner's permission.

Stump grinding will be limited to the immediate area of the stump. Stumps will only be ground slightly below the surface.

Stump grinding or root pruning around conduit or other underground lines shall first be inspected by Underground Service Alert. Contact and inspection will be made prior to any work.

If there is damage to private property from tree roots, the property owner should be referred to City Hall if a claim is to be filed for damages.

### **Removals**

The Community Services Department shall be responsible for all removals of City trees. The division shall have the authority to remove a City tree based upon the following conditions:

- **Hazardous Trees.** The Community Services Department shall identify hazardous trees based on the following criteria:
  - Large dead branches in the tree
  - Detached branches hanging in the tree
  - Cavities or rotten wood along the trunk or in major branches
  - Mushrooms present at the base of the tree
  - Cracks or splits in the trunk or where branches are attached
  - Adjacent trees fallen over or died
  - Strong lean at the trunk
  - Many major branches arise from one point on the trunk
  - Damaged, broken or injured roots
  - Changes in the soil level
  - Leaves prematurely developed an unusual color or size
  - Tree has been topped or otherwise heavily pruned
- **Dead Trees-**Trees that are dead or have been determined by an ISA Certified Arborist to be in a state of severe decline, although perhaps not an immediate hazard shall be removed.
- **Emergency Removal-** Healthy trees shall be removed if the Community Services Division decides an emergency exist, and tree removal is determined to be the only option available.
- **Diseased/Insect Infested Trees- Trees** that acquire an infectious disease or are infested with an insect that is declared to be a serious pest threat to other nearby trees shall be removed, if removal is determined to be the best pest control solution.

- **Hardscape Damage-** If hardscape repairs cannot be completed without severe root pruning which would jeopardize the health and stability of the tree.
- **Building damage-** If a tree is causing structural damage to a building, and the condition cannot be corrected without removing the tree.

The Community Services Department may or may not be able to notify the public of emergency and hazardous tree removals due to the degree of urgency during these events.

**Reasons that are NOT Valid for Removal:**

- Leaves getting into gutters, pools or a nuisance to remove
- Messy fruit
- Flowers attract bees
- Shade yard
- For view

**Oak and Walnut Tree Preservation Ordinance (appendix)-**Title VI, Chapter 25, Article XVI, Division 5 of the Walnut Municipal Code establishes the tree policy for the preservation of Oak and Walnut trees.

**REQUEST FORMS**

Section **22-81** of the Walnut Municipal Code (Appendix) sets the conditions for the acquisition of a request form for any work involving City trees. No person shall remove or otherwise disturb any City tree without first obtaining a form from the Community Services Department.

Application forms are available at the Community Services Building, 21701 E. Valley Blvd. or online at [www.walnut.ca.us](http://www.walnut.ca.us)

Any business wishing to acquire a request form for tree removal must provide an official copy of a current City of Walnut Business License at the time of application.

The Community Services Department shall approve the request form if the proposed work is desirable and the proposed method and workmanship are performed to the standards defined under the Maintenance Guidelines described in this manual. Any form approved shall contain a date of expiration and the work shall be completed in the time allowed on the form and in the manner described in it. A request form shall be null and void if its terms are violated.

## CONSTRUCTION MANAGEMENT

Title II, Chapter 6, Article III, Division 1. 6-11& 6-12 of the Walnut Municipal Code (Appendix), prescribe protections for pre-existing or native trees that may be impacted by new development in the City.

**General Site Evaluation-** As part of the environmental review for a location planned for development, the Community Services Department shall be consulted on the appropriate measures to take regarding trees existing on the project site. Community Services are to identify which trees to remove and develop an appropriate mitigation plan. In addition, staff shall develop a plan to protect all trees that are to remain. Department staff shall also examine site access and traffic route considerations, excavation limitations, appropriate locations for the piling of soil and debris, and the storage of equipment and vehicles as each of these activities pertain to trees on the project site.

**Protective Fencing-** Temporary, protective fencing shall be installed around any existing tree that is to be preserved on a project site. This fencing must be made of a material that has high visibility, such as fluorescent-colored, and must be posted at regular intervals around the tree. This fencing shall be placed at a minimum distance of fifteen (15) feet from the trunk of the tree or five (5) feet outside the drip line of the tree, whichever distance is greater. No activity shall take place within this fenced in area.

**Construction Mulching-** If department staff determines that traffic encroachment within the drip line of a preserved tree is unavoidable, than a six (6) to twelve (12) inch layer of temporary mulch shall be placed over the affected area to disperse the weight of traffic and equipment. Additional weight dispersal and mobility may require the placement of large plywood sheets over the mulched area. Construction mulching and plywood must be removed carefully, so as not to damage the tree, as soon as the required activity within the drip line of the tree has been completed.

**Excavation Requirements-** Whenever possible, services such as water lines and utilities shall be routed around the drip line of trees that are being preserved on a site. If department staff determines that excavation within the drip line of a preserved tree is unavoidable, than every effort shall be made to tunnel under or through the tree's root system with a minimal amount of pruning, rather than to trench across the tree's roots.

**Grade Changes-** A change of grade around a tree, even well outside of a tree's root zone, can have serious impact on the tree due to reduced aeration or poor drainage.

Department staff shall recommend that development specifications include requirements for mitigating such impacts to trees that are to be preserved on a project site based upon the type of grade changes that are to be implemented, tree species, drainage patterns, soil conditions and future irrigation and maintenance plans.

## Appendix

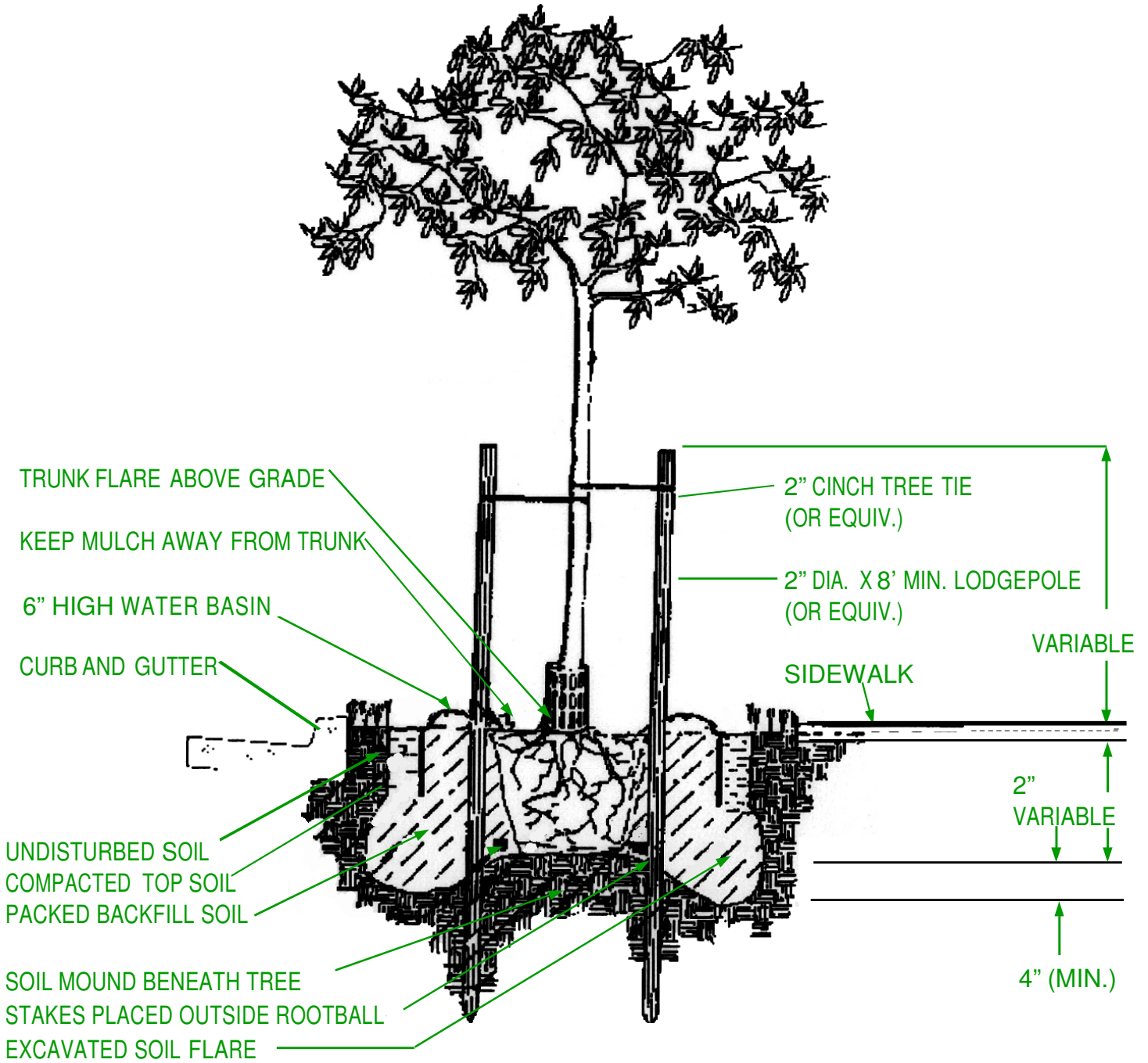
### TREEPLANTING SPECIFICATIONS

1. Trees must be of quality nursery stock, free from pests, disease and structural defects.
2. Dig planting pit twice as wide as root ball, or as wide as practical per planting location. Pit should be no deeper than soil in the tree container.

NOTE: If drainage is a concern, the outside perimeter of the pit can be dug deeper to divert excess water away from the root ball. (See diagram)

3. Remove the tree from the container (15 gallon), or bottom from box size trees, and place it in the planting pit. The top of the root crown should be slightly above finished grade to allow for some settling. Remove the remainder of the box on larger trees.
4. Form a water basin approximately six (6') inches high, around the drip line of the tree.
5. Remove all nursery stakes, ties, and ribbons from the tree.
6. Complete backfill of pit with native soil, tamping in soil with feet or shovel handle to insure there are no air pockets and that soil is reasonably firm.
7. Install 2 tree stakes that are tall enough to support the tree.
8. Attach trees to stakes with soft rubber ties and attach a trunk protector to the base of the tree.
9. Fill the water basin and let seep two times.

TREE PLANTING DETAIL



### **Parkway Approval List.**

<u>Botanical Name</u>	<u>Common Name</u>
1. Albizia julibrissin	Mimosa
2. Cassia leptophylla	Gold Medallion tree
3. Chionanthus retusus	Chinese Fringe Tree
4. Chitalpa tashkentensis	Chitalpa
5. Lagerstroemia indica	Crape Myrtle
6. Magnolia g. 'Majestic Beauty'	Majestic Beauty Magnolia
7. Pistachia chinensis	Chinese Pistache
8. Platanus mexicana	Mexican Sycamore
9. Podocarpus gracilior	Fern Pine
10. Tristania conferta	Brisbane Box
11. Quercus ilex	Holly Oak
12. Cinnamomum camphora	Camphor

**LOSMD and Median Approval List.**

<u>Botanical Name</u>	<u>Common Name</u>
1. <i>Arbutus marina</i>	Marina Arbutus
2. <i>Albizia julibrissin</i>	Mimosa
3. <i>Calocedrus decurrens</i>	Incense Cedar
4. <i>Cassia letophylla</i>	Gold Medallion
5. <i>Cedrus deodara</i>	Deodar Cedar
6. <i>Cercis canadensis</i>	Eastern Redbud
7. <i>Cercis occidentalis</i>	Western Redbud
8. <i>Chilopsis linearis</i>	Desert Willow
9. <i>Chionanthus retusus</i>	Chinese Fringe Tree
10. <i>Chitalpa tashkentensis</i>	Chitalpa
11. <i>Chorisia speciosa</i>	Floss Silk Tree
12. <i>Cinnamomum camphora</i>	Camphor
13. <i>Cupaniopsis anacardioides</i>	Carrot Wood
14. <i>Fraxinus uhdei</i>	Shamel Ash
15. <i>Fraxinus velutina</i>	Modesto Ash
16. <i>Ginkgo biloba</i> (fruitless)	Maidenhair
17. <i>Gleditsia triacanthos</i>	Honey Locust
18. <i>Jacaranda acutifolia</i>	Jacaranda
19. <i>Juglans Californica</i>	California Black Walnut
20. <i>Juglans regia</i>	English Walnut
21. <i>Koelreuteria bipinnata</i>	Chinese Flame
22. <i>Koelreuteria paniculata</i>	Goldenrain
23. <i>Lagerstroemia indica</i>	Crape Myrtle
24. <i>Liquidambar styraciflua</i>	American Sweet Gum
25. <i>Lyonothamnus floridundus</i>	Catalina Ironwood
26. <i>Magnolia</i> g. 'Majestic Beauty'	Majestic Beauty Magnolia



27.	<i>Magnolia grandiflora</i>	Southern Magnolia
28.	<i>Metasequoia glyptostroboides</i>	Dawn Redwood
29.	<i>Pinus canariensis</i>	Canary Island Pine
30.	<i>Pinus pinea</i>	Italian Stone Pine
31.	<i>Pinus radiata</i>	Monterey Pine
32.	<i>Pistachia chinensis</i>	Chinese Pistache
33.	<i>Platanus mexicana</i>	Mexican Sycamore
34.	<i>Platanus racemosa</i>	California Sycamore
35.	<i>Podocarpus gracilior</i>	Fern Pine
36.	<i>Populus fremontii</i>	Western Cottonwood
37.	<i>Pyrus calleryana</i>	Bradford Pear
38.	<i>Pyrus kawakamii</i>	Evergreen Pear
39.	<i>Rhus lancea</i>	African Sumac
40.	<i>Schinus molle</i>	California Pepper
41.	<i>Tabebuia chrysotricha</i>	Golden Trumpet
42.	<i>Tabebuia impetiginosa</i>	Pink Trumpet
43.	<i>Tipuana tipu</i>	Tipu Tree
44.	<i>Tristania conferta</i>	Brisbane Box
45.	<i>Quercus agrifolia</i>	Costal Live Oak
46.	<i>Quercus ilex</i>	Holly Oak
47.	<i>Quercus kelloggii</i>	California Black Oak
48.	<i>Quercus lobata</i>	Valley Oak
49.	<i>Quercus suber</i>	Cork Oak
50.	<i>Quercus virginiana</i>	Southern Live Oak



CITY OF WALNUT  
COMMUNITY SERVICES DEPARTMENT  
Request to Remove a Healthy Street Trees

Date: \_\_\_\_\_ \*

I, \_\_\_\_\_ do hereby request authorization of the City of  
Authorized business representative/abutting property owner

Walnut to remove \_\_\_\_\_ street tree(s) from within the public easement along the property at  
number

\_\_\_\_\_ in accordance with all City specifications. Said work  
Street Name/Addresses

will begin on \_\_\_\_\_, and will be completed by \_\_\_\_\_. I further agree to  
date date

bear all costs and liabilities connected with the approved removal project; and that, any contractor

used to complete this project is licensed by the City of Walnut to do approved work; and that,

the approved work will be performed by a certified arborist based on City Standards; and that all

work will be performed in a timely and workman like fashion.

\_\_\_\_\_  
Signature of Recipient

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**\* REQUEST EXPIRES 60 CALENDAR DAYS FROM THE ABOVE DATE**

# TREE HAZARD EVALUATION FORM

*All sections of this form must be fully completed by a certified arborist.*

Site/Address: -----

Map/Location: \_\_\_\_\_

Owner: public \_\_\_\_\_ private \_\_\_\_\_ unknown \_\_\_\_\_ other \_\_\_\_\_

Date: \_\_\_\_\_ Arborist: \_\_\_\_\_ ISA#: \_\_\_\_\_

Arborist's Signature: -----

HAZARD RATING:

\_\_\_\_\_ + \_\_\_\_\_ +

Failure + Size + Target = Hazard  
Potential of part Rating Rating

\_\_\_\_\_ Immediate action needed

\_\_\_\_\_ Needs further inspection

\_\_\_\_\_ Dead tree

## TREE CHARACTERISTICS

Tree #: \_\_\_\_\_ Species: \_\_\_\_\_  
 DBH: \_\_\_\_\_ # of trunks: \_\_\_\_\_ Height: \_\_\_\_\_ spread: \_\_\_\_\_

Form:  generally symmetric  minor asymmetry  major asymmetry  stump sprout  stag-headed

Crown Class:  dominant  co-dominant  intermediate  suppressed

Live crown ratio: \_\_\_\_\_% Age Class:  young  semi-mature  mature  over-mature/senescent

Pruning History:  crown cleaned  excessively thinned  topped  crown raised  pollarded  crown reduced  flush cuts  cabled/braced

none  multiple pruning events Approx. **dates**: -----

Special Value:  specimen  heritage/historic  wildlife  unusual  street tree  screen  shade  indigenous  protected by gov. agency

## TREE HEALTH

Foliage Cover:  normal  chronic  necrotic Epicormics?  Y  N Growth obstructions:  
 stakes  wire/ties  signs  cables  
 Foliage Density:  normal  sparse Leaf size:  normal  small  
 D curb/pavement  D guards  
 D other \_\_\_\_\_  
 Annual shoot growth:  excellent  average  poor Twig Dieback?  Y  N  
 Wound wood development:  excellent  average  poor  none  
 Vigor class:  excellent  average  fair  poor

Major pests/diseases: -----

## SITE CONDITIONS

Site Character:  residence  commercial  industrial  park  open space  natural  woodland/forest  
 Landscape type:  parkway  raised bed  container  mound  lawn  shrub border  wind break  
 Irrigation:  none  adequate  inadequate  excessive  trunk wetted  
 Recent site disturbance?  Y  N  construction  soil disturbance  grade change  line clearing  site clearing  
 % drip line paved: 0% 10.25% 25-50% 50.75% 75-100% Pavement lifted?  Y  N  
 % drip line w/fill soil: 0% 10.25% 25-50% 50.75% 75-100%  
 % drip line grade lowered: 0% 10.25% 25-50% 50.75% 75-100%  
 Soil problems:  drainage  shallow  compacted  droughty  saline  alkaline  acidic  small volume  disease center  history of fail  
 clay  expansive  slope \_\_\_\_\_? **aspect**:-----  
 Obstructions:  lights  signage  line-ct-site  view  overhead lines  underground utilities  traffic  adjacent veg.  -----  
 Exposure to wind:  single tree  below canopy  above canopy  recently exposed  windward, canopy edge  area prone to wind throw  
 Prevailing wind direction: \_\_\_\_\_ Occurrence of snow/ice storms  never  seldom  regularly

## TARGET

Use Under Tree:  building  parking  traffic  pedestrian  recreation  landscape  hardscape  small features  utility lines  
 Can target be moved?  Y  N Can use be restricted?  Y  N  
 Occupancy:  occasional use  
 intermittent use  frequent use  
 constant use

**TREE DEFECTS**

**ROOT DEFECTS:**

Suspect root rot: Y N      Mushroom/conk/bracket present: Y N      10: \_\_\_\_\_  
 Exposed roots: D severe D moderate D low      Undermined: D severe D moderate D low  
 Root pruned: \_\_\_\_\_      Root area affected: \_\_\_\_\_%      Buttress wounded: Y N      When: \_\_\_\_\_  
 Restricted root area: D severe D moderate D low      Potential for root failure: D severe D moderate D low  
**LEAN:**      deg. From vertical D natural D unnatural D self-corrected      Soil heaving: Y N  
 Decay in plane of lean: Y N      Roots broken: Y N      Soil cracking: Y N  
 Compounding factors: -----      Lean severity: D severe D moderate D low  
**CROWN DEFECTS:** Indicate presence of individual defects and rate their severity (s=severe, m=moderate l=low)

DEFECT	ROOT CROWN	TRUNK	SCAFFOLDS	BRANCHES
Poor taper				
Bow, sweep				
Codominats/ forks				
Multiple attachments				
Included bark				
Excessive end weight				
Cracks/splits				
Hangers				
Girdling				
Wounds/seam				
Decay				
Cavity				
Conks/mushrooms/bracket				
Bleeding/sap flow				
Loose/cracked bark				
Nesting hold/bee hive				
Deadwood/stubs				
Borers/termites/ants				
Cankers/galls/burls				
Previous failure				

**HAZARD RATING**

Tree part most likely to **fall**:-----      Failure potential: 1-low;2-medium; 3-high; 4-severe  
 Inspection period: \_\_\_\_ annual \_\_\_\_ biannual      other      Size of part: 1 - <6" (15 cm); 2- 6-18" (15-45 cm);  
 Failure Potential +Size of Part+ Target Rating= Hazard Rating      3- 18-30" (45-75 cm);4- > 30" (75 cm)  
 \_\_\_\_\_ +----- +-----      Target rating: 1 - occasional use; 2 -intermittent use;  
**HAZARD ABATEMENT**      3 —frequent use; 4—constant use

Prune:      D remove defective part      D reduce end weight      D crown clean      D thin      D raise canopy      D crown reduce      D restructure      D shape  
 Cable/Brace:-----  
 Remove tree: Y N      Replace? Y N      Move Target: Y N      Inspect further: D root crown      D decay      D aerial      D monitor  
 Effect on adjacent trees: D none      D evaluate      Other  
 Notification: Downer      D manager      D governing agency      Date: \_\_\_\_\_  
**COMMENTS:**

