



Street Trees, Urban Forestry, and Discussion with City Forester

Prepared for Plan Commission Work Session

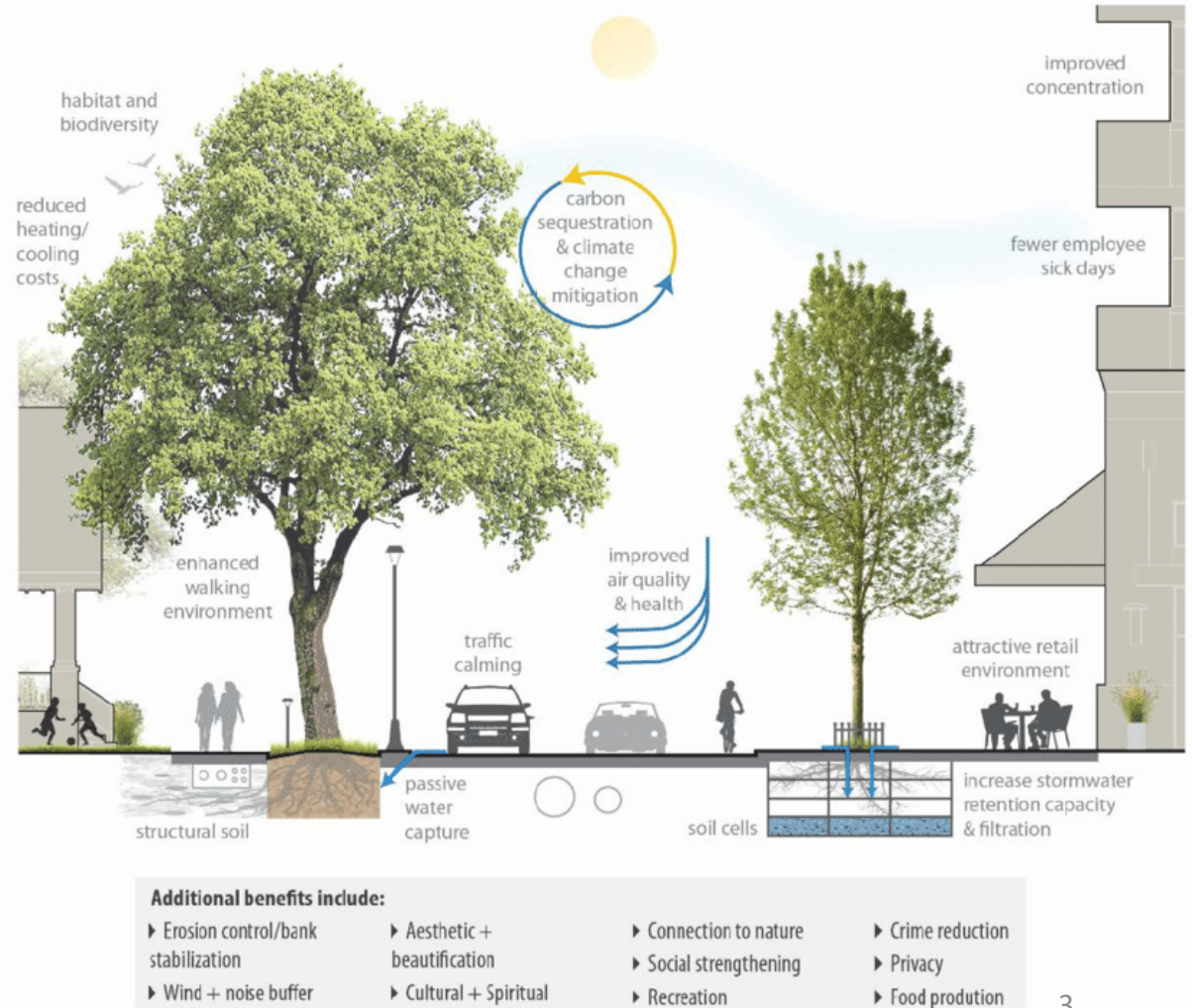
June 22, 2023

Introduction – Purpose of Discussion

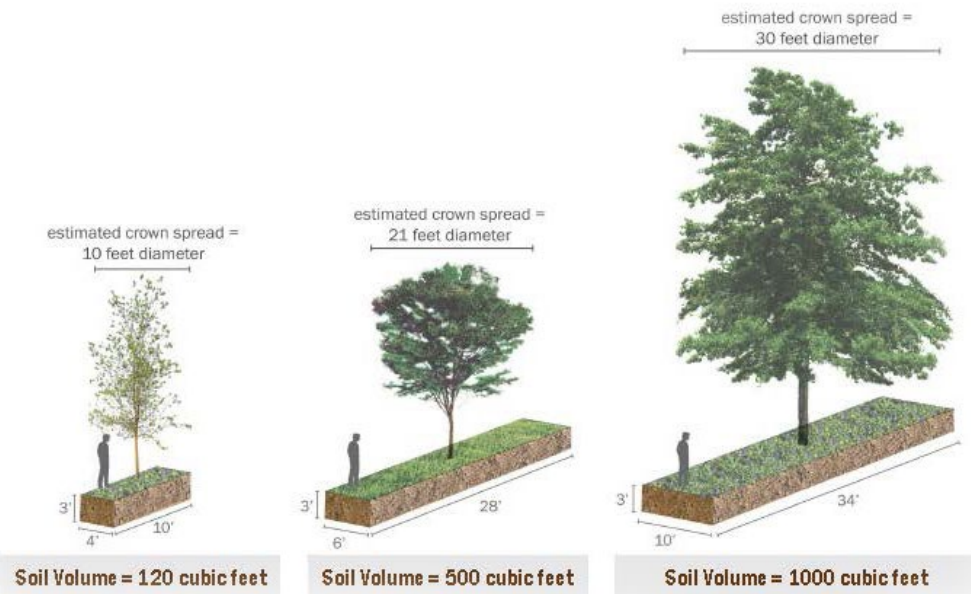
- Meet new City Forester, Ian Brown
- Provide Overview on City Bodies & Officials that Review Street Trees
- Highlight Recent & Ongoing Changes to Ordinances Regarded to Trees
- Discuss How Street Trees are Reviewed as Part of Plan Commission review

Introduction - Urban Tree Benefits

- Benefits are maximized with Large canopy
- Environmental, Economic, Social benefits
- Trees are an investment



Introduction - Space Matters



<https://streetsmn.s3.us-east-2.amazonaws.com/wp-content/uploads/2014/04/Possible-Crown-Spread.jpg>



<https://storymaps.arcgis.com/stories/cdfb8d38fd7a43b58d05020c1378bdcdb>

Policy Guidance & Framework

Comprehensive Plan (2018) Includes general policy guidance:

Strategy 6: “Develop a healthy and diverse urban tree canopy.”

Actions:

- a. Continue to prioritize tree species diversity to create a resilient tree canopy.
- b. Work across agencies to increase the tree canopy.
- c. Review and update City policies, practices, programs, and operations that impact the urban tree canopy

Policy Guidance & Framework

Urban Forestry Task Force (2020) Report :

Goals Related to Planning & Design; Outreach and Education; Canopy Coverage; and Forestry Operations & Public Lands

Recommendations Include:

- a. Zoning Setback Considerations
- b. Investigate a tree preservation policy for the subdivision process
- c. Changes to the Zoning Code regarding landscape standards & incentives
- d. Study Tree Canopy / Preservation & connected greenspaces in Adopted Plans
- e. Tree Management Plan Details

Policy Guidance & Framework

Complete Green Streets Policy (2023)

- New Street typologies with different recommended cross-sections
- Recommends 10-12 foot terraces for different street types within tree canopy priority areas – with 8 foot minimum terraces.
- Elements to be implemented with ongoing subdivision re-write.

Street Tree & Right-of-Way

Existing Roles & Responsibilities

Several City boards and officials are directly involved in the review of street trees:

- City Forester
- Streets Superintendent
- Board of Parks Commissioners (BPC)
- Habitat Stewardship Subcommittee (of BPC)
- Board of Public Works (BPW)
- Traffic Engineer, City Engineer, & Engineering Division

Street Tree & Right-of-Way

Existing Roles & Responsibilities

City Forester: Retains most authority over street trees, including issuance of permits for trimming, pruning, removal of street trees.

- Powers defined in State Statute and City Ordinance [MGO 10.10](#) which includes the following:

“The City Forester shall direct, regulate and control the planting, care and removal of all public trees and shrubs within the City subject to the direction of the Streets Superintendent and the Board of Public Works and the Board of Park Commissioners.”

Street Tree & Right-of-Way

Existing Roles & Responsibilities

Streets Superintendent: Supervisor of City Forester

Habitat Stewardship Subcommittee: A subcommittee of Board of Parks Commissioners (BPC) with powers defined in City Ordinance [MGO 33.05](#) Holds Public Hearings and advises City Forester on certain requests to remove/prune/trim street trees

Board of Parks Commissioners: Hears appeals to decisions of Habitat Stewardship Subcommittee or City Forester

Street Tree & Right-of-Way

Existing Roles & Responsibilities

City Engineer / Engineering Division: Responsible for design and specifications for public works / street construction projects including considerations regarding possible tree placement

Traffic Engineer: Considerations regarding conflicts with street trees and features such as sight lines and driveways

Board of Public Works: Reviews public works plans/street plans/specifications and recommends to the City Council

Street Tree Siting Guidelines

Many factors impact street tree placement and general guidelines include:

- Trees should be six feet from driveways (Traffic Engineering).
- Trees should be at least 25 feet from a street light (Traffic Engineering).
- Trees should be at least six feet from a fire hydrant (Water Utility).
- Trees should be at least 10 feet from a traffic sign (Traffic Engineering).
- Trees should generally be at least 20 feet from a corner to protect “line of sight” (Traffic Engineering).
- Height, shape, and location of trees generally should allow the placement of aerial ladders on buildings taller than 30 feet (Fire Department).
- Trees should be at least 10 feet from utility poles, and the canopy should not be within five feet of overhead electric wires (Utility Companies).

Street Tree & Right-of-Way

Existing Roles & Responsibilities

Plan Commission Role in Street Trees & Urban Tree Canopy:

- General layout of street infrastructure through Official Map, Comprehensive Plan, & Neighborhood Plans
- Location and ROW widths as approved through Plats & CSM
- Review and advise on proposed Zoning and Subdivision Amendments
- Impacts related to private development review that impact right-of-way such as setback, building heights, etc.

Recent Changes Regarding Street Tree Review

- 2019: Zoning Code Changes to Consider Street Tree Impacts when Buildings are Proposed for Relocation [Legislative File 53809](#)
- 2021: Zoning Code Changes to Require 5' Front Setback in certain Downtown, Mixed-Use, & Employment Districts where distance to curb is less than 15' [Legislative File 64250](#)
- 2022 – Enhanced Forestry Submittal Requirements “Street Tree Report” to be filed for Land Use Applications & Building Relocations

Recent Changes Regarding Street Tree Review

Additional Information on Street Tree Report and Plan Submittal*

- Submittals Now Required for Land Use and Building Relocation Activities
- These submittals must be prepared by Registered Arborist
- Submittals are reviewed & Approved by City Forestry

*See Appendix For Additional Information

Ongoing Efforts That Impact Street Tree Review

- **Subdivision Ordinance Re-Write**: This effort is intended to codify the “Complete Green Streets” policy which impacts standards for street terrace design. Other standards being contemplated would provide the ability for the Plan Commission to preserve stands of mature trees as part of a subdivision or land division approval in certain situations.
- **Urban Design Commission Ordinance Rewrite**: The Urban Design Commission (UDC) is in a multi-year, multi-phase update of its code of ordinances. In addition to defining the UDC’s role, the code provides additional standards for private development and some ROW considerations (eg, street terrace considerations) within eight defined “Urban Design District” areas.

Conclusion

- Adopted Plans and Policies provide guidance and support for several urban canopy initiatives.
- Street trees are regulated by the City Forester and a variety of other City Boards and Officials.
- Several improvements to internal and external processes regarding street tree review have been implemented in recent years. Other efforts are ongoing.
- While not directly involved in the approval of street trees, the Plan Commission impacts street trees and the urban canopy through its role in reviewing subdivisions/CSMs, certain private developments, and changes to Zoning and Subdivision Regulations.

ADDITIONAL INFORMATION APPENDICES



Department of Public Works

Streets Division – Urban Forestry

Charlie Romines, Superintendent

1402 Wingra Creek Pkwy.

Madison, WI 53715

Phone: (608) 266-4816 | Fax: (608) 267-8696

streets@cityofmadison.com

cityofmadison.com/forestry

Street Tree Report – Land Use Application

In exercising its responsibility under the foregoing ordinances and Department Of Public Works construction specifications, the Forestry Section requires the applicant to submit a Street Tree Report from a certified arborist as part of a [Land Use Application](#) submittal. The Forestry Section will evaluate the report below for street tree protection during construction activities, proposed tree removals and deposits for developers' agreements as part of the forestry approval process. If it is necessary to remove a street tree, a separate permit from Forestry will be required. The Forestry Section must be informed of any change in this information as it could impact the Forestry Section's report and approval.

Please note on the **proposed plan** any pruning beyond what is considered to be acceptable by **ANSI A300 pruning standards** or if street tree removal may be necessary due to the impacts of construction, staging/delivery areas, or other activities.

SECTION 1 – APPLICANT AND CERTIFIED ARBORIST INFORMATION

APPLICANT

NAME _____

BUSINESS PHONE _____ CELL PHONE _____ EMAIL _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

CONSULTING CERTIFIED ARBORIST

NAME _____ CERTIFIED ARBORIST NUMBER _____

BUSINESS PHONE _____ CELL PHONE _____ EMAIL _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

WORK LOCATION:

STREET ADDRESS _____

CROSS STREETS _____

SECTION 2 – STREET TREE INVENTORY AND CONSTRUCTION IMPACT

STREET TREE NUMBER	Tree Species (Common Name)	Trunk Diameter (DBH)	Canopy Spread (Ft)	Trunk/Roots: General Structure/Health/ Condition	Removal (R) Requested by Applicant? (Yes or No) <i>*Photos required*</i>	Pruning by City Forestry requested (Yes or No). Note: Any Pruning must follow ANSI A300 Standards.	What are the impacts of proposed building? i.e., construction, staging, underground vaults, concrete pumps, scaffolding, new underground utilities, etc.	What are the earth retention impacts to the street trees?
1					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
4					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
5					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
6					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
7					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
8					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
9					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
10					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Please attach a **plan** of the proposed project site that includes street trees corresponding to the street tree listed in Section 2 of Street Tree Inventory.

Additional notes:

Describe impacts and any mitigation actions employed:

SECTION 3 – PHOTO DOCUMENTATION

Please attach photos. The group of photos must include:

- A photo to best depict the street tree relative to the proposed project.
- Date and timestamp of when photo was taken.

SIGNATURE CERTIFICATION

I hereby certify that I have presented an accurate and truthful representation of the proposed building and construction impacts to City street trees and a complete inventory of affected street trees and their condition herein, and that I will update this information and this report should any of this information change. I have worked to ensure compliance with all accepted professional standards in arboricultural practices and to ensure compliance with all applicable laws, regulations, policies and ethical standards. In the event the contractor has failed to comply with all applicable laws, regulations, policies and ethical standards; or created conditions that may present a hazard to people or property, I have immediately notified the appropriate representative of City of Madison Forestry Section at (608)266-4816.

CONSULTING ARBORIST SIGNATURE

ISA CERTIFICATION #

DEVELOPER APPLICANT SIGNATURE

DO NOT WRITE BELOW THIS LINE

CITY OF MADISON FORESTRY SECTION OFFICE USE ONLY:

CONSULTING ARBORIST REPORT

☐ APPROVED

☐ REJECTED

DATE: _____

☐ REVISED DATE _____

CITY EMPLOYEE NAME _____

TITLE _____

SIGNATURE OF CITY EMPLOYEE _____

DEPOSIT REQUIRED \$ _____

LIST OF ADDITIONAL STREET TREE INVENTORY AND CONSTRUCTION IMPACT

STREET TREE NUMBER	Tree Species (Common Name)	Trunk Diameter (DBH)	Canopy Spread (Ft)	Trunk/Roots: General Structure/Health/ Condition	Removal (R) Requested by Applicant? (Yes or No) <i>*Photos required*</i>	Pruning by City Forestry requested (Yes or No). Note: Any Pruning must follow ANSI A300 Standards.	What are the impacts of proposed building? i.e., construction, staging, underground vaults, concrete pumps, scaffolding, new underground utilities, etc.	What are the earth retention impacts to the street trees?
					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
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Consulting Arborist Report – Building Move Application

Madison General Ordinances Section 28.185(7) (a) 5 requires the Plan Commission to consider a report of the City forester regarding the impact a proposed building relocation could have on City street trees, Section 29.12(2)(a) requires that the City forester approve the route along which a building will travel, and Section 29.12(2)(f) requires that no tree or shrub be trimmed or disturbed without the approval of the city forester or property owner.

In exercising its responsibility under the foregoing ordinances, the forestry section requires the applicant to submit a street tree report from a certified arborist. The forestry section will evaluate the report below for street tree pruning and removal as part of the approval process. The forestry section will charge the applicant for street tree pruning for road clearance beyond the standard 14 feet and any street tree removal and work will be completed on overtime. If it is necessary to remove a street tree, the applicant will be responsible for the cost of street tree replacement(s) and the removal of the stump. The street tree replacement will be a minimum of 2-inches in diameter per tree. Forestry will designate tree type and planting location.

The actual size, width and height of the building during the move is critical to understanding the impacts upon public and private trees during the move. The forestry section must be informed of any change in this information as it could impact the forestry section's report and approval.

Please note that pruning beyond what is considered to be acceptable by **ANSI A300 Pruning Standards** or if street tree removal is needed, the applicant is required to be present at a public hearing of the habitat stewardship committee. The applicant shall be required to notify affected property owners of this hearing following the requirements of Madison General Ordinance 10.101. A deposit is required once the application is approved and before any work is scheduled.

A building move permit does not grant the applicant the authority to trim or remove any private tree. It is the responsibility of the applicant to make arrangements for the pruning of private trees for the building move. The applicant must get homeowner approval in writing prior to pruning or disturbing any private trees. Additionally, the applicant should have a private tree care company onsite during the building move to address any unforeseen pruning of private tree branches/limbs.

SECTION 1 – APPLICANT INFORMATION AND PROPOSED ROUTE

APPLICANT

NAME _____

BUSINESS PHONE _____ CELL PHONE _____ EMAIL _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

BUILDING MOVER COMPANY

NAME _____

BUSINESS PHONE _____ CELL PHONE _____ EMAIL _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

ARBORIST CONSULTING FIRM

NAME _____

BUSINESS PHONE _____ CELL PHONE _____ EMAIL _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

CONSULTING ARBORIST PROVIDING REVIEW _____ ISA CERTIFICATION NUMBER _____

WORK LOCATION

STREET ADDRESS _____

CROSS STREETS _____

DATE OF PROPOSED HOUSE MOVE _____

BUILDING SIZE: LENGTH _____ FEET WIDTH _____ FEET HEIGHT _____ FEET

PROPOSED ROUTE WITH STREET NAMES AND BLOCK NUMBERS LISTED:

PLEASE ATTACH A **MAP** OF PROPOSED ROUTE WITH TREES CORRESPONDING WITH LOCATION ON **MAP**.

SECTION 2 – STREET TREE INVENTORY OF PROPOSED HOUSE MOVE

TREE	Address	Species	Location Description	Trunk Diameter - (Inch) (dbh)	Canopy Spread (Ft)	Current limb height (Ft.) (Over the Road)	Total number of limbs to be pruned that hang lower than 14 feet.	Removal (R) **Photos required**	Trunk/Roots Structure/Health	Tree Canopy - Structure/Health/ Decline %	Additional Notes Attached Below? (Yes/No)
1											<input type="checkbox"/> Yes <input type="checkbox"/> No
2											<input type="checkbox"/> Yes <input type="checkbox"/> No
3											<input type="checkbox"/> Yes <input type="checkbox"/> No
4											<input type="checkbox"/> Yes <input type="checkbox"/> No
5											<input type="checkbox"/> Yes <input type="checkbox"/> No
6											<input type="checkbox"/> Yes <input type="checkbox"/> No
7											<input type="checkbox"/> Yes <input type="checkbox"/> No
8											<input type="checkbox"/> Yes <input type="checkbox"/> No
9											<input type="checkbox"/> Yes <input type="checkbox"/> No
10											<input type="checkbox"/> Yes <input type="checkbox"/> No

Additional notes:

Describe impacts and any mitigation actions employed:

Identify the addresses of privately owned trees impacted by the building move and the work to be completed by private tree care company. Please note that any oak tree pruning or removal from April 1 thru October 15 will need approval from City Forestry per Madison General Ordinance 23.40.

Address		Tree Species	Work to be Completed
1			
2			
3			
4			
5			
6			
7			
8			

SECTION 3 – PHOTO DOCUMENTATION

Please attach photos. The group of photos must include:

- A photo to best depict the street tree relative to building move impact
- Timestamp

SIGNATURE CERTIFICATION

I hereby certify that I have presented an accurate and truthful representation of the proposed building move including the height and width of the building to being moved, a proposed move route and an inventory of affected street trees and their condition herein, and that I will update this information and this report should any of this information change. I have worked to ensure compliance with all accepted professional standards in arboricultural practices and to ensure compliance with all applicable laws, regulations, policies and ethical standards. In the event the house move contractor has failed to comply with all applicable laws, regulations, policies and ethical standards; or created conditions that may present a hazard to people or property, I have immediately notified the appropriate representative of City of Madison Forestry Section.

CONSULTING ARBORIST SIGNATURE

ISA CERTIFICATION #

BUILDING MOVER REPRESENTATIVE SIGNATURE

DO NOT WRITE BELOW THIS LINE

CITY OF MADISON FORESTRY SECTION OFFICE USE ONLY:

CONSULTING ARBORIST REPORT

☐ APPROVED

☐ REJECTED

DATE: _____

☐ REVISED DATE _____

CITY EMPLOYEE NAME _____

TITLE _____

SIGNATURE OF CITY EMPLOYEE _____

DEPOSIT REQUIRED \$ _____

DEPOSIT RECEIVED _____

LIST OF ADDITIONAL STREET TREE INVENTORY OF PROPOSED HOUSE MOVE

TREE	Address	Species	Location Description	Trunk Diameter - (inch) (dbh)	Canopy Spread (Ft)	Current limb height (Ft.) (Over the Road)	Total number of limbs to be pruned that hang lower than 14 feet.	Removal (R) **Photos required**	Trunk/Roots Structure/Health	Tree Canopy - Structure/Health/ Decline %	Additional Notes Attached Below? (Yes/No)
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6											<input type="checkbox"/> Yes <input type="checkbox"/> No
7											<input type="checkbox"/> Yes <input type="checkbox"/> No
8											<input type="checkbox"/> Yes <input type="checkbox"/> No
9											<input type="checkbox"/> Yes <input type="checkbox"/> No
10											<input type="checkbox"/> Yes <input type="checkbox"/> No

TREE	Address	Species	Location Description	Trunk Diameter - (Inch) (dbh)	Canopy Spread (Ft)	Current limb height (Ft.) (Over the Road)	Total number of limbs to be pruned that hang lower than 14 feet.	Removal (R) **Photos required**	Trunk/Roots Structure/Health	Tree Canopy - Structure/Health/ Decline %	Additional Notes Attached Below? (Yes/No)
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