



City of Saint Paul

Parks and Recreation

Landmark Tree Program

The Landmark Tree Program was created by the Department of Parks and Recreation to identify remarkable trees within Saint Paul. The program aims to promote the importance of trees, foster community appreciation, and educate citizens about proper maintenance and planting practices. Inducted trees will not only serve as examples of arboricultural perfection, but will also demonstrate the long-term effect of proper tree placement and selection. The main objective of the program is for tree appreciation and acknowledging the benefits they provide. In no way does it intend to place protective restrictions on private trees. Nominations for Landmark Tree designation must be within Saint Paul or a Saint Paul park. The nominated tree must be on public property or visible from public property. All trees situated on private property will require a **Property Owner Consent Form** to be completed prior to submitting the Landmark Tree nomination form unless the applicant is the owner. For more program information go to www.stpaul.gov/forestry

Nomination Form

TREE LOCATION <i>Please include map.</i>		COMMON NAME OF TREE	
TREE CATEGORY <input type="checkbox"/> Historic <input type="checkbox"/> Specimen <input type="checkbox"/> Ornamental <input type="checkbox"/> Champion <input type="checkbox"/> Unique Species <input type="checkbox"/> Grove of Trees <input type="checkbox"/> Other <i>Pick all that apply. If other, please explain.</i>			
PHYSICAL DESCRIPTION OF TREE/GROVE <i>Please read measuring instructions on page 2:</i> Height (feet) Circumference (diameter at 4 1/2 feet) Crown spread (feet) Overall condition of tree <input type="checkbox"/> Great <input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Below Average <i>Please provide picture(s) of the tree you are nominating.</i>			
SIGNIFICANCE OF TREE/GROVE <i>Using criteria for the Landmark Tree Program (see brochure for examples) highlight and justify the specific reason(s) you think the tree is significant. Include any document like brochures newspaper clippings, or other historical documentation.</i>			
NOMINATOR		DATE SUBMITTED	
ADDRESS			
CITY	STATE	ZIP	
HOME PHONE	CELL PHONE	EMAIL	
TREE OWNER NAME <i>(if different than nominator)</i>	ADDRESS	CITY	
STATE	ZIP	HOME PHONE	

Landmark Tree Nomination

Nomination forms can be submitted to the Saint Paul Forestry office. Forms determined to be incomplete will be returned and the application can be resubmitted once additional information is provided. Forestry staff will process nominations and provide technical support to the Saint Paul Tree Advisory Panel who have offered to be judges. **Application deadline is November 1st.**

Submit Completed

City of Saint Paul, Department of Parks and Recreation
1100 North Hamline Avenue
Saint Paul, MN 55108

Attention: Landmark Tree Program

For additional information visit our website at www.stpaul.gov/forestry or contact the Forestry Office at 651-632-5129 or forestry@ci.stpaul.mn.us.



Property Owner Consent

PROPERTY OWNER NAME		
ADDRESS		
CITY	STATE	ZIP
HOME PHONE	EMAIL	

I hereby authorize the City of Saint Paul and/or their agents the right to enter onto my property to view a tree being submitted for nomination. I hereby give my consent to allow the public the opportunity to view the nominated tree on my property from the public street right-of-way if Landmark Tree status is obtained.

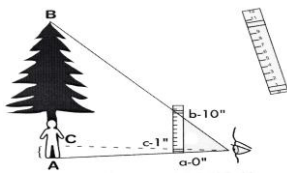
Property Owner Signature

Date

Tree Measurement Instructions

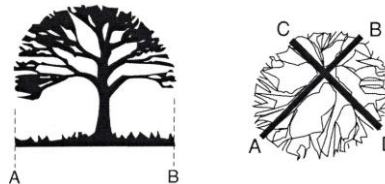
Measuring Tree Height

1. On a 12-inch ruler, mark the 1-inch and 10-inch lines with tape.
2. Work in pairs to measure height. Person A stands at the base of the tree.
3. Person B, while holding the ruler up in front of their eyes at arm length, moves back until they can see the whole tree from top to base.
4. Person B then moves the ruler until the base of the tree is exactly at 0-inches and the top of the tree is sighted exactly at 10-inches.
5. Person B sights out from the ruler's 1-inch mark to a point on the trunk above the base.
6. Person A marks this spot on the trunk with tape.
7. Measure the distance from the base of the tree to the 1-inch mark (X) on the tree.
8. Multiply by 10 to get an approximate height of the tree.



Measuring Crown Spread

1. Walk under tree and find the place the crown is furthest from the trunk (A) and mark it using a pencil or stick as a stake. Mark the spot directly opposite of that point on the crown (B).
2. Next, find the spot the crown is closest to the trunk and mark it and its counter point (C and D).
3. Measure the distances AB and CD in inches.
4. Add the two measurements together and divide by two to get the average crown width. Lastly, convert back into feet.



Measuring Tree Diameter

1. Measure the trunk of the tree at 4 1/2 feet up from ground level using a tape measure.
2. Divide your answer by 3.14, which will give you the diameter of the tree.
3. If the tree has multiple leaders, or is on a steep hill, please visit the following link for more information: http://www.dnr.state.mn.us/trees_shrubs/bigtree/hard_measure.html



For more information on how to measure trees go to: <http://files.dnr.state.mn.us/forestry/education/primer/appendixfour.pdf>

Benefits

- Certificate of Recognition
- Landmark Tree designation for the life of the tree
- Profile of tree, including photos prominently displayed on the City of Saint Paul website
- Designated tree included in a self-guided "tree tour" of Saint Paul's Landmark Trees

Check List

- Nomination form
- Site map of tree(s) location
- Pictures of the tree(s)
- Brochures, newspaper clippings, or other supportive documentation
- Historical data or other significant information related to the tree
- Property owner consent form (if applicable)