

**Seattle Urban Forestry Commission 2016 Work Plan** (Adopted 2-3-16. Updated ~~XXXXX4-19~~-16)

**2016 Priority Actions:**

1. DPD’s Tree Protection Ordinance
2. Advising on City Decisions that Impact the 30% Canopy Goal
3. Internal Engagement of City Departments on Canopy Goals
4. Improving Transparency of Process / Operations of UFC
5. Outreach and Engagement

Topic Area / Action	UFC Lead Responsible	Parties Involved	Start Date	UFC Agenda Date	Key Outcome /Deliverable
<b>I. Urban Forest Stewardship Plan</b>					
<b>1. Participate in and support work to advance plan implementation</b>					
a) Review 2016 UF IDT work plan and provide feedback to departments	Tom/Sandra	UF IDT, OSE	February	<del>March</del> August	Recommendation
b) Review 2015 UFSP Progress Report and provide feedback to IDT	Tom/Sandra	UF IDT, OSE	February	<del>March</del> August	Recommendation
c) Provide input to Canopy Cover Assessment statement of work	Tom/Sandra	UF IDT, OSE	March	Q4	Recommendation
<b>II. Tree-related City Regulations/Policies</b>					
<b>1. Advise the City on its urban forestry policies</b>					
a) Participate in City Supplemental Use Guidelines for Natural Areas/Greenbelts. SANDRA WILL UPDATE DATES BASED ON PARKS	Donna/Joanna	Parks, SDOT	<del>??</del> TBD	<del>??</del> TBD	Recommendation
b) Track SDOT’s Right of Way Improvement Manual Update	<del>Jeff</del> /Tom/ <del>Andre</del> w	SDOT, SDCI/OPCD	January	<del>TBD</del> May	Recom/Support ltr.
c) Advise on techniques to allow the ROW to accommodate larger plantable areas and expanded root zones for adequate soil volume.(Standard plans and ROWIM)	Gordon/Tom/ Richard	SDOT, SDCI/OPCD	Q1	Q2	Position Paper
d) Seattle School District. Explore ways to view trees as learning opportunity (vs. liability)	Tom/Mariska	SSD, DON, OSE, Assoc’s	<del>April</del> TBD	<del>Sept</del> TBD	Position Paper
e) Track the Cheasty Greenspace Mountain Bike Trail proposed pilot	Tom/Donna	Parks	<del>O</del> ngoing	<del>O</del> ngoing	Recommendation
f) Track SDOT’s Freight Master Plan	Leif/Sandra	SDOT	TBD	TBD	Recommendation
g) Track SDOT’s Pedestrian Master Plan	Erik/ <del>Andrew</del>	SDOT	TBD	TBD	TBD
h) Advise on Green Seattle Partnership 10-year Plan update	Leif/Joanna	GSP	<del>March</del> August ust	<del>April</del> August	Recom/Support ltr.
i) Advocate for improved organization and operation of the City’s urban forestry functions	Donna/Tom	IDT	Ongoing	Ongoing	TBD
j) Advise City on participation on King County One Million Trees Campaign	Sandra	KC, IDT	Ongoing	Ongoing	TBD

Topic Area / Action	UFC Lead Responsible	Parties Involved	Start Date	UFC Agenda Date	Key Outcome /Deliverable
<b>2. Advise SDCI on Proposed Tree Regulations</b>					
a) Develop UFC principles and priorities for future, revised tree ordinance	Steve/Tom	SDCI/OPCD	Ongoing	<del>O</del> ngoing	Position Paper
b) Discuss with Council representative encouraging allocation of staff time and start of a new private parcel tree ordinance	Leif/ <del>Andrew</del>	SDCI/OPCD	<del>January</del> Ongoing	<del>January</del> Ongoing	Recommendation
c) Develop recommendations for revising Director's rules (including 20-2005, 11-2007, 16-2008 and other as applicable) to clarify the interpretation of the existing tree protection ordinance (Driven by SDCI's ordinance timeline)	<del>Jeff</del> /Tom/ <del>Andre</del> w	UF IDT, SDCI/OPCD, OSE	<del>February</del> Ongoing	<del>April</del> Ongoing	Recommendation
d) Formalize recommendations for code enforcement of existing SDCI tree ordinance	<del>Gordon</del> <del>Weston</del> /Steve	SDCI/OPCD	<del>February</del> Ongoing	<del>April</del> Ongoing	Recommendation
<b>III. Outreach and Engagement</b>					
<b>1. City Council and Mayor's Office interaction</b>					
a) Hold quarterly meetings with Council and Mayor's Office	Tom/Sandra	CC, OSE	<del>Q2</del>	Quarterly	Build relationships
b) Present 2015 Annual Report and 2016 work plan to Council and Mayor	Tom/Sandra Others	CC, OSE	Ongoing	Ongoing	Speaking points
c) Plan urban forestry outreach and engagement events such as Arbor Day, Green Seattle Day, reLeaf events, SDOT tree-sidewalk conflicts public engagement, Seattle School District (SSD), Summer Streets, etc.	Tom/Sandra	CC, OSE	Q1	February	Presentation, Activity, Participation
<b>2. Conduct Internal Engagement</b>					
a) Develop annual calendar for invited speakers, guests, topics, and tours (particularly invite industrial groups, SSD, WSDOT to visit with UFC)	Tom/All	UF IDT	January	Ongoing	Discussion
b) Introduce the UFC at commission meetings (Planning, Design, Pedestrian, Bike, Parks, MPD Oversight Committee); Neighborhood Council meetings; and public meetings	Tom/Sandra/UFC	OSE	Ongoing	Ongoing	UFC promotion
c) Meet with SDCI's Design Review Board lead to discuss improvement on neighborhood DRB's review of retained trees and viable new tree space allocation	<del>Jeff</del> /Steve/Erik	SDCI	<del>March</del> TBD	<del>May</del> TBD	Recom ltr
d) Review outreach efforts and create strategy to explore tree planting in industrial areas	Steve/ <del>Gordon</del> <del>We</del> ston	OSE	May	July	Recom ltr
<b>3. Align Urban Forest IDT and Urban Forestry Commission's work plan</b>					
a) Hold annual joint UFC/UF IDT meeting	Tom/Sandra	OSE	Q2	Q2	Workshop
b) Attend an IDT meeting	Tom/ <del>Andrew</del>	OSE	Q2	Q2	
<b>4. Race and Social Justice Initiative</b>					
a) Continue exploring ways to incorporate RSJI principles into UFC work	UFC	OSE	January	Ongoing	Outreach

5. <b>Seattle Audubon Tree Map</b>	Joanna/ <del>Sandra</del> <u>Andrew</u>	OSE	<del>TBD</del> <u>Ongoing</u>	<del>TBD</del> <u>Ongoing</u>	TBD
Topic Area / Action	UFC Lead Responsible	Parties Involved	Start Date	UFC Agenda Date	Key Outcome /Deliverable
<b>IV. Funding for Urban Forestry</b>					
1. All departments to present their UF budgets to the UFC	Tom/Donna	OSE	Ongoing	Ongoing	TBD
2. Green Seattle Partnership ongoing briefings on use of funds	<del>Gordon</del> <u>Weston</u> /Tom	OSE	TBD	TBD	TBD
3. Carbon Economy (State, County, City levels)	<del>Gordon</del> <u>Weston</u> /Richard	OSE	TBD	TBD	TBD
<b>V. Internal Operations</b>					
1. Issue 2016 Annual Report	Tom/Sandra	OSE	Dec/Jan	Nov/Dec	Annual report
2. Review 2016 and create 2017 work plan	Tom /Sandra	OSE	Dec/Jan	Nov/Dec	Annual work plan
3. Hold Chair and Vice-chair elections	Tom /Sandra	OSE	Dec	Nov/Dec	New leadership