

Seattle Urban Forestry Commission 2016 Work Plan (Adopted 2-3-16. Updated 8-10-16)

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
I. Urban Forest Stewardship Plan					
1. Participate in and support work to advance plan implementation					
a) Review 2016 UF IDT work plan and provide feedback to departments	Tom/Sandra	UF IDT, OSE	February	August	Recommendation
b) Review 2015 UFSP Progress Report and provide feedback to IDT	Tom/Sandra	UF IDT, OSE	February	August	Recommendation
c) Provide input to Canopy Cover Assessment statement of work	Tom/Sandra	UF IDT, OSE	March	Q4	Recommendation
II. Tree-related City Regulations/Policies					
1. Advise the City on its urban forestry policies					
a) Participate in City Supplemental Use Guidelines for Natural Areas/Greenbelts. SANDRA WILL UPDATE DATES BASED ON PARKS	Donna/Joanna	Parks, SDOT	TBD	TBD	Recommendation
b) Track SDOT's Right of Way Improvement Manual Update	Tom/Andrew	SDOT, SDCI/OPCD	January	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)	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	TBD	TBD	Position Paper
e) Track the Cheasty Greenspace Mountain Bike Trail proposed pilot	Tom/Donna	Parks	Ongoing	Ongoing	Recommendation
f) Track SDOT's Freight Master Plan	Leif/Sandra	SDOT	TBD	TBD	Recommendation
g) Track SDOT's Pedestrian Master Plan	Erik/Andrew	SDOT	TBD	TBD	TBD
h) Advise on Green Seattle Partnership 10-year Plan update	Leif/Joanna	GSP	August	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
2. Advise SDCI on Proposed Tree Regulations					
a) Develop UFC principles and priorities for future, revised tree ordinance	Steve/Tom	SDCI/OPCD	October	November	Position Paper
b) Discuss with Council representative encouraging allocation of staff time and start of a new private parcel tree ordinance	Leif/Andrew	SDCI/OPCD	Ongoing	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)	Tom/Andrew	UF IDT, SDCI/OPCD, OSE	Ongoing	Ongoing	Recommendation
d) Formalize recommendations for code enforcement of existing SDCI tree ordinance	Weston/Steve	SDCI/OPCD	Ongoing	Ongoing	Recommendation
e) Backyard cottage/DADU	Erik	SDCI	August	September	Recommendation
III. Outreach and Engagement					
1. City Council and Mayor's Office interaction					
a) Hold quarterly meetings with Council and Mayor's Office	Tom/Sandra	CC, OSE	Q2	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
2. Conduct Internal Engagement					
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	Steve/Erik	SDCI	TBD	TBD	Recommendation
d) Review outreach efforts and create strategy to explore tree planting in industrial areas	Steve/Weston	OSE	May	July	Recommendation
3. Align Urban Forest IDT and Urban Forestry Commission's work plan					
a) Hold annual joint UFC/UF IDT meeting	Tom/Sandra	OSE	Q2	Q2	Workshop
b) Attend an IDT meeting	Tom/Andrew	OSE	Q2	Q2	
4. Race and Social Justice Initiative					
a) Continue exploring ways to incorporate RSJI principles into UFC work	UFC	OSE	January	Ongoing	Outreach

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5. Seattle Audubon Tree Map	Joanna/Andrew	OSE	Ongoing	Ongoing	Ongoing support
IV. Funding for Urban Forestry					
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	Weston/Tom	OSE	TBD	TBD	TBD
3. Carbon Economy (State, County, City levels)	Weston/Richard	OSE	TBD	TBD	TBD
V. Internal Operations					
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