

This checklist and following information is provided in order to ensure an efficient development plan review approval by Office of the City Forester. The below information shall be required on all development plans, omission of any of the below information may result in denial of your plans and/or delay of the permit process.

- Approval of landscape plan is not a substitute for the required tree planting or removal permits. Public right of way tree planting and removal permits are required per City Ordinance, Section 57-20. Permits are valid for 30 days. Call or email the Office of the City Forester to request a planting permit prior to planting, refer to project number and address
- The Office of the City Forester may require the creation of suitable planting sites within the Public Right of Way and the planting of new street trees through the development process.
- Existing Trees:
 - i) Tree evaluations shall be performed on all existing trees to assess health and construction impacts
 - ii) Appraisals using the current edition of the ISA Rocky Mountain Chapter Species Rating and Appraisal Factors Guide shall be applicable when:
 - (1) Existing trees to be retained are damaged
 - (2) Existing Trees must be removed due to construction impacts
 - (3) Existing trees are proposed to be removed
 - iii) Proposed trees to be planted in the right of way may be credited toward the appraisal mitigation fee. If a balance remains after crediting proposed right of way trees, developer will be responsible for paying remaining appraisal mitigation fee
 - iv) Receipt of payment is required prior to approval of final site plan
 - v) All trees proposed to be removed must have prior written authorization from the Office of the City Forester; a removal permit is required.
 - vi) Trees mandated or proposed to be retained:
 - (1) Include most current tree protection detail on plan
 - (2) Tree protection details available on webpage at denvergov.org/forestry
 - (3) Show icon for boundary of tree protection zone on plan
 - vii) Contact the Office of the City Forester for a pre-submittal consultation or evaluation
- Soil analysis, bulk density testing and remediation required when removing hardscape to plant trees; including but not limited to concrete, asphalt, pavers, brick
 - i) Deep soil analysis to 24" depth required from credited, local soil analysis laboratory with experience in local urban soils
 - (1) Analysis must determine soil texture and type, pH balance, soil salinity, organic matter (OM) percentage, and plant available nutrients

- ii) Soil Remediation required based on soil analysis



Meet diversity requirements:

- i) Diversity schedule

Number of Trees	Diversity Percentage
≤ 4	100% genus
5 to 8	50% genus
9 to 15	33% genus
16 to 50	20% species, 30% genus, 40 % family
≥51	10% species, 20% genus, 30% family

- ii) No more than 2 consecutive same species may be planted in a continuous row, including around corners and in groupings
- iii) Honeylocust, as an over-planted species, can represent no more than ten percent (10%) of any proposal
- iv) GDP Plans: Include a genus distribution map
 - (1) Submit aerial view of complete area with icons showing location of trees; depict each genus with unique identifiers (i.e. symbols, icons, colors)
 - (2) Include complete plant schedule containing:
 - (a) Botanical name
 - (b) Common name
 - (c) Caliper (min. 2" caliper on all proposed public right-of-way trees, single stem required)
 - (d) Quantity based on location; separate quantity columns for public right-of-way vs. private property
 - (e) Must match plan layout in name and quantity



Proposed street trees in the public right-of-way:

- i) [Denver's currently approved street tree list](#): The approved street tree list shall be updated periodically to reflect changes in the environment, technology, and availability of tree species. Check the website for the most current approved street tree list
- ii) If you do not see a particular tree on the list please contact the Office of the City Forester for approval
- iii) Use ornamentals only when there are overhead utilities or planting space restrictions
- iv) All proposed ROW trees shall be single-stem, minimum 2" to maximum 3" caliper
- v) Check if project is in a [Design Standard & Guidelines Area](#) or a Master Street Tree Plan/List applies to that location as there may be special requirements

Updated 06/17/16

- vi) At any time during project duration, any tree species substitutions must be approved prior to installation by the Office of the City Forester. An updated landscape plan must be submitted to the Office of the City Forester and Development Services showing approved substitutions



Include a complete plant schedule containing:

- i) Botanical name
- ii) Common name
- iii) Caliper (min. 2" caliper on all proposed public right-of-way trees)
- iv) Quantity based on location; separate quantity columns for public right-of-way vs. private property
- v) Plant schedule must match plan layout in name and quantity



Tree spacing:

- i) 35' between large shade trees
- ii) 25' between ornamentals
- iii) 25' between ornamentals and shade trees
- iv) In hardscape areas, the spacing above is reduced to 30', 20', 20', respectively
- v) 30' from outside edge of intersecting curbs for sight triangle
- vi) 25' from street lights
- vii) 20' from stop signs
- viii) 10' from alleys, driveways, and fire hydrants
- ix) 7' behind attached walks
- x) 5' from water meters/pits
- xi) Center within tree lawns/planters
- xii) Variances or exceptions to the above: please call Office of the City Forester



Show layout and label tree icons on plan for:

- i) Existing trees: species, DBH (trunk diameter at 4.5' above ground), retain or remove
- ii) Tree species
- iii) Must match plant schedule in name and quantity
- iv) Include graphic scale on all landscape plan/sheets



Include most current tree planting detail on plan:

- i) Tree planting; show Office of the City Forester's planting detail on plan
 - (1) Include in general notes: "All plant material shall meet or exceed current American Standard for Nursery Stock ANSI Z60.1 and the Colorado Nursery Act and accompanying Rules and Regulations."
 - (2) In new or reconstructed hardscape areas, tree pits with grates including but not limited to 5'x5' and 8'x8' are no longer permitted as they do not provide adequate soil volume for long term tree viability. Utilize open planters, trenches,

root paths, break out zones, structural cells, or other uncompacted soil volume techniques to provide maximum soil volume.

(a) Include soil volume infrastructure planting design details

- ii) Typical tree planter details (dated April 2015) available from Denver Public Works.
- iii) Tree planting detail available on webpage at denvergov.org/forestry



Include appropriate irrigation note in general notes on landscape plan:

- i) Trees to be watered on separate irrigation zone from turf
- ii) Include how existing/protected trees are to be watered throughout duration of the project; included water schedule, amounts, how applied, who is responsible for applying water



Other information: any other information relevant to public right-of-way trees should be listed in the general notes on the landscape page

- i) Shoring; any proposed shoring installed in the PRW must be noted out in the landscape notes. Show limit of excavation on landscape plan
- ii) Any relocation of trees of greater than or equal to 5' due to utility or other conflicts must be approved by the Office of the City Forester prior to planting
- iii) Any work proposed to be done within Tree Protection Zone or within the Critical Root Zone must be noted and detailed on plan. Refer to Denver's Tree Retention and Protection Specifications

*Due to an ever changing environment, advancements in science and technology, and the increasing variety and availability of tree species, this is a living document and is subject to change at any time. Please consult the most current version of this document on our website prior to submitting any landscape plan for Forestry review at denvergov.org/forestry: Land Developer Resources. Thank you.