



CITY OF ALEXANDRIA NOTABLE TREE NOMINATION FORM

(Program details on back of page)

Nominator: _____
Name Phone E-mail

*Tree Owner: _____
Name Phone E-mail

* Has the owner been notified of the nomination? yes ____ no ____

Type of Tree/Shrub: _____
common name or genus/species

Where is tree located? _____
address including zip code

Where on the property is the tree located? _____

Basis for nomination (check all that apply): large size ____
historical ____
ecologically significant ____

If nomination is historical - please provide any information to substantiate a known historical connection or actual age:

If nomination is based on size: What is the Circumference of the tree/shrub at 4.5 high? ____ (if known)

Is a photo attached to the nomination? yes ____ no ____

Mail to: Notable Tree Program, Natural Resources Division, 2900-A Business Center Drive, Alexandria, Va. 22314 (include photo if available), or

E-mail to: John.Noelle@alexandriava.gov (scan form and attach photo).

Upon receipt of nomination, staff will perform a site visit to verify the location and identification of the specimen. Staff will measure the tree or shrub if required. The nominator and owner (if known) will be contacted within 10 days after receipt.

City of Alexandria Notable Tree Program

The City of Alexandria Notable Tree Program is designed to honor noteworthy trees and shrubs growing within city limits. Use the nomination form on the reverse side to nominate any tree or shrub that you feel is exceptionally large for its species, of exceptional old age, has a known historical connection or represents a locally-rare native species. With a program focus on "natural resources", only species of trees or shrubs native to the City of Alexandria will be accepted, with the following exception: if nominated under the category of "size", non-native species will be accepted if they qualify to be listed on the Virginia Big Tree Program register, i.e. one of the five largest of that species in Virginia. Natural Resource Division staff will make that determination. There is no deadline for the receipt of nominations. Each will be processed as received.

What happens if my nomination is accepted? If staff determine that your nomination is noteworthy for inclusion in the program, the information and photo will be listed on the City of Alexandria [Notable Tree Registry](#), which is freely available for public review on the City of Alexandria web site. You are encouraged to check the web site periodically to view newly added specimens.

Do I get anything if my tree is accepted? Nomination is voluntary, and acceptance represents an honor and an opportunity to share your wonderful tree or shrub with other residents of the City. Winners will receive a certificate from the City of Alexandria to memorialize your special tree or shrub.

Do I lose any rights to my tree or property if accepted? No. Trees on private property are not strictly protected by state or local law. It is your tree, and you are free to have it removed at any time, for any reason, without City permission. However, it is our hope that you will care for your special tree for many years so others in the community may enjoy it as well as you do.

Any questions? Feel free to email any questions you have to the email address at the bottom of the nomination page.

STAFF USE ONLY

Date received: _____

Verified by: _____

Site Visit date: _____

Measurements (if scored): CBH _____ Height _____ Crown Spread ____ x ____ Score: _____

Award Recommended? yes ____ no ____ Category? size ____ historical ____ ecological significance ____

If no award, explain: _____

Date Nominator/owner notified? _____

Staff comments: _____