



Street Use and Urban Forestry Division

Council Transportation Committee
Tuesday, September 13, 2011



Presentation Overview

- Division Mission and Organization
- By Section:
 - Core Business
 - Business Lines and Performance Measures
 - Tracking Performance Over Time
 - Financial Performance
 - Process Improvements
 - Challenges
- Implementing Complete Streets



Transportation Strategic Plan Direction

- Make the Best Use of the Right-of-Way for Moving People and Goods
- Increase Safety for All Modes and Users
- Improve the Environment



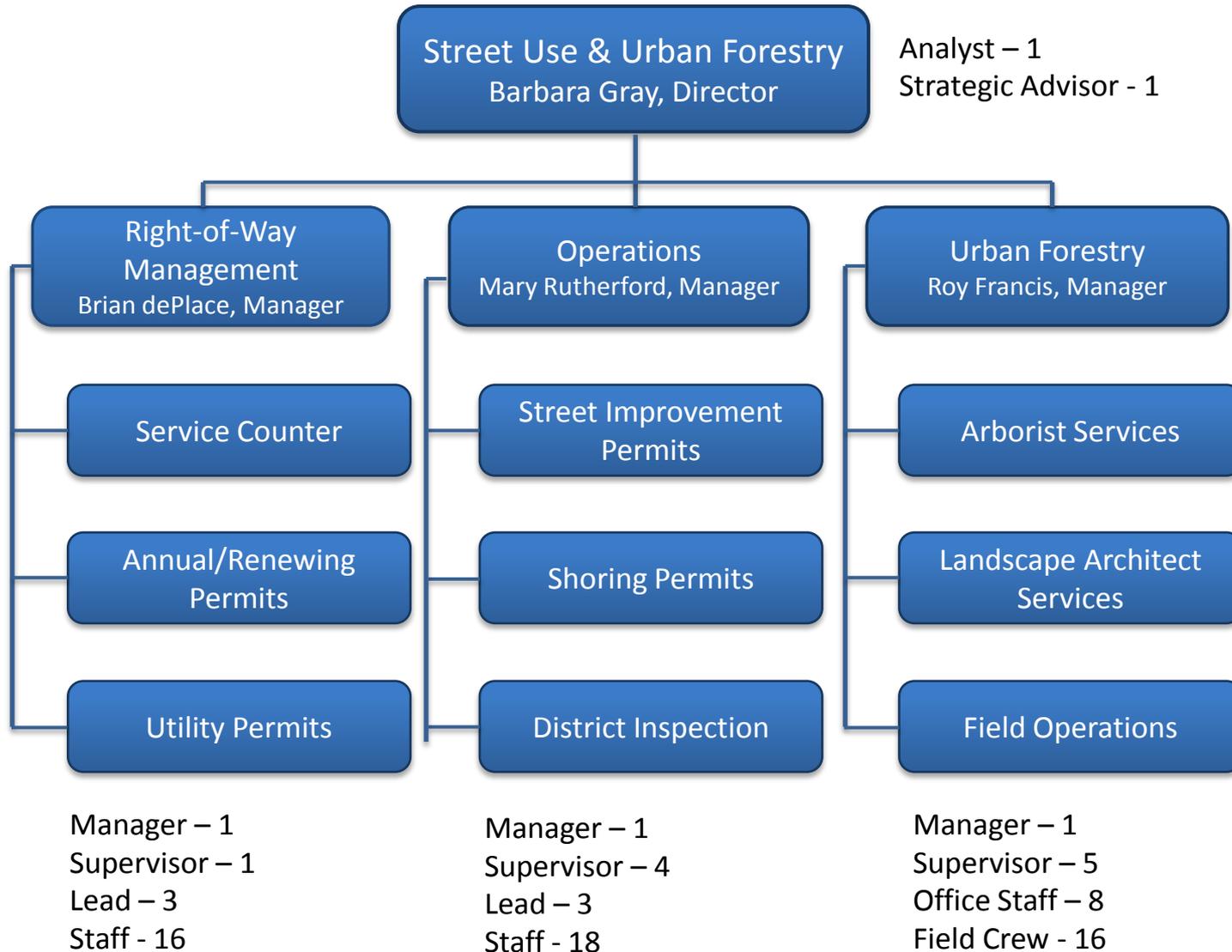
Division Mission

A photograph of a city street scene. In the foreground, a wide sidewalk with a metal railing runs along a tree-lined street. A large tree trunk is on the left. The street has cars and a bus. In the background, there are multi-story buildings, including one with a sign that says 'THE CAFE'. The sky is bright and clear.

The Street Use and Urban Forestry Division manages the City's rights-of-way, operating under the authority of Seattle Municipal Code, Title 15. This is done through the review, permit issuance, inspection and enforcement of non-traffic-related activities in the public right-of-way.



Organizational Chart





Customers



- Private Contractors
- Seattle Residents and Business Owners
- Partner Agencies (KC/Metro, Port of Seattle)
- Public and Private Utilities
- Other City Departments
- Urban Forestry Commission



Street Use

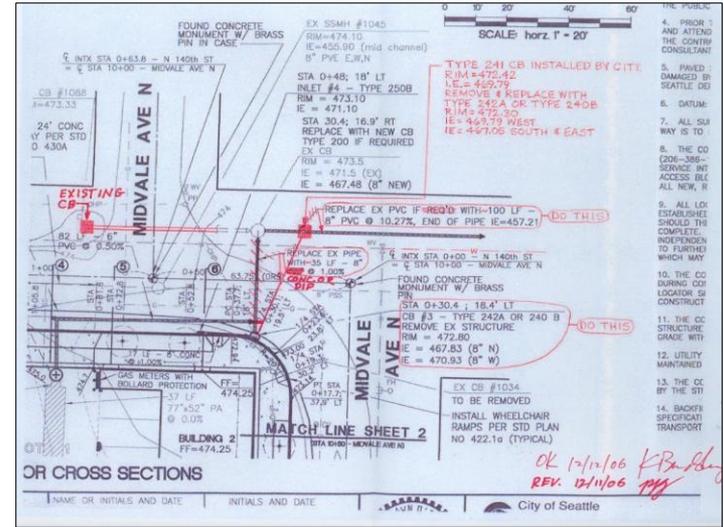




Core Business

- Manage activity in the right-of-way through review, issuance and inspection of approximately 17,500 permits per year
- Review, permit and inspect right-of-way improvements built by private contractors to ensure that they comply with applicable codes and standards
- Regulate and enforce uses of the right-of-way
- Revise and manage Seattle Municipal Code Title 15 requirements

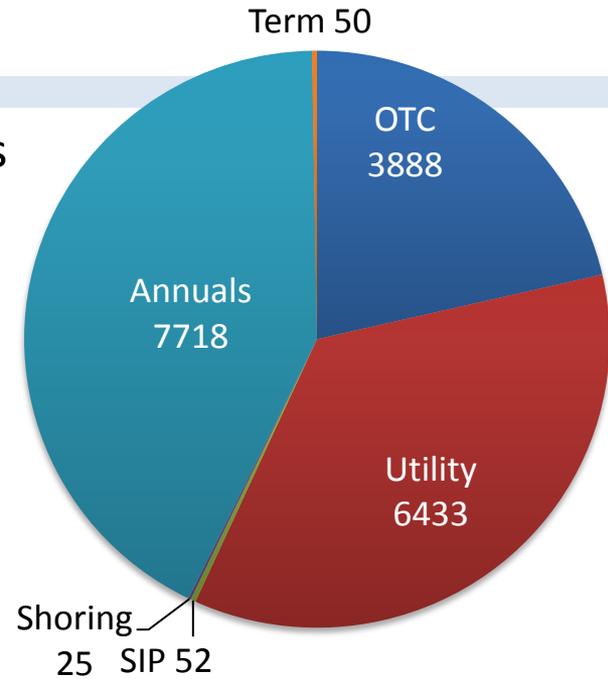
**Self-supported cost center
(no General Fund)**



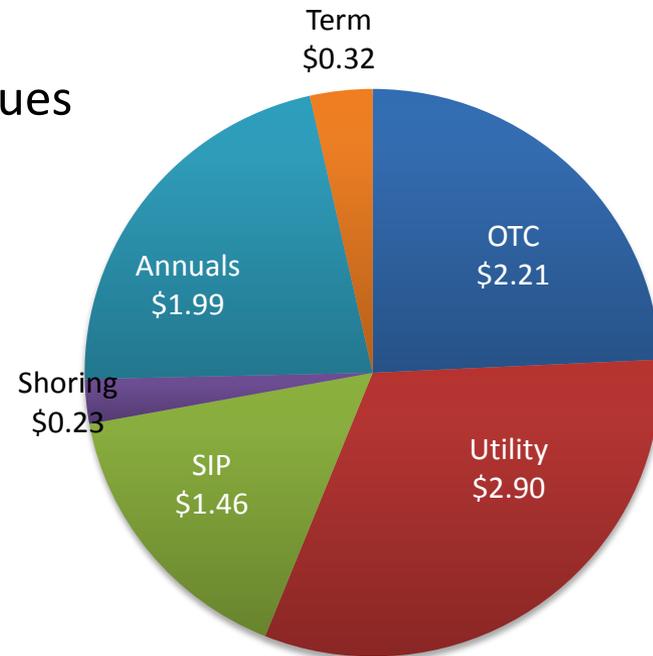


Permitting

Permit Volumes



Permit Revenues
\$ millions



- Over the counter (OTC) Construction and Use Permits
- Utility Permits
- Street Improvement Permits (SIP)
- Shoring Permits
- Annual/Renewable Permits
- Term Permits
- Shoreline Street Ends



OTC Construction & Use Permits



Performance Measures

Total permits	3,813
Use fees	\$ 2,215M
Counter wait time	9.7 min
TCP volume	2,097
TCP turnaround	6.3 day
Online response	96%
(2 business days)	



Right-of-Way Management

Find Address or Landmark Go Clear Select neighborhood Full Extent Prev Extent Street Map Aerial View Toggle Base Street View Identify

Find Permit Measure Line Measure Area Export / Print Legend

Right of Way Management

- Permit Conditioning
- PACT
- Rolling 30
- Rolling 30 Layers
 - SU Permit Closed or Blocked
 - SU Permit Time Restrictions

Identify Results

- AM Peak OK
- SU Permit All Mobility Impacts
 - 79857
 - 79857
 - 161081**
- Pavement Moratoriums
- Right of Way Area

Use Space	A
Use Code	51H
Use Description	51H-ELEC & TELCOM-MAINT & SERV CON
Use Start Date	9/5/2011
Use Expire Date	10/4/2011
Use Square Feet	200
Mobility Impact	1-Possible Pavement Cut
Permit AP Type	ST OTC
Permit Category	UTIL
Permit #	161081
Permit Address	116 STEWART ST
Permit Status	Applied

Print Selected Print All

Street View



Utility Permits

- Approve utility work in ROW including plans, schedule and traffic control
- Approve restoration plans for sidewalks, curb, ADA ramps, pavement
- Review location of utilities for potential conflicts
- Coordinate planned CIP projects with other agencies
 - minimizes disturbance to pavement
 - minimizes disruption to public



Performance Measures

Total permits	6,433
Use fees	\$ 1,500,000
Issuance fees	\$ 650,000



Street Improvement Permits



Before

- Improvements required for private property development per the Land Use Code
- Interdepartmental preliminary assessment (DPD, SDOT, SPU, SCL, Parks)
- Review, permitting, inspection managed by Street Use
- Improvement projects coordinated with Capital Improvement Projects



After

Performance Measures

Billability of reviewers	28 %
Billability of inspectors	56 %
Days in design guidance	12.6
Formal review on-time rate	88 %



Shoring Permits



Shoring Wall, West Seattle

- Permit issued by DPD
- Street Use reviews and inspects shoring supporting the right-of-way

Performance Measures

Billability review	38 %
Billability inspection	
Formal review on time	100 %



Shoring Review Prevents...



City Hall location, 1961--Fifth Avenue is closed until further notice



Annual/Renewable Permits



Street Food Vending



Awnings and Canopies



Sidewalk Cafes

Performance Measures

Permit volume	7,115
Occupation fees	\$ 1,215,000
Enforcement-based revenue	\$ 245,000



Shoreline Street Ends

- Fee increase adopted May 2011 (four-year phase in, includes Maritime Discount)
- Since the update, two requests to close a permit or reduce “footprint”





Term Permits

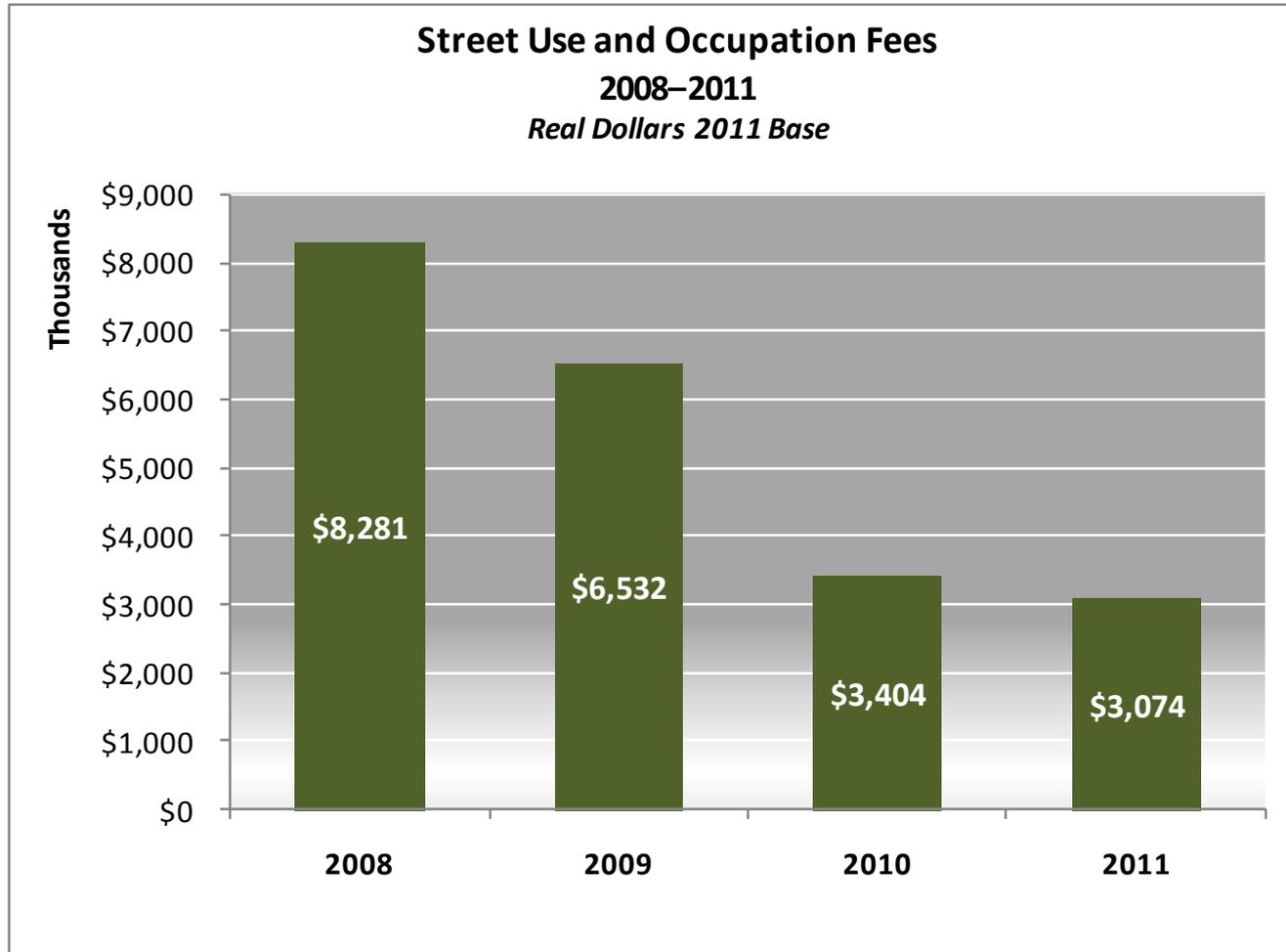
- Interpret policy and apply to permit conditions - typically 10 – 30 years
- Generally involves structures that are quasi-permanent (e.g., tunnels, skybridges)
- Requires Design Commission review and Council action





Tracking Performance Over Time

Example: Use and Occupation Fees





2011 Financial Performance--YTD

- Achieving full cost recovery for permit issuance fees and use and occupation fees
- Under-recovering for review and inspection fees
- Goal of sustaining a 15-25% fund balance to cover outstanding receivables

Performance Measure	Plan (\$ 000)	Actual (\$ 000)
Beginning Fund Balance	1,600	2,376
Expenses	4,916	4,627
Revenue	5,105	5,328
Net Performance	189	701



Recent Process Improvements

Street Improvement Permit Redesign

- 2-year project completed in July 2010
- Goals – transparency, predictability, cost effective





Performance Improvements—2011-12

Project	Completion Date	Status
Street vending legislation and permitting	August 2011	Completed
Underground storage tank Director's Rule	December 2011	On schedule
Process improvements to DPD/SDOT MUP coordination	December 2011	On schedule*
Develop plan to prioritize funding for maintenance and improvement of Street Ends	January 2012	On schedule
Guaranteed Deposit Voucher (GDV) system improvements Resource Management and Street Use	March 2012	On schedule
Material storage permit improvements for stormwater control compliance	March 2013	On schedule
Accounts Receivable and Lost Revenue performance improvements	Unspecified	N/A

* Schedule may be delayed to include SPU process changes



Urban Forestry





Core Business

- Regulate tree planting, pruning and removal in public rights-of-way
- Maintain 37,000 SDOT owned trees
- Maintain 123 acres of landscapes and irrigation systems
- Manage Bridging the Gap funded tree planting & establishment (3 years)
- Provide landscape architectural design services for capital projects
- Review landscape design plans for private development projects
- Conduct inspections during landscape construction





Arborist Services

- Urban Forest Management Plan
- Planting, Pruning & Removal Permits
- Utility & Hazard Tree Inspections
- Administer Citywide 684-TREE Line
- Maintain Master Street Tree List
- Coordinate Volunteer Efforts



Performance Measures

Trees Planted (BTG)	800
Customer Response to 684-TREE line	48 hour response



Landscape Architectural Services

- Landscape Architectural Design and Plan Review
- Tree Protection Inspections
- Landscape Construction Inspections for SDOT Capital Projects



Performance Measures

SIP Review Times	2 weeks turnaround
CIP Project Review	3 weeks turnaround



Field Operations

- Installation & Maintenance of Trees, Landscapes and Irrigation Systems
- Three-Year Establishment of BTG & CIP funded Trees and Landscapes
- Storm and Emergency Hazard Response

Performance Measures

Trees Pruned	3,000
Landscape Maintenance	840 events*
Tree pits restored	50
Irrigation Systems Maintenance	Backflow Testing of active systems

* *Landscape maintenance events targeted at 79 of 215 complexes*





Prioritization of Customer Requests

SDOT Urban Forestry prioritizes customer requests for pruning and removal **in the right-of-way** based on the following priorities:

Priority 1

A tree or landscape presents an imminent hazard to public safety

Priority 2

Tree trunk or limbs or landscape block visibility to a traffic control device

Priority 3

Time-sensitive development projects that require alteration of the existing tree canopy or SDOT Street paving projects that require the normal 14' of clearances

Priority 4

- An SDOT maintained tree that impacts the clear zone (less than 14' feet above the street or 8' above the sidewalk) or is damaging public property
- Tree growth that blocks visibility of reasonably placed business signage
- All other requests for pruning by the public



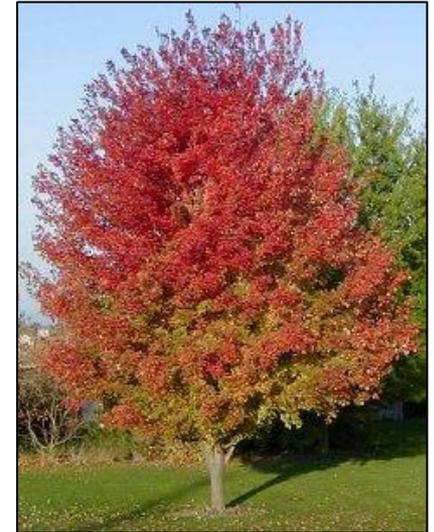
Urban Forestry Budget--2011

Function	Bridging the Gap (\$ 000)	General Fund (\$ 000)
Arborists Office	\$313	\$311
Landscape Architecture	N/A	\$63
Field Operations	\$822	\$2,038
Mgmt/admin		\$248
Total BTG/GF Budget	\$1,135	\$2,660



Asset Management--Trees

- Completed inventory of SDOT owned trees and established level of service (LOS) measures
- Increased tree inventory has helped move us towards canopy coverage goals, but has also reduced LOS



	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Projected
SDOT Tree Inventory	35,046	37,596	39,898	42,371	43,700
SDOT Trees Planted	1,392	1,158	1,144	1,329	1,256
Total New SDOT-Owned Trees	36,438	38,754	41,042	43,700	44,956
Tree Maintenance LOS (Pruning Cycle in years)	24.3	12.9	13.7	14.6	15.0



Asset Management--Landscapes

- Completed inventory of SDOT owns landscapes and irrigation systems and established LOS (good/poor condition)
- Urban Forestry field crews are not able to focus maintenance efforts on all SDOT owned landscapes due to staffing levels and increasing inventory



Good Condition



Poor Condition



Challenges

- Trees and sidewalk conflicts
- Lack of maintenance for privately owned right-of-way trees
- Illegal tree cutting/removal
- Weak regulations
- Meeting long term Urban Forestry Management Plan goals





Performance Improvements—2011-12

Project	Completion Date
Line clearance qualification for tree crews	4Q 2011
Urban Forestry Commission Workshop	4Q 2011
Update Street Tree Ordinance (Title 15 Amendments)	2Q 2012
Expand prioritization criteria	3Q 2012



Implementing Complete Streets

Manage the ROW for access by all modes:

- Remove encroachments
- Provide construction zone access
- Public space activation—street food vending

The Street Improvement Plan Review process:

- Reviews street improvement proposals to ensure they support all modes of travel
- Addresses Street Design Concept Plans and Green Stormwater Infrastructure proposals in the ROW

The Urban Forestry division:

- Identifies opportunities to add canopy coverage, protect the health of existing trees and add landscaping within capital projects



Before



After