

**FAIRFAX COUNTY  
DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL SERVICES**

FAIRFAX COUNTY BIG TREE REGISTRY  
BIG TREE NOMINATION FORM

A. NOMINATOR

1. Name \_\_\_\_\_ Date \_\_\_\_\_
2. Address \_\_\_\_\_ Phone# \_\_\_\_\_

B. TREE INFORMATION

1. Common Name \_\_\_\_\_
2. Scientific Name \_\_\_\_\_
3. Circumference of tree trunk in feet and inches. Measure at 4.5 feet from the ground. (Note : Metric conversions can be left blank; conversions will be made by staff.)  
  
Circumference \_\_\_\_\_ feet/inches \_\_\_\_\_ m
4. Vertical height of tree measured to the nearest foot. See attachment for measuring instructions.  
  
Height \_\_\_\_\_ feet \_\_\_\_\_ m
5. Average tree canopy spread measured to the nearest foot. See attachment for measuring instructions  
  
Spread \_\_\_\_\_ feet \_\_\_\_\_ m
6. Age of tree if known. \_\_\_\_\_ years

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MAIL TO: Fairfax County Department of Public Works and Environmental Services, Urban Forestry Division, 12055 Government Center Parkway, Suite 518, Fairfax, VA 22035-5503

## LOCATION

1. Who owns the land on which the tree is located?

Name \_\_\_\_\_

Address \_\_\_\_\_

2. Any particular significance?

a. Historical \_\_\_\_\_

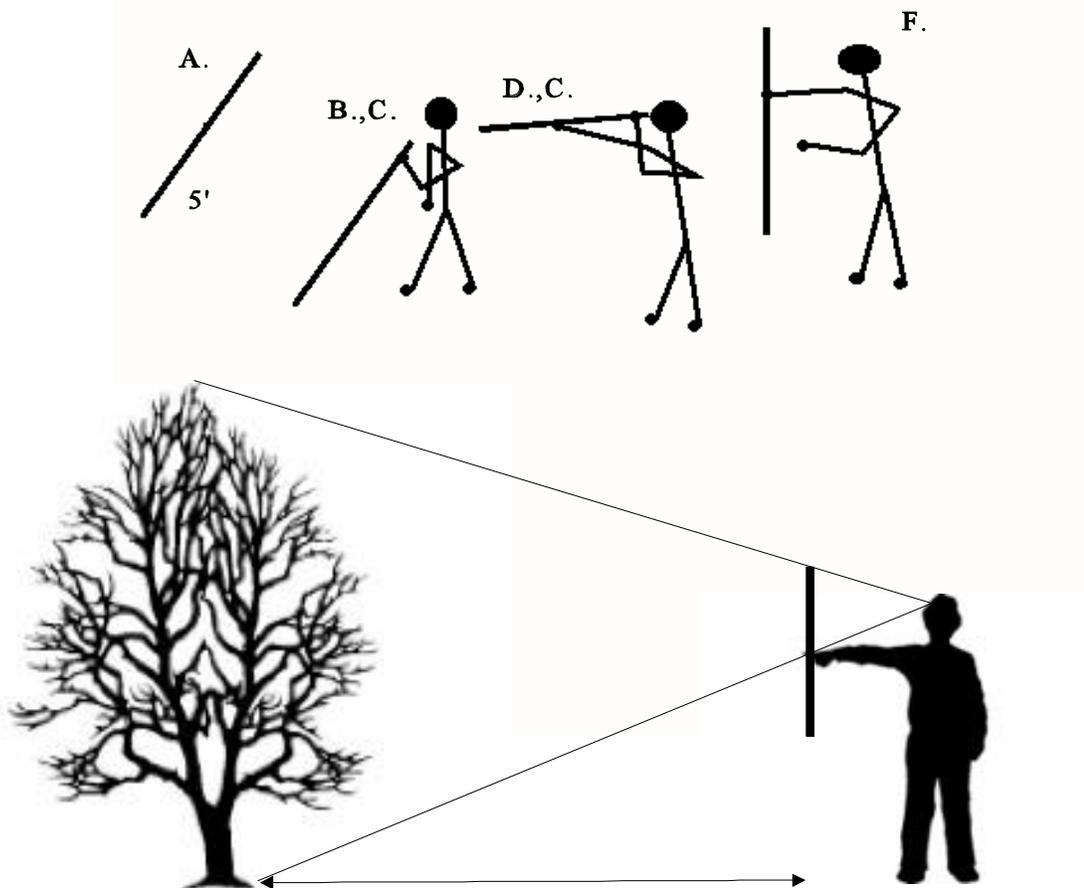
b. Reference point \_\_\_\_\_

c. Other \_\_\_\_\_

Draw map of tree location below. Show street names and any other information that may be useful in locating the tree.

## How to measure a tree's height

1. Make a measuring tool
  - a. Find a long straight stick.
  - b. Grasp stick at top with left hand.
  - c. Place left hand against forehead.
  - d. With right arm straight, grasp stick.
  - e. Raise stick parallel to ground.
  - f. Release stick with left hand, so it swings upright.
  
2. Measure the tree
  - a. Walk up and back until you see the tree behind stick.
  - b. Line up base of tree with right thumb.
  - c. Line up top of tree with top of stick.
  - d. Lower stick to ground, keeping it straight.
  - e. Measure the distance from the stick to the base of the tree. That distance will equal the tree's height.



## How to measure a tree's spread

1.
  - a. Place two stakes at the tree's largest crown spread.
  - b. Place two stakes at the tree's smallest crown spread.
2.
  - a. Measure the distance between each stake.
  - b. Then average the distance between the smallest crown spread and the largest.

