

**CITY OF DELAWARE
SHADE TREE COMMISSION
CITY COUNCIL CHAMBERS
1 SOUTH SANDUSKY STREET
7:00 P.M.**

AGENDA

JANUARY 27, 2015

1. ROLL CALL
2. APPROVAL of the Motion Summary for the meeting held November 25, 2014 as recorded and transcribed.
3. PUBLIC COMMENTS
4. DISCUSSION of Arbor Day Activities
5. DISCUSSION of Annual Shade Tree Commission Report
6. ARBORIST REPORT
7. STAFF COMMENTS
8. MEMBER COMMENTS
9. PLAN REVIEWS
 - A. Delaware Hayes High School-Phase 2
 - B. Carlisle and Dempsey Schools
10. ADJOURNMENT

ITEM 2

**CITY OF DELAWARE
SHADE TREE COMMISSION
MOTION SUMMARY
November 25, 2014**

Staff in attendance included Tech I/Arborist Doug Richmond and Customer Service Liaison Linda Mathews

Meeting called to order at 7:00 p.m. by Chairman Dave Carey.

1. ROLL CALL

Commission members present at roll call included Jim Buck, Dave Carey, Michaela Dean, Joe DiGenova, Brenda Hendricks, Amanda Mowry, Paul Olen, Tom Wolber, and Susan Wright

2. MOTION TO EXCUSE

With all members present, this item did not require action to be taken.

3. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of October 28, 2014, as recorded and transcribed

Vice-Chairwoman Wright moved to approve the Motion Summary of the Shade Tree Commission meeting of October 28, 2014, as recorded and transcribed. Mr. Olen seconded the motion. Mr. Wolber then asked for discussion to take place with regard to the contents of Item #7-Staff Comments. Following discussion, no changes were made to document as originally presented. Vote on motion taken and Motion Summary approved by a 9-0 vote.

4. PRESENTATION of Modern Woodmen Hometown Hero Award

Ms. Mowry, on behalf of her employer Modern Woodmen, provided an overview of the company and described the award that she was presenting to the members of the Shade Tree Commission. She suggested PIN (People In Need) as the recipient of the \$100.00 monetary award-members approved the charity.

5. PUBLIC COMMENTS

There were no Public Comments presented other than Ray Wollschleger of 29 Darlington Road thanking the commission for allowing him to present his concerns and comments at the previous 2 meetings.

6. FOLLOW UP DISCUSSION on AEP

Councilman DiGenova thanked AEP for attending the last meeting and providing information. He indicated that the notices that are to be posted prior to tree work had recently been seen in his Ward area-he had been able to count 35 that had been distributed.

Arborist Richmond provided a recap of a meeting that he and Parks Superintendent Stacy Davenport recently held with Steve Lajeunesse of AEP and how interaction between the two organizations will be conducted moving forward.

Additional and significant discussion was held with suggestions and recommendations that could be formulated for future agreements with the City of Delaware and AEP identified.

Ms. Mathews provided an overview of how the CSR (Customer Service Request) system operates in response to an inquiry about the logging citizen concerns. Possible reporting on a monthly basis was suggested based on the information that is inputted when there is a citizen inquiry.

7. ARBORIST REPORT

Arborist Richmond provided an oral report indicating that six (6) trees had been removed, 3 in conjunction with the SafeWalk Program, in November, the street tree planting activity had begun as of today's date and that the City of Delaware's Arbor Day application was ready to be submitted once the necessary signatures were attached.

8. STAFF COMMENTS

There were no additional comments by staff.

9. MEMBER COMMENTS

A. Citizen Tree Stewardship Program

There were no new/significant updates available. Sub-committee will continue to be active and formulate a "job description" for interested individuals.

B. Sidewalk/Tree Root Concerns

Chairman Carey indicated that he had not made contact with Mr. Wolber to move this topic along. The draft document that Mr.

Wolber had presented to the Commission for review and discussion will be re-distributed and the topic discussed at a future meeting.

C. Landscape Beautification Award

Chairman Carey reminded members to keep their eyes out for nominations for this award. A vote will be taken at the March meeting so that the award can be made to the winning recipient in April for Arbor Day.

Councilman DiGenova discussed the value that Homeowners Associations have with regard to communication between the citizens of Delaware and City staff.

He also provided information on the new City logo and branding efforts and the City's newsletter as a means of distributing information to residents.

Vice-Chairman Wright requested that two (2) items be on the January agenda-Arbor Day and Annual Shade Tree Commission Report to Council.

Mr. Wolber discussed the City's use of Facebook for communications, advised that Ohio Wesleyan University is submitting a formal request to become a Tree Campus USA designee and discussed an article on a 200 year old Oak Tree at the University of Michigan that he felt might be of interest to Commission members.

Councilman DiGenova mentioned the 2015 budget process and that it is favorable for maintaining pace with street tree replacements.

10. PLAN REVIEWS

A. Conger Elementary School

Submitted plan was accepted as submitted by Commission.

B. Carlisle Elementary School

Plan accepted in concept, but Commission is requesting clarification on the spacing, species, and location of the caliper inches to be planted at the Dempsey Tree Save Area.

C. Lantern Chase Phase 2 (Informational Only)

Arborist Richmond advised that this was informational in nature only, the development is expanding to the north and there will be housing and a park with a basketball court. Red Sunset Maples will be planted in the Homeowners Association park.

The addition of the plan for Glen Ross situated with entrance off Glenn Parkway and Ballater Drive was provided as informational only. When additional information is received, the plan will be presented for comments by Shade Tree Commission members.

11. ADJOURNMENT

Ms. Dean moved to adjourn the meeting and meeting concluded at 9:03 p.m.

Dave Carey, Chairman

Linda Mathews, Clerk

ITEM 6



CITY OF DELAWARE

**Arborist Report
Monthly Summary
Reporting Month-December 2014 / January 2015**

Activity completed in December 2014 and January 2015

I. Tree and Stump Removals

3 large caliber trees have been removed by contractor due to being deemed hazardous trees.
6 small caliber trees were removed by City staff due to tree death.

II. Tree Maintenance

126 street trees were pruned for street, sidewalk, and signage clearance.

III. Inventories – 2014 totals

- A total of 763 street trees were pruned for street sidewalk and signage clearance in 2014.
- A total of 79 Trees were removed by Contractors and City staff that were dead and deemed hazardous. These trees have been added to the replacement lists.
- A total of 30 Development and Building Landscape planting plans were reviewed and approved by The Shade Tree Commission during the course of 2014.

IV. Issues/Concerns

- Ongoing project to shape street trees to allow for sidewalk and roadway clearance based on CSR request and areas needing the most attention. Project will continue through 2015.
- Fall Tree planting project update. Fall replacement planting for 2014 was completed in December. A total of 605 replacement trees were planted.
- Buehler's has contacted the City in regards to the tree planting that will occur in conjunction with the new construction on their current location this year. The concern was that they would not be able to plant enough trees on site to cover the caliber inches that they were responsible to replace per City code. They offered to plant the remaining caliber inches along City streets as replacement trees for the City. There would be a total of (74) 2.5"-3" caliber trees planted by the subcontractor for Buehler's in areas that the City still has needs for tree replacements. A list of addresses and species of trees to be planted at these locations has been provided to Buehler's and the subcontractor for planting this spring.

V. Staff
No new issues.

ITEM 7

Customer Service Requests
December 2014

Requests for Removal of Hanging Limbs/Fallen Trees	4
Requests for Tree Removal/Replanting	2
Tree Damage from Accidents	4

ITEM 9A

ITEM 9B

LAND DEVELOPMENT PROJECT

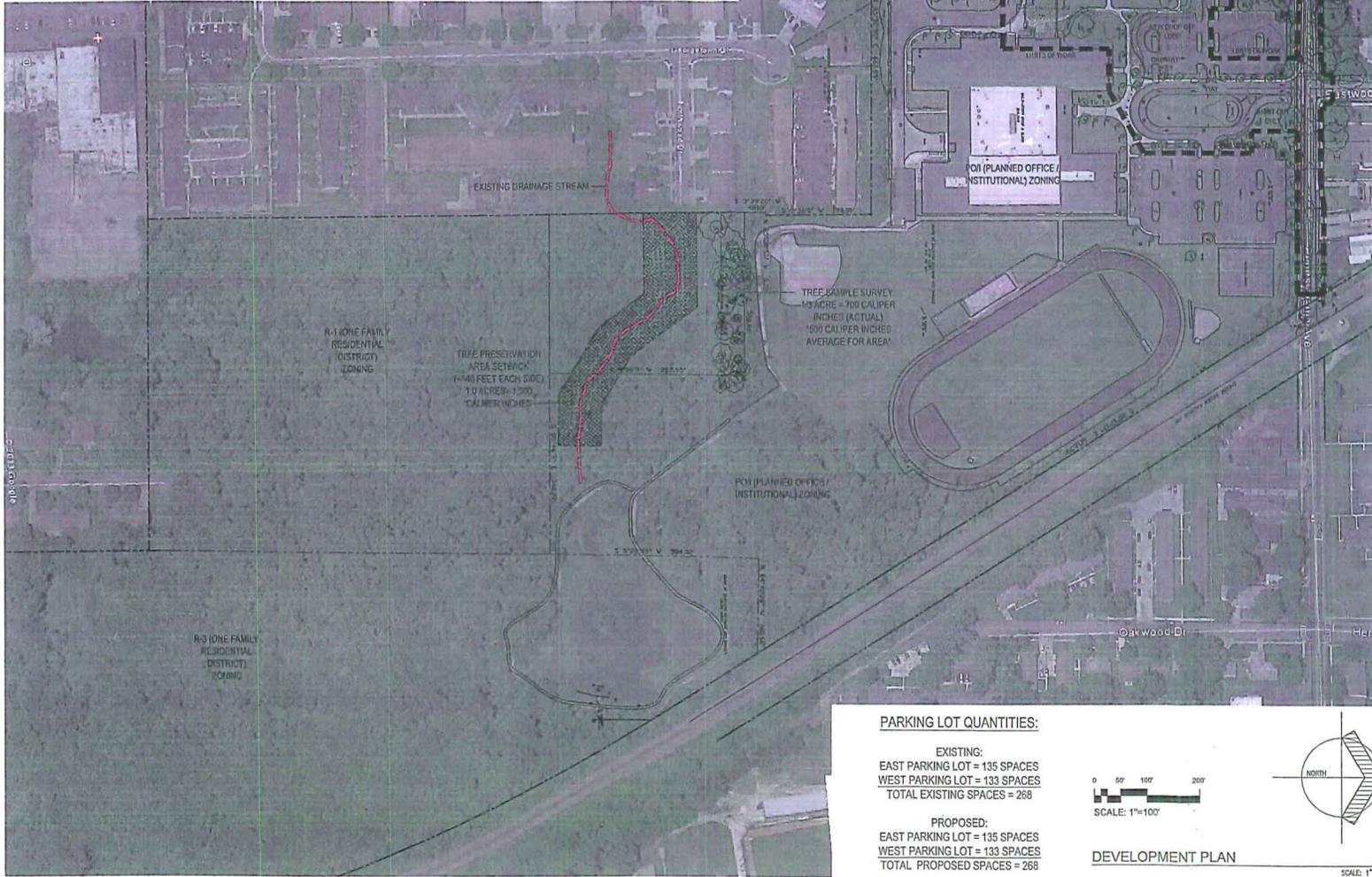
GENERAL PLAN NOTES (REVISED 05-03-12)

GEN: THE CITY OF DELAWARE CITY DETAILED SPECIFICATIONS, STANDARD DRAWINGS, AND INFRASTRUCTURE DESIGN MANUAL, TOGETHER WITH THE CITY OF COLUMBUS (COC) CONSTRUCTION AND MATERIAL SPECIFICATION (CMS), INCLUDING ALL SUPPLEMENTS THERETO, SHALL GOVERN ALL MATERIAL AND WORKMANSHIP REQUIRED IN THE IMPROVEMENTS SHOWN IN THESE PLANS UNLESS OTHERWISE NOTED. ALL PERTINENT STANDARD CONSTRUCTION DRAWINGS ARE AVAILABLE UPON REQUEST OF THE DEPARTMENT OF ENGINEERING SERVICES.

GEN: ALL WORK SHALL BE COMPLETELY ACCEPTABLE TO CITY OFFICIALS. NO WORK SHALL COMMENCE UNTIL APPROVEMENTS HAVE BEEN COORDINATED WITH THE CITY FOR REGISTERED INSPECTION. PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL MAKE ALL ARRANGEMENTS NECESSARY TO COORDINATE THE PROVISION OF INSPECTION SERVICE BY THE CITY FOR THE PROPOSED WORK. COST OF INSPECTION SHALL BE PAID FOR BY THE DEVELOPER THROUGH ENGINEERING INSPECTION FEES CALCULATED BY THE DEPARTMENT OF ENGINEERING SERVICES.

ZONING
PO / I PLANNED OFFICE / INSTITUTIONAL DISTRICT
PRESENT AND PROPOSED USE: PRIMARY SCHOOL (EDUCATION)

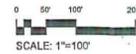
FLOOR AREA:
EXISTING BUILDING = 180,255 SF
CLASSROOM ADDITION = 50,765 SF
MAXIMUM BUILDING HEIGHT (EXISTING BUILDING) = 40 FEET (MATCHES EXISTING)
WORK LIMIT = 5.72 ACRES



PARKING LOT QUANTITIES:

EXISTING:
EAST PARKING LOT = 135 SPACES
WEST PARKING LOT = 133 SPACES
TOTAL EXISTING SPACES = 268

PROPOSED:
EAST PARKING LOT = 135 SPACES
WEST PARKING LOT = 133 SPACES
TOTAL PROPOSED SPACES = 268



DEVELOPMENT PLAN

SCALE: 1" = 100'-0"

DEVELOPMENT PLAN

DESIGNED BY: JAMES W. HANSEN, INC.
DRAWN BY: JAMES W. HANSEN, INC.
CHECKED BY: DATE: FEBRUARY 6, 2013
REVISIONS (AL. DATE)

G0.1

DEMPSEY MS RENOV. AND ADDITIONS
213051.06

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