

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

**AGENDA**

JUNE 23, 2015

1. ROLL CALL
2. APPROVAL of the Motion Summary for the meeting held May 26, 2015 as recorded and transcribed.
3. PUBLIC COMMENTS
4. UPDATE on Tree Stewardship Program
5. ARBORIST REPORT
6. STAFF COMMENTS
7. MEMBER COMMENTS
8. PLAN REVIEWS
  - A. Heatherton Phase 5
  - B. Smith Elementary School
  - C. Glenross North
9. ADJOURNMENT

# ***ITEM 2***

**SHADE TREE COMMISSION**  
**May 26, 2015**  
**MOTION SUMMARY**

ITEM 1. Roll Call

Vice-Chairwoman Wright called the meeting to order at 7:05 p.m.

Members Present: Jim Buck, Michaela Dean, Brenda Hendricks (arrived at 7:26 p.m.), Tom Glissman, Amanda Mowry, Paul Olen, Tom Wolber, Councilmember Joe DiGenova, Vice-Chairwoman Susan Wright, and Chairman Dave Carey (arrived at 7:08 p.m.).

Staff Present: Doug Richmond (City Arborist) and Linda Mathews (Customer Service Liaison).

**Motion to Excuse:** Councilmember DiGenova moved to excuse Chairman Carey and Ms. Hendricks, seconded by Mr. Olen. Motion approved by an 8-0 vote.

ITEM 2. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of April 28, 2015 as recorded and transcribed.

**Motion:** Councilman DiGenova moved to approve the Motion Summary for the April 28, 2015 meeting, seconded by Mr. Wolber. Motion passed by an 8-0 vote.

Chairman Carey arrived at 7:08 p.m.

ITEM 3. PUBLIC COMMENTS

ITEM 4. DISCUSSION of Tree Stewardship Program

Vice-Chairwoman Wright informed the commission that she had invited to the meeting members from the Delaware County Master Gardeners and had provided them with a draft statement discussing the role of the stewardship program.

**PUBLIC PARTICIPATION:**

Chris Burger  
7610 Harriott  
Dublin, Ohio 43017  
President of Delaware County Ohio Master Gardener's Association

Susan Logan

16 Timmons Woods Drive  
Delaware, Ohio 43015  
Delaware County Master Gardener

Jon Kerr  
8289 Dustin Road  
Galena, Ohio  
Delaware County Master Gardener

Mr. Burger read into the record the mission statement of the Delaware County Master Gardeners Association and discussed the role to educate the community with various resources. Mr. Burger discussed the Master Gardeners potential role to assist the tree stewardship program to answer community questions. Mr. Burger explained to the commission that the role of the master gardeners is to assist in beautifying the community with education, but to not commit to long term labor projects.

Ms. Logan discussed the role and importance of educating the community to help them understand the value of the trees on the homeowner's property.

Chairman Carey informed the Master Gardeners that the tree stewardship program was a pilot program and that the first neighborhood to target would be Cheshire Crossing. He discussed that he recently attended the annual homeowner association meeting, and that the board members are supportive of the idea of a tree stewardship program and feels that the community can benefit from further education.

Mr. Kerr questioned if the homeowners in the neighborhood would be the individuals responsible for the tree pruning. Chairman Carey discussed the deed restrictions to Cheshire Crossing which designates the homeowner's responsibility in care for the street trees.

Mr. Burger discussed benefits to having a defined community or neighborhood to help identify the role and needs of education to the homeowners. Mr. Burger felt that the Master Gardeners may be able to be a useful resource to teach other groups on the proper pruning techniques and equipment care. Mr. Burger presented to the commission that the Master Gardeners can assist in developing an education outreach program, but that the Master Gardeners would not be responsible for the distribution of the information. Ms. Long felt that the Master Gardeners should meet with Mr. Richmond to develop a memorandum of understanding.

Mr. Kerr recommended that education materials be sent to residents through the mail and to utilize the utility bill as a means of distribution. Mr. Olen discussed the use of technology and social media to assist with education distribution.

Mr. Burger recommended setting up a training event at the upcoming homeowner association event. Ms. Hendricks also recommended using community events such as First Fridays to educate the public on pruning techniques, proper mulching techniques, and the use of a weed trimmer around tree trunks. Chairman Carey recommended using the Watershed Festival to display proper ways to mulch around trees.

Chairman Carey discussed the concern of labor shortage to assist with pruning trees, and will reach out to Cheshire Crossing residents to determine the interest of the residents to participate in the tree stewardship program. Mr. Richmond recommended that there be fifteen individuals for a training session on a Saturday and have the Master Gardeners assist with education.

#### ITEM 5. DISCUSSION of Final Watershed Festival Activities

Vice-Chairwoman Wright passed to the commission members a sign-up sheet for the Watershed Festival.

Ms. Hendricks stated that she will coordinate the photo scavenger hunt and will attempt to find a donor for coloring paper. Chairman Carey will provide crayons.

Councilman DiGenova will provide tables and chairs.

Mr. Olen stated he will bring bags of mulch to demonstrate improper and proper mulching techniques.

#### ITEM 6. ARBORIST REPORT

Mr. Richmond discussed the concern and issues with the Zelkova trees and the Black Tupelo trees. Mr. Richmond explained that the trees were planted last fall and that the trees planted have died. Mr. Richmond plans to perform a tree mortality count and projects to have the report available for the June meeting.

Mr. Wolber voiced a concern over the increase in tree mortality rate when planted by contractors versus the city. Mr. Richmond reviewed the education provided to contractors on city recommendations and specifications.

#### ITEM 7. STAFF COMMENTS

Ms. Mathews reviewed the customer service requests for April 2015 and informed the commission that there were a total of nineteen service requests.

#### ITEM 8. MEMBER COMMENTS

Ms. Dean informed the commission that the new student representative was recommended to Paul Craft.

Chairman Carey voiced a concern regarding a neighbor's tree that has died, and that the neighbor has received notifications from the home owners association regarding the replacement of the tree. Mr. Richmond requested that the neighbor contact the Public Works department to complete a customer service request, and that he will evaluate the area to determine if a replacement tree is recommended. Mr. Richmond explained that if a tree is not recommended then he will send a formal letter to the home owners association with his recommendations.

Chairman Carey also requested that Mr. Richmond observe the tree condition at 134 Cheshire Crossing.

ITEM 9. PLAN REVIEWS

- A. Village Gate Apartments-plan approved with the use of 10 Imperial Honey Locusts, 10 Silver Lindens, and 7 Frontier Elms.
- B. Stop-N-Go-Storage Facility-plan approved with recommended change of Skyline Locust to Imperial Locust.
- C. Ohio Wesleyan University Student Housing (Informational)

ITEM 10. ADJOURNMENT

**Motion:** Ms. Dean motioned to adjourn the meeting, seconded by Mr. Hendricks. The Shade Tree Commission meeting adjourned at 8:55 p.m.

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Chairman Carey

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Clerk

# ***ITEM 5***

**Arborist Report  
Monthly Summary  
Reporting Month-June 2015**

Activity completed in June 2015

**I. Tree and Stump Removals**

- **18** Trees were removed due to mortality issues.
- **26** Stumps were ground out.

**II. Tree Maintenance**

**139** street trees were pruned for street, sidewalk, and signage clearance,.

**III. Inventories**

**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. Weather has caused delay in this project.
- AEP is finishing the pruning for line clearance along Pennsylvania Ave. and Troy Road this month.
- AEP will be removing a large dead Maple tree at 164 N. Sandusky St. for the City on June 24<sup>th</sup>, weather pending.
- We have lost a total of **28** trees as of 6/12/2015 that were planted in the fall of 2014. That is a ratio of a little under **5%** mortality rate. The bulk of these trees are the Zelkova as before stated in last months report he Zelkova trees that were obtained from a single nursery have all died. The cause is unclear. However supplier has issued a full refund for these 16 trees. The others were **6** Honeylocust and **2** Sawtooth Oaks. These will go onto the replant list for this fall.

**V. Staff**

No new issues.

# ***ITEM 6***

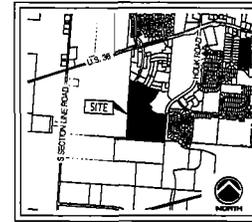
Customer Service Requests  
May 2015

Requests for Inspection for Viability	9
Request for Pruning	10
Miscellaneous Inspections	7
Warranty Replacement	2
Removals	12
Stump Removal (some from tree Removal)	9
Total Service Requests	49

# ***ITEM 8A***







LOCATION MAP  
SCALE: 1"=2000'

AMENDED PRELIMINARY PLAT AND  
PRELIMINARY PLAN,  
FINAL DEVELOPMENT PLAN  
**HEATHERTON**  
PHASE 4, SECTION 2 AND PHASES 5 THROUGH 8

**LEGAL DESCRIPTION**  
SITUATED IN THE STATE OF OHIO, COUNTY OF DELAWARE, CITY OF DELAWARE, BEING PART OF FARM LOT 32, QUARTER TOWNSHIP 3, TOWNSHIP 3, RANGE 19 AND ALSO BEING PART OF FARM LOTS 16 & 20, QUARTER TOWNSHIP 2, TOWNSHIP 4, RANGE 19, UNITED STATES MILITARY LANDS, BEING A 51.81 ACRE SUBDIVISION OUT OF A 126.306 ACRE TRACT OF LAND DESCRIBED IN DEED TO DOMINION HOMES, INC., OF RECORD IN OFFICIAL RECORD VOLUME 16, PAGE 2339. ALL REFERENCES BEING TO THE RECORDS OF THE RECORDER'S OFFICE, DELAWARE COUNTY, OHIO.

**NOTE**  
ELEVATIONS ARE BASED ON NAVD 88 DATUM

**OWNER/DEVELOPER**  
DOMINION HOMES, INC.  
4800 TUTTLE CROSSING BLVD.  
DUBLIN, OHIO 43016  
(614) 396-2000

**SETBACKS**

ZONING DISTRICT (R-3 PRO)  
FRONT = 25 FEET FROM RIGHT-OF-WAY  
SIDE = 15 FEET TOTAL (9' MINIMUM)  
REAR = 30 FEET

**FLOOD DESIGNATION**

THE SUBJECT PROPERTY LIES WITHIN ZONE "X", AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY AND DESIGNATED ON THE FLOOD INSURANCE RATE MAP NUMBER 200110001K, DATED APRIL 16, 2009.

★ DRIVEWAY ACCESS FOR LOTS 154, 165, 172 AND 188 SHALL BE OF OTHER AND ELDRIDGE STREETS ONLY.

**ACREAGE BREAKDOWN**

BUILDABLE LOTS (187)	= 37.764 ACRES
OPEN SPACE (2)	= 0.326 ACRES
RIGHT-OF-WAY	= 12.044 ACRES
<b>TOTAL AREA</b>	<b>= 50.161 ACRES</b>

HEATHERTON PHASE 4, SECTION 2 AND PHASES 5 THROUGH 8  
AMENDED PRELIMINARY PLAT AND PRELIMINARY PLAN, FINAL DEVELOPMENT PLAN  
PC CASE NO. \_\_\_\_\_ APPROVED BY THE PLANNING COMMISSION ON \_\_\_\_\_

- CITY CLERK \_\_\_\_\_
- CITY MANAGER \_\_\_\_\_
- DAVID M. SFLAND, ACP, PLANNING & COMMUNITY DEVELOPMENT DIRECTOR \_\_\_\_\_
- DIRECTOR OF ENGINEERING SERVICES \_\_\_\_\_
- UTILITIES DIRECTOR \_\_\_\_\_
- PUBLIC WORKS DIRECTOR \_\_\_\_\_

**CT Consultants**  
INCORPORATED  
2700 N. High Street, Suite 200, Columbus, Ohio 43207  
PH: 614.291.1100 FAX: 614.291.1101

DATE: APRIL 2014  
DES. NO. 1108

DRWN BY: T. SMITH  
APPROVED: J. THRESE

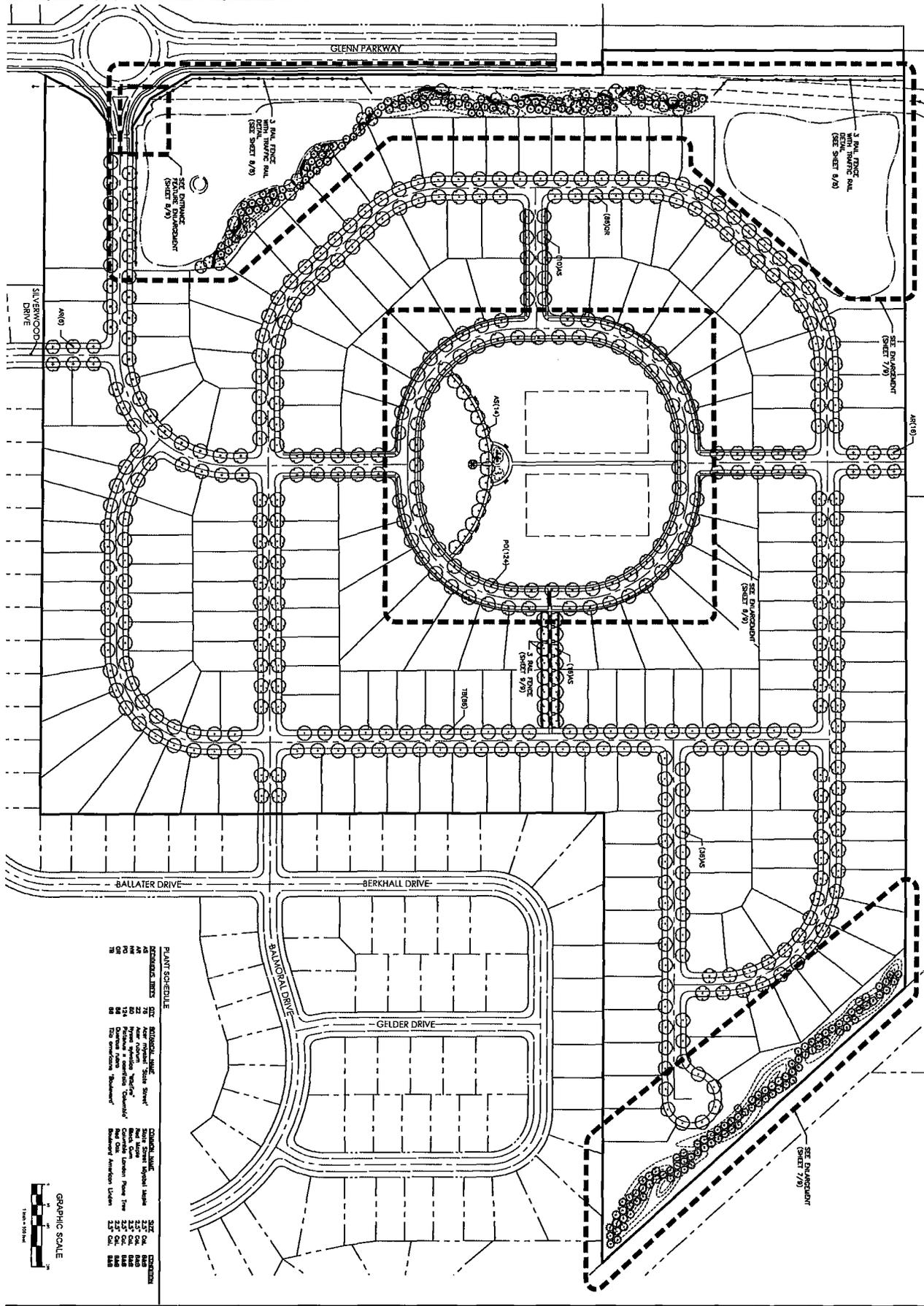
AMENDED PRELIMINARY PLAT AND  
PRELIMINARY PLAN, FINAL DEVELOPMENT PLAN  
**HEATHERTON PHASE 4, SECTION 2  
AND PHASES 5-8**  
CITY OF DELAWARE, OHIO

\\VH01\US\PROJECTS\HEATH-PLAN\PRELIMINARY PLATING - 4/2/2014 1:23:34 PM

***ITEM 8B***



***ITEM* 8C**



**PLANT SCHEDULE**

SYMBOL	SIZE	COMMON NAME	SCIENTIFIC NAME	PLANTING
AS (14)	22"	Aspen	<i>Populus sp.</i>	Plant
AW (14)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (16)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (18)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (20)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (22)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (24)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (26)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (28)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (30)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (32)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (34)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (36)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (38)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (40)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (42)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (44)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (46)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (48)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (50)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (52)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (54)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (56)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (58)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (60)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (62)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (64)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (66)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (68)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (70)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (72)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (74)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (76)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (78)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (80)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (82)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (84)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (86)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (88)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (90)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (92)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (94)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (96)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (98)	22"	White Birch	<i>Betula papyrifera</i>	Plant
AW (100)	22"	White Birch	<i>Betula papyrifera</i>	Plant



DATE	DESCRIPTION
03/26/2015	Final



PREPARED BY  
**VINCE ROMANELLI**  
148 WEST SCHROCK ROAD  
MIDWESTVILLE OHIO 45881

PRELIMINARY  
DEVELOPMENT  
PLAN  
LANDSCAPE  
PLAN

**GLENROSS NORTH**  
City of Delaware  
Delaware County, Ohio