

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

**AGENDA**

MAY 24, 2016

1. ROLL CALL
2. APPROVAL of the Motion Summary for the meeting held April 26, 2016 as recorded and transcribed.
3. PUBLIC COMMENTS
4. ARBORIST REPORT
5. DISCUSSION of Invasive Species
6. STAFF COMMENTS
7. MEMBER COMMENTS
8. PLAN REVIEWS
  - a. Certified Oil
  - b. Symmetry II
9. ADJOURNMENT

# ***ITEM 2***

**SHADE TREE COMMISSION  
MOTION SUMMARY  
April 26, 2016**

ITEM 1. Roll Call

Chairman Olen called the meeting to order at 7:00 p.m.

Members Present: Shannon Brewster, Jim Buck, Tom Glissman, Tom Wolber, Councilmember George Hellinger, Vice-Chairwoman Susan Wright, and Chairman Paul Olen

Members Absent: Dave Carey and Juliette Rike

Staff Present: Ted Miller, Parks and Natural Resources Director, Doug Richmond, City Arborist and Linda Mathews, Customer Service Liaison

**Motion to Excuse:** Mr. Wolber moved to excuse Mr. Carey and Ms. Rike, seconded by Mr. Buck. Motion approved by a 7-0 vote.

ITEM 2. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting held March 22, 2016 as recorded and transcribed.

Vice-Chairwoman Wright indicated that there was an error on the minutes from March 22, 2016 in which the Motion Summary should have reflected a vote for the Annual Arbor Day tree planting ceremony to reflect 8-0 and not 8-2. The Clerk did submit an amended Motion Summary to reflect the requested change.

**Motion:** Mr. Wolber moved to approve the amended Motion Summary for the March 22, 2016 meeting, seconded by Vice-Chairwoman Wright. Motion approved with a 7-0 vote.

ITEM 3. INTRODUCTION of Parks and Natural Resource Director

Mr. Ted Miller introduced himself to the Commission. A discussion was held with Mr. Miller regarding concerns of the mess created by the fruit trees in the Downtown Business and Historic District.

ITEM 4. PUBLIC COMMENTS

**PUBLIC COMMENT:**  
Rayna Patton  
86 Delaware Crossing E.  
Delaware, Ohio 43026

Ms. Patton voiced her concern over the proposed road connection at Valleyside Drive. Ms. Patton discussed concerns over the diversity of birds and wildlife in the area that need the trees that would be removed. Councilman Hellinger discussed the benefit for a road connection to reduce emergency response time in the area.

Ms. Patton provided a copy of the report by Professor Edward H. Burt, Jr., "Delaware Run Floodplain: Preserving Nature in an Urban Landscape".

#### ITEM 5. DISCUSSION of 2016 Arbor Day Activities

Vice-Chairwoman Wright discussed the plans and outline of activities for Arbor Day. Mr. Richmond indicated that the designated tree will already be planted. Vice-Chairwoman stated that Mr. Carey will bring the seedlings to be passed out.

Discussion was held on the upcoming May 6, 2015 First Friday event.

Mr. Wolber presented the revised summary for the pamphlet completed by Mr. Buck. Mr. Wolber plans to reformat and submit to the city staff for approval. The Commission was in agreement to pass out the remainder of the older pamphlets if administrative approval is not received in time for the event.

#### ITEM 6. ARBORIST REPORT

Mr. Richmond reviewed the provided monthly summary. Mr. Richmond indicated that 16 street trees were pruned and 4 trees were removed.

Mr. Richmond provided an update on current inventory and plans for spring planting.

A discussion was held on homeowners replacing and planting their own street trees. Mr. Richmond recommended that specific homeowners are encouraged to call the city to be aware of and follow city protocol and recommended trees. Mr. Richmond discussed also making these residents aware of the Cost Share Program.

#### ITEM 7. STAFF COMMENTS

#### ITEM 8. MEMBER COMMENTS

Vice-Chairwoman Wright provided an update on the Annual Tree City U.S.A. event that she attended along with Mr. Richmond and Ms. Brewster.

Chairman Olen discussed a request by Councilman DiGenova to have an oak tree planted for the Veteran's Memorial.

Mr. Wolber thanked Chairman Olen and Vice-Chairwoman Wright for presenting the Annual Shade Tree Report to council.

ITEM 9. PLAN REVIEWS

Ms. Mathews stated that there will be an additional review for Columbia Gas.

- A. Midwest Acoust-a-Fiber- Plan accepted as submitted with recommendation to change Cleveland Select Pears trees to either Adirondack, Marlee, or Centurion Crabapple trees as Pears are a contributing factor to the Callery Pear invasive issue.
- B. Speedway- Accepted as submitted with suggestion that the White Spruce trees be substituted with an equal quantities of Norway, Blue and Black Hills Spruce instead of the White Spruce
- C. Washington Enterprises- Accepted as submitted with 2 of the Sugar Maples on S. Sandusky Street be changed to American Hornbeam due to overhead utility wires and visibility concerns.
- D. Millbrook-Section 2- Accepted as submitted with only changes being trees at intersections being moved to allow for sight triangle.
- E. Columbia Gas- Accepted as submitted with suggestion to diversify Spruce Trees to include Blue, Norway and Black Hills Spruce.

ITEM 10. ADJOURNMENT

**Motion:** Mr. Wolber moved to adjourn the meeting, seconded by Vice-Chairwoman Wright. The Shade Tree Commission meeting adjourned at 8:26 p.m.

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Chairman Olen

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Clerk

# ***ITEM 4***

**Arborist Report  
Monthly Summary  
Reporting Month- May 2016**

Activity completed in May 2016

**I. Tree and Stump Removals**

- 3 Trees were removed in May 2016 by City Staff due to mortality issues.

**II. Tree Maintenance**

- 14 street trees were pruned by City Staff in May 2016 for street, sidewalk, and signage clearance,
- Pruned trees in Dog Park for better visibility in co-ordination with Grand Opening of Dog Park on May 7<sup>th</sup>.

**III. Inventories**

**IV. Issues/Projects/Concerns**

- Ongoing project to shape street trees to allow for sidewalk and roadway clearance based on CSR request and areas needing the most attention. Work will continue on this project throughout 2016.
- Responded to 8 Tree Related CSRs.
- Assisted Parks Department with Dog Park Grand opening and annual and perennial plantings for City Sign beds and buildings.
  
- Consulted with Dave Efland on Tree Survey for the Mannick Development on St. Rt. 23 regarding requiring an additional (1) acre plot area to be surveyed in the Northeast area of the development in order to gain an accurate tree count on desirable tree species and health of trees on property. Currently they had only done 5 plot areas and had not done any in the Northeast area of property. This area is heavily wooded along a small water way with older, desirable trees that we want to make sure is part of the tree caliper count.
  
- Browse collection for the Columbus Zoo is being planned. Forwarded legal releases from our City attorney for their review and recommendations on a release form that the zoo had required the City to sign to be able to provide Zoo with our pruned tree branches that they desire for feeding to their animals. Zoo personnel will not be allowed to do any pruning but only to pick up branches that City staff has pruned. Waiting for a response back from Zoo to move forward.

**V. Staff**

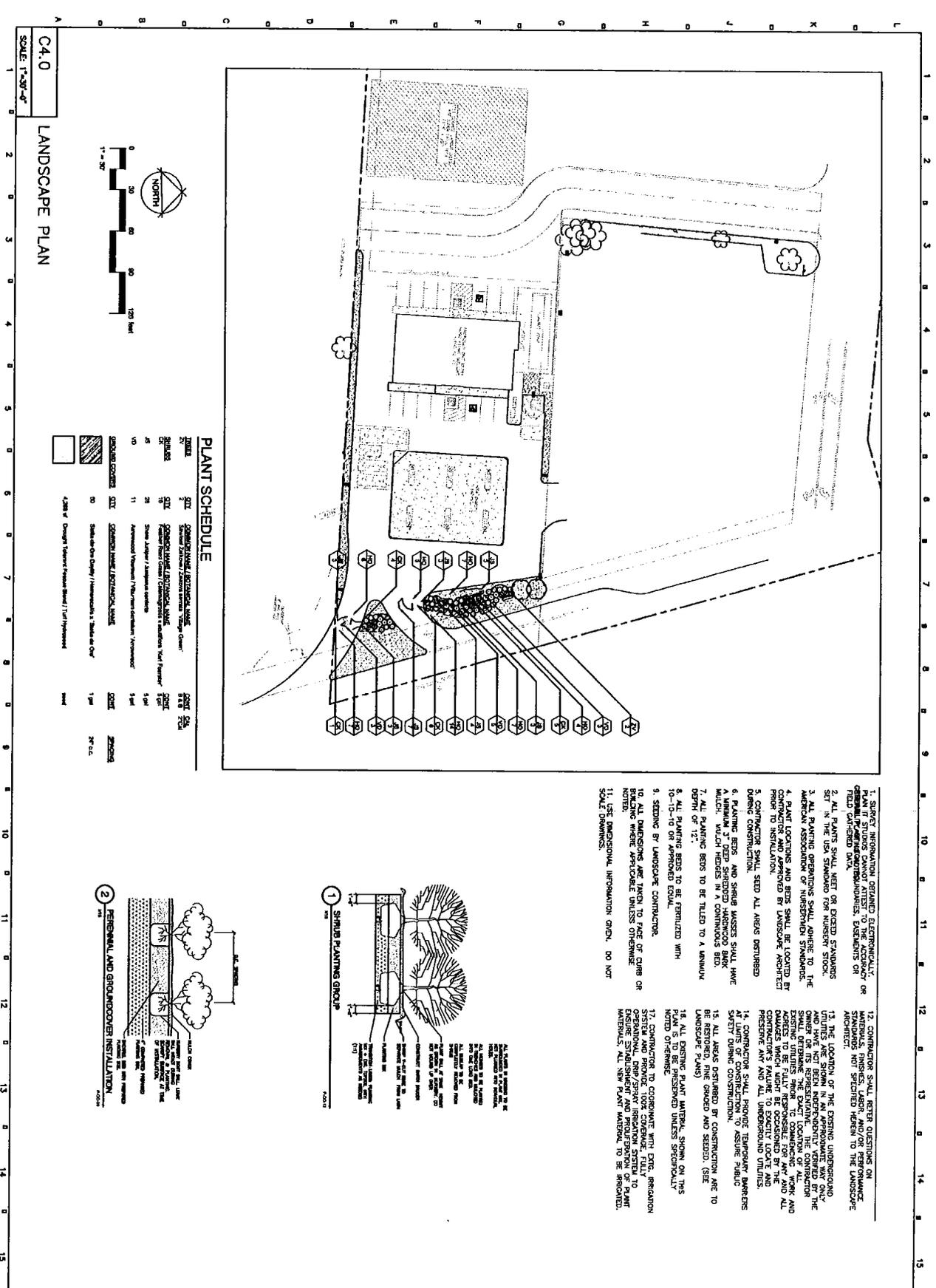
No new issues.

# ***ITEM 6***

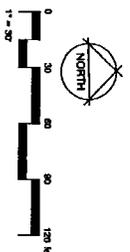
Customer Service Requests  
April 2016

Requests for Inspection for Viability	2
Request for Pruning/Removals (full/branch)	11
Stump Removal	1
Misc. Inspection	1
Total Service Requests	15

# ***ITEM 8A***

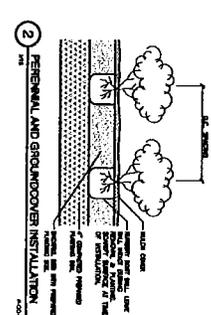
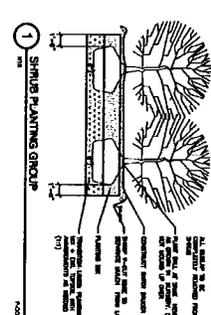


C4.0  
SCALE: 1"=30'-0"  
LANDSCAPE PLAN



### PLANT SCHEDULE

SYMBOL	DESCRIPTION	QUANTITY	PLANT SPECIES	PLANT SIZE
[Symbol]	CONCRETE/PAVED AREAS	1	CONCRETE/PAVED AREAS	1" PL
[Symbol]	GRASS	1	GRASS	1" PL
[Symbol]	LANDSCAPE	1	LANDSCAPE	1" PL



1. SURVEY INFORMATION OBTAINED ELECTRONICALLY. PLAIN IF STUDYING CANNOT ATTEST TO THE ACCURACY OR FIELD CONDITIONS DATA.
2. ALL PLANTS SHALL MEET OR EXCEED STANDARDS SET IN THE USA STANDARD FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS.
3. ALL PLANTING OPERATIONS SHALL ADHERE TO THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS.
4. PLANT LOCATIONS AND BEES SHALL BE LOCATED BY CONTRACTOR AND APPROVED BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
5. CONTRACTOR SHALL SEED ALL AREAS DISTURBED DURING CONSTRUCTION.
6. PLANTING BEDS AND SHRUB BASSES SHALL HAVE MULCH MULCH DEPTH OF 2" TO 3" OVER THE ENTIRE SURFACE OF THE BEDS.
7. ALL PLANTING BEDS TO BE TILLED TO A MINIMUM DEPTH OF 12".
8. ALL PLANTING BEDS TO BE FERTILIZED WITH 10-10-10 OR EQUIVALENT.
9. SEEDING BY LANDSCAPE CONTRACTOR.
10. ALL DIMENSIONS ARE TAKEN TO FACE OF CURB OR TO FACE OF DRIVE WHERE APPLICABLE UNLESS OTHERWISE NOTED.
11. USE DIMENSIONAL INFORMATION ONLY. DO NOT SCALE DRAWINGS.
12. CONTRACTOR SHALL RETER QUESTIONS ON MATERIALS, FINISHES, LABOR, AND/OR PERFORMANCE STANDARDS NOT SPECIFIED HEREIN TO THE LANDSCAPE ARCHITECT.
13. THE LOCATION OF THE EXISTING UNDERGROUND UTILITIES IN THE PROJECT AREA SHALL BE DETERMINED AND HAVE NOT BEEN REFERENCED VERIFIED BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES PRIOR TO COMMENCING WORK AND DAMAGE WHICH MUST BE CORRECTED BY THE CONTRACTOR AT HIS OWN RISK AND AT HIS OWN EXPENSE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
14. CONTRACTOR SHALL PROVIDE TEMPORARY BARRIERS AND SAFETY DURING CONSTRUCTION.
15. ALL AREAS DISTURBED BY CONSTRUCTION ARE TO BE RESTORED, FINE GRADED AND SEEDS. (SEE LANDSCAPE PLANS)
16. ALL EXISTING PLANT MATERIAL, SHOW ON THIS PLAN IS TO BE PRESERVED UNLESS SPECIFICALLY NOTED OTHERWISE.
17. CONTRACTOR TO COORDINATE WITH EXIST. IRRIGATION SYSTEMS AND TO PROVIDE SUFFICIENT WATER TO ENSURE ESTABLISHMENT AND PROTECTION OF PLANT MATERIAL. ALL NEW PLANT MATERIAL TO BE IRRIGATED.

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CERTIFIED OIL COMPANY  
NEW CONVENIENCE STORE  
AND FUEL ISLAND CANOPY

LANDSCAPE PLAN

***ITEM 8B***

