

**SHADE TREE COMMISSION**  
**November 27, 2018**  
**MOTION SUMMARY**

ITEM 1. Roll Call

Chairwoman Wright called the meeting to order at 7:00 p.m.

Members Present: Dave Carey (arrived at 7:08 p.m.), Tom Glissman, Tom Wolber, Becki Wood-Meek, Fredericka Shanks, Vice-Chairwoman Shannon Brewster, and Chairwoman Susan Wright

Members Absent: Stan Eddy

Staff Present: Doug Richmond, Arborist, Linda Mathews, Customer Service Liaison, Ted Miller, Parks and Natural Resource Director, Dave Efland, Planning and Community Development Director, Lance Schultz, Zoning Administrator, Stacy Davenport, Parks Superintendent

**Motion to Excuse:** Mr. Wolber moved to excuse Mr. Eddy, seconded by Ms. Wood-Meek. Motion approved with a 6-0 vote.

ITEM 2. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of October 23, 2018 as recorded and transcribed.

**Motion:** Mr. Wolber moved to approve the Motion Summary for the October 23, 2018 meeting, seconded by Vice-Chairwoman Brewster. Motion approved with a 6-0 vote.

ITEM 3. PUBLIC COMMENTS

ITEM 4. ARBORIST REPORT

Mr. Richmond reviewed the Arborist Report. 27 trees were pruned, 7 trees removed by the City and 6 trees removed by contractors. There were 17 service requests. Mr. Wolber discussed the 145 W. William Street project at Ohio Wesleyan University. Mr. Richmond explained that there were no building plans and that the house was removed for a parking lot. He discussed that they submitted a tree survey and that he went on site to do a caliper count and found that the survey was accurate.

ITEM 5. DISCUSSION of Zoning Code

Mr. Efland discussed the difference between a base code plan and a planned development. Mr. Efland discussed that back in 2008 the Shade Tree Commission worked with the Planning Department on updating the code. The decision was made to not make changes to the code but discussions were held

on how to encourage tree preservation and tree fund. He discussed how the recession affected the tree fund and discussions were held on having the tree fund placed in the base code. He discussed the use of preservation credit. He discussed the role of the City Arborist on helping to administer the code and the departments working together.

Mr. Carey arrived at 7:08 p.m.

Chairwoman Wright voiced a question regarding the objection of the city when determining tree replacement. Mr. Efland discussed that at an initial concept meeting the standards for the tree preservation code are reviewed. They explain the consistent schedule for tree replacement. He discussed the different options to replant on site, replant on another site, add to the tree fund or do a combination of all three options.

Mr. Carey asked how many alternate schedules there are. Mr. Efland discussed the directions for tree preservation in Planned Mixed Use Overlay and Base Code have. He explained that applicants can apply for a variance and appeal the base code. Mr. Carey discussed that the Commission is not always aware what path the plans will take when they review. A discussion was held on how to provide better communication to the Commission.

Vice-Chairwoman Brewster questioned about the after effect of construction and the damage to the roots from the machinery or construction. Mr. Efland informed the Commission that they do not have a time frame to look back if a tree dies. He discussed can look at this and make more formal recommendations for preventative measures or a look back period.

Mr. Wolber discussed that Chapter 1168 has been the guidelines that the Shade Tree has follows. He reviewed the working for 1168.04, 1168.07, and 1168.11. He discussed Section 1147.05 and that he does not see discussion in this regarding credit for tree preservation. He discussed the role of the Commission to serve in as advisors to Council. Mr. Efland discussed the tool of using zoning code for guidance and that there are different requirements under different zoning areas and some situations require flexibility. A discussion was held regarding the removal of caliper inches on River Park. Mr. Wolber discussed the goal of the Shade Tree Commission to maintain the tree canopy in the City.

Mr. Carey discussed the need to maintain funds in the Tree Fund in preparation of emergencies.

ITEM 6. STAFF COMMENTS

ITEM 7. MEMBER COMMENTS

Mr. Carey requested volunteers to assist with the tree inventory files.

Mr. Wolber discussed the current balance in the tree fund. He requested information regarding the Fee Schedule and if there was any proposed changes to the fee structure related to the Shade Tree Commission.

Vice-Chairwoman Wright discussed the next scheduled meeting for February 26, 2019 with a tentative meeting in January if needed. She discussed the need to have a volunteer as a point person to help coordinate the 2019 outreach activities, such as, First Friday.

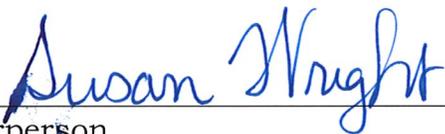
Ms. Shanks informed the Commission that students at Hayes would be interested in participating in the Arbor Day Celebration and planting. Mr. Richmond to look at the schools to determine a location for the planting.

ITEM 8. PLAN REVIEWS

- A. Blue Sky Car Wash – Approved as submitted
- B. Fahey Bank – Approved with Arborist requirements
- C. River Street Business Park – Approved as submitted
- D. Delaware County Fairgrounds – Approved as submitted
- E. Heatherton Section 8 - Informational

ITEM 9. ADJOURNMENT

**Motion:** Mr. Wolber moved to adjourn the meeting. The Shade Tree Commission meeting adjourned at 8:45 p.m.

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Clerk