



CITY OF WOODINVILLE

TREE BOARD PACKET

January 22, 2014

*CITY HALL COUNCIL CHAMBERS
17301 133RD AVENUE NE
WOODINVILLE, WASHINGTON 98072*



**CITY OF WOODINVILLE
TREE BOARD AGENDA
REGULAR MEETING WEDNESDAY, JANUARY 22, 2014 5:30 PM**



• Jey Manickam • Thomas L Quigley • Michael Munniks • Paula Waters • Steve Yabroff

5:30 **CALL TO ORDER**

5:31 **ROLL CALL**

5:33 **APPROVE AGENDA IN CONTENT & ORDER**

5:35 **PUBLIC COMMENTS**

BUSINESS AND DISCUSSION ITEMS

5:40 **1. Approval of November 27, 2013 Minutes**

5:45 **2. Review of 2013 Proposed Changes to Tree Regulations Recommendations**

6:20 **PUBLIC COMMENTS**

6:25 **DIRECTOR'S REPORT**

6:30 **ADJOURNMENT**

(Note: The agenda may be rearranged or changed at the beginning of the meeting, with a consensus of Tree Board members present.)

Issue Date: January 15, 2014

Staff Contact: Sarah Ruether, Planner

Faxed to: News Media
E-mailed to: Tree Board
Publish: Not published
Post: 1) In-House, 2) Post Office & 3) Website

**CITY OF WOODINVILLE, CITY COUNCIL CHAMBERS
17301 133RD AVE. NE, WOODINVILLE, WA 98072**

NEXT REGULAR MEETING FEBRUARY 26, 2014, 5:30 PM

AGENDA ITEM 1



City of Woodinville, Washington

TREE BOARD REGULAR MEETING MINUTES OF November 27, 2013
 Woodinville City Hall City Council Chambers, 17301 133rd Avenue NE, Woodinville, WA

<u>CALL TO ORDER</u>	The regular meeting for the Woodinville Tree Board was called to order at 5:30 p.m. by Chair Tom Quigley.
<u>ROLL CALL</u>	<p><u>Tree Board Present:</u> Chair Tom Quigley, Board Member Waters, and Board Member Yabroff</p> <p><u>Absent:</u> Board Member Manickam and Board Member Munniks</p> <p><u>City Staff Present:</u> Sarah Ruether, Planner, and Sand Guinn, Sr. Administrative Assistant</p> <p>MAIN MOTION: to excuse Board Members Manickam and Munniks</p> <p>Motion by: Board Member Waters</p> <p>Second by: Board Member Yabroff</p> <p>Action for the Main Motion: PASSED 3 - 0</p> <p>Vote: Ayes: 3 Nays: None Abstain: None</p>
<u>APPROVAL OF AGENDA ORDER AND CONTENT</u>	Chair Quigley noted there was a consensus to make no changes.
<u>PUBLIC COMMENTS</u>	Chair Quigley submitted an email sent Wed 11/27/13 9:28 AM from Scott Christ to Thomas Quigley, which Tree Board members and staff discussed. Concerns expressed in email were with trying to obtain the permits needed for the expansion of the Adventura course at Redhook within Tract A, development and maintenance of storm water drainage basins located on private land and City of Woodinville policies, guidelines, and/or regulations for the same, requirements in land use planning for trees, and if permits meet approval and the manner in which that is communicated.
<u>BUSINESS AND</u>	

<u>DISCUSSION ITEMS</u>	
<i>Approval of September 25, 2013, Regular Tree Board Minutes</i>	<p>1. <u>Approval of September 25, 2013 Tree Board Meeting Minutes</u></p> <p>Tree Board approved the regular meeting minutes of September 25, 2013, as presented.</p> <p>MAIN MOTION: to approve the regular meeting minutes of September 25, 2013, as presented.</p> <p>Motion by: Board Member Waters Second by: Board Member Yabroff Action for the Main Motion: PASSED 3 - 0 Vote: Ayes: 3. Nays: None. Abstain: None.</p>
<i>Discussion and Review of Landscaping Code and Proposed Recommendations</i>	<p>2. <u>Discussion & Review of Landscaping Code and Proposed Recommendations</u></p> <p>Board members and staff discussed tree credits in Industrial zone (60) and Commercial Business District (30); the need to have code that makes sense; the City of Redmond landscaping standards, Chapter 21.32; the advantages and disadvantages of permeable surfaces, how effective is pollution absorption with low impact development; taking 2 or 3 applications and beta testing it against recommended code changes (based on this make changes if needed) and when to bring the landscaping code and the tree code to the Planning Commission and City Council and which should go first.</p> <p>Board member Yabroff commented that we have not answered “Heavily forested, how much is enough?” If you meet this number of tree credits, you don’t have to keep planting. Dead trees become fuel for forest fires.</p> <p>Board members requested Planner Ruether to:</p> <ol style="list-style-type: none"> a) Provide the Tree Board with research on permeable surface (pros and cons, when is permeable soil feasible and appropriate) and pollution absorption with low impact development; b) Contact a planner at City of Redmond to get their first hand experience on the landscaping code; c) Bring back at the next meeting a review of all that has been done on the proposed code changes; and d) Discuss with Development Services Director Kuhl the best process to accomplish the code changes and when they will be taken forward to Planning Commission and City Council. <p>Ms. Ruether encouraged the board members to have citizens they know apply for the vacant Tree Board position due to Board member Waters election to City Council.</p>

<u>PUBLIC COMMENTS</u>	None
<u>DIRECTOR'S REPORT</u>	None
<u>ADJOURNMENT</u>	Chair Quigley called the meeting adjourned. The meeting was adjourned at 6:30 p.m.

INTENTIONALLY
BLANK

AGENDA ITEM 2



To: Tree Board **Date:** January 22, 2014
From: Dave Kuhl, Development Services Director *DK*
By: Sarah Ruether, Planner *SR*
Subject: Review of 2013 Proposed Changes to Tree Regulations

ISSUE: Shall the Tree Board review the Current Tree Code and Proposed Recommendations for Changes to the Code?

STAFF RECOMMENDATION: To review and consider proposed changes as part of the Tree Board work plan for 2014

POLICY DECISION: The Tree Board provides an advisory role to the City Council on matters of trees and urban forestry.

BACKGROUND/ANALYSIS:

Year in Review and Proposed Code Changes during 2013

The Tree Board over the last year has worked on multiple proposed changes to the current tree regulations to simplify and remove onerous requirements from the current tree permit removal code. This staff report will highlight and summarize the proposed changes discussed during the Tree Board meetings in 2013.

Highlights of the Proposed Code Changes per 2013 Tree Board Meetings:

Additional Exemptions/Change to Arborist Requirements

- Remove the code requirement that a qualified tree professional have a tree risk assessment qualification from the International Society of Arborists for the determination of nuisance trees. Instead, an arborist with the International Society of Arborists would be required but would not have to have the secondary qualification of tree risk assessment for a nuisance tree.
- Allow Development Services Director and staff to make determination on allowing the removal of nuisance and hazard trees when, if by visual inspection by a layman without professional arborist training, it is obvious that the tree meets the criteria as a nuisance or hazard tree.
- Allow dead trees to be exempt from tree permitting requirements.

Change to Threshold to Require a Permit for Tree Removal/Applicability

- Change WMC 21.15.020 Applicability to change the threshold for requirement of a tree removal permit. Currently the definition of a significant tree, according to code is a tree that is more than six inches diameter at-breast-height. This would be changed to a threshold of twelve inches diameter at-breast-height and the definition of a significant tree would become twelve inches diameter at-breast-height.
- Allow applicant to credit two years worth of an allowance of tree credits for healthy tree removal, if they agree not to remove any trees for the next two years.

New System for Tree Credits –Simplify Tree Credit System and Create a Tiered Approach

- Propose a new tiered tree credit requirement per property and number of healthy trees to be removed per year based upon the size of your lot. See Attachment A: Proposed Tree Removal Tiered System.
- Propose a new system of grouping trees into tree credit categories that consolidates the tree credit system into 5 categories of tree credit sizes from a previous system of 21 categories of tree credit sizes, to simplify the tree credit system. See Attachment B: Proposed Tree Density Credits Worksheet, DRAFT

Exemptions for Tree Planting on Site due to Infestation or Disease

- An exemption is proposed if best management practices determined by an ISA certified risk assessment arborist recommend that due to diseased soil, or other infestations, that the full tree credits required to be planted be delayed or not replanted for a specific period of time. This will be permitted at the discretion of the City Tree Official based on the arborist's report, if, based on the arborists report, the delayed replanting is the best action to ensure the long-term health and survival of the trees in the vicinity and to prevent further spread of disease. Alternative compliance may be required at the discretion of the City Tree Official and the replacement of trees planted on another site approved by the City Tree Official, when a certified arborist finds and the City Tree Official concurs, that replacing trees on the original site will result in an increased likelihood of the trees not surviving.

Use of Landscaping Code for Commercial and Industrial Properties and removing Tree Code Requirements for Commercial Zoned Properties and Multi-Family :

- The Tree Board recommends developing a more comprehensive landscaping code for all nonresidential properties so that it is more comprehensive in it's approach. This would allow the onerous, and therefore, unpractical requirements of the tree code on commercial properties, to be removed. Instead, the tree retention would be covered by the landscaping code. It was discussed in Tree Board meetings that 30 tree credits per acre in the CBD and 60 tree credits per acre in other commercial zones was not a reasonable requirement in highly urbanized areas. Therefore, a landscaping code that allows more flexibility for green design and alternative ways to green an urban area would be a better code mechanism to provide alternatives for trees and vegetation that is reasonable for urban zoning.

Modification of Tree Removal Requirements in Critical Areas and Native Growth Protection Areas

- Native growth protection areas are generally very dense with vegetation; and therefore, meet or exceed required tree credits. The code provision for removal of a tree in a Native Growth Protection area and critical areas needs clarification in the cases where re-planting may not be possible or promote the best health of the area. An exemption to allow a qualified tree professional to determine if no replanting would be required in an NGPE would be permitted at the discretion of the Tree Official.

Proposed 2014 Work Plan for Tree Board

The proposed Tree Board 2014 work plan is included as Attachment C. The work plan includes taking the 2013 proposed changes to the tree code to the Planning Commission and City Council in the first and second quarter of 2014. It also includes maintenance of our Tree City USA status and later in 2014 more research on implementing an electronic system for tree permit removals.

**RECOMMENDED ACTION:
REVIEW PROPOSED OPTIONS AND MAKE RECOMMENDATIONS**

- Attachment A: Proposed Tree Removal Tiered System DRAFT
- Attachment B: Proposed Tree Density Credits Worksheet DRAFT
- Attachment C: Proposed 2014 Work Plan for Tree Board

Attachment A: Proposed Tree Removal Tiered System DRAFT

DRAFT Tree Removal Tiered System

Per the Tree Board's recommendation the proposed number of tree credits required has been modified below.

Size of Lot	CURRENT CODE Tree Credits Required	PROPOSED Tree Credits Required	CURRENT CODE Number of healthy trees per year that may be removed	PROPOSED Number of healthy trees per year that may be removed
7,200 sf or less	30	20	2	1
7,201 – 10,000	60	30	2	1
10,001-20,000	60	40	2	2
20,001-30,000	60	50	2	3
30,001-40,000	60	60	2	4
40,001-50,000	60	60	2	5
50,001-60,00	60	60	2	6

Attachment B: Proposed Tree Density Credits Worksheet DRAFT

DRAFT

TREE DENSITY CREDITS			
DIAMETER (Inches) (Size range for the category of tree) (Tip: Trees are measured at 4.5 inches off the ground for diameter which is half the circumference of the tree, extra small trees are measured at the base of the tree)	COUNT (Fill In Number of Each type of Tree)	CREDITS (Use as a multiple, this is the amount of credit given to each tree you have of that size)	TOTAL (Number of Trees x Credits)
EXTRA SMALL TREES			
1.0 inches to 6.6 inches		0.5	City Staff will calculate at review
SMALL TREES			
6.7 inches to 23.1 inches		2.18	City Staff will calculate at review
MEDIUM TREE			
23.2 inches to 36.0 inches		6.0	City Staff will calculate at review
LARGE TREE			
36.1 inches to 50.0 inches		11.25	City Staff will calculate at review
EXTRA LARGE TREE			
50.1 inches to 66.1 inches and above		20.0	City Staff will calculate at review
TOTAL NUMBER OF TREES:			TOTAL TREE CREDITS (Add all credits from each size of tree) City Staff will calculate at review
LOT SIZE Square Feet or Acres (43,560 sf =1 acre)	(Fill in lot area here)		TREE DENSITY ((total tree credits)X(total acreage)) City Staff will calculate at review
REQUIRED CREDITS Lot Size _____ Required Tree Credit Per Acre _____	(City Staff to calculate required tree credits at review): Required Tree Credits for TRE _____ _____		Please see Tree Removal Tiered System for Tree Credit Requirement Based on Lot Size

Attachment C: Proposed 2014 Work Plan for Tree Board

City of Woodinville, Washington
TREE BOARD COMMISSION 2014 WORK PLAN

	WORK PLAN ELEMENT	DESCRIPTION	FIRST QUARTER 2014 -1	SECOND QUARTER 2014-2	THIRD QUARTER 2014-3	FOURTH QUARTER 2014-4
1	TAKE RECOMMENDED CHANGES TO SIMPLIFY TREE CODE MADE BY THE TREE BOARD TO PLANNING COMMISSION AND COUNCIL FOR ADOPTION	Take recommended tree code changes to the planning commission and council for review based on the work done by the Tree Board in 2013	Take to Planning Commission	Take to Council		
2	REVIEW LANDSCAPING CODE AND MAKE RECOMMENDED CHANGES	Continue to review landscaping code and make recommendations to update the landscaping code to include low impact development and green development incentives and give developers more options for landscaping. Parallel to those changes would be to remove the tree code requirements from properties located in the CBD and Industrial zone.	Take to Planning Commission	Take to Council		
3	RETAIN MEMBERSHIP AS TREE CITY	Apply to be a Tree City USA each year ongoing. This requires an event to celebrate Arbor Day each year and a dollar spent per each citizen per year on tree related planting and maintenance.	Arbor Day is April 9, 2014		Begin application for Tree City USA	Complete application for Tree City USA
4	RESEARCH WHETHER IT IS FEASIBLE TO HAVE TREE REMOVAL PERMIT TO BECOME AN ELECTRONIC PERMIT	Determine whether iTree or other software can be used to electronically determine tree density instead of requiring the property owner to do a tree inventory. Use selected tree inventory software so it electronically produces tree coverage data, and evaluate its use with online permitting.		Research available software Evaluate software's ability to accurately measure tree density and work with online permitting applications	Develop a mock electronic permit system	Take findings to council

