



**CITY OF WOODINVILLE**  
**TREE BOARD AGENDA**  
REGULAR MEETING WEDNESDAY, OCTOBER 10, 2012 4:30 PM *GP*



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

- 
- 4:30 1. **CALL TO ORDER**
  - 4:32 2. **APPROVE AGENDA IN CONTENT & ORDER**
  - 4:35 3. **PUBLIC COMMENTS/GUEST SPEAKER**
  - 4. **PUBLIC HEARING - None**
  - 4:40 5. **PLANNING DIRECTORS REPORT**
  - 4:45 6. **APPROVAL OF MINUTES**
    - a. Approve Minutes/Notes of March 14, April 11th, and April 18th
  - 4:50 7. **NEW BUSINESS**
    - 4:55 a. Elect Chair
    - b. Study Session: Street trees in downtown
  - 5:45 8. **UNFINISHED BUSINESS -**
    - a. Study Session: Tree Board By-Laws
  - 5:55 9. **TREE BOARD SCHEDULE**
  - 6:00 10. **PUBLIC COMMENTS**
  - 6:05 11. **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: October 4, 2012**  
**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, CALKINS ROOM  
17301 133RD AVE. NE, WOODINVILLE, WA 98072  
NEXT REGULAR MEETING NOVEMBER 7, 2012, 5:30 PM



## TREE BOARD MEETING NOTES REGULAR MEETING OF MARCH 14, 2011

DRAFT

<b>Board Members Present</b>		
X Johan Luchsinger	X Jey Manickam	X Thomas Quigley
<input type="checkbox"/> Vacant	X Olga Bonilla	
<b>Staff Present</b>		
Hal Hart, Development Services Director	Sandy Guinn, Sr. Administrative Assistant	
<b>Guests/Public in Attendance</b>		
Steve Yabroff		
Called to Order at:	Meeting Location:	Chairperson:
4:32 p.m.	Calkins Room	Johan Luchsinger
Agenda	X Approved	<input type="checkbox"/> Modified
Approval of Minutes:	<input type="checkbox"/> NONE	
<b>PUBLIC COMMENT</b>		
<p><b>Steve Yabroff (President of his homeowners association), 19320 162<sup>nd</sup> Avenue NE, Woodinville, WA.</b>            Mr. Yabroff thanked the Tree Board members for their service to the community and requested the Board review the Tree Removal application to make it a little less daunting and clearer for the average citizen, while preserving the intent to preserve the tree canopy. Mr. Yabroff's neighbor had a dead tree that they wanted removed, but had difficulty with understanding how to complete the Tree Removal application. The Tree Board members explained that currently 2 trees per year may be removed without completing an application, there is no cost for a Tree Removal permit, and, once the applicant has enough tree credits identified, the applicant can stop identifying the remaining trees on their property. There was further discussion regarding does "species" "lot size" and "zoning" need to be on the form, the City performing public outreach, creating a simple "how to complete" application instructions (line-by-line instructions), that could, also, show the approved way of marking trees and what happens once enough tree credits are identified. There was consensus for the Tree Board to add this as an agenda item to the next Tree Board meeting.</p>		
<b>DIRECTOR'S REPORT</b>		
<p>Mr. Hart advised that the City Council will appoint a new Tree Board member at the March 20th City Council meeting and the City Council appointed four new members to the Planning Commission. Director Hart commented that Department of Natural Resources will come to City Council and provide recognition to the City for the Arbor Day/Tree City USA events performed throughout the year.</p>		
<b>NEW BUSINESS</b>		
<p><b><u>Study Session: Arbor Day &amp; 2012 Tree Board Public Outreach Efforts:</u></b>            The Tree Board discussed various types of outreach and agreed to volunteer on three Arbor Day/Earth Day outreach items consisting of the following:</p>		
<b>Date:</b>	<b>Location</b>	<b>Opportunity/Event</b>
April 14, 2012	<u>Woodin Creek-Sammamish River</u>	– Volunteer and Information Opportunity along the Sammamish River near Woodin Creek confluence (10AM to 2 PM) Potential Tree Planting Event – (staff to check with King County)
April 21, 2012	<u>21 Acres</u>	- "Earth Day a Local Celebration" Information Booth (along with many others) on the Tree Board (2 – 6 PM)
April 28, 2012	<u>City Hall</u>	- Arborist Demonstration By Tom Quigley, Tree Trimming including Japanese Maples and other trees. (10 to 11 AM)
<p><b><u>Study Session: 2012 Tree Board Work Program</u></b>            Director Hart provided a brief introduction, as many of the work items were discussed under the Tree Board public outreach efforts. The Tree Board discussed having tours to see Woodinville's tree canopy and discuss where more trees should be placed (including Little Bear Creek and Sammamish River), helping preserve factors that enhance salmon, land coverage in the City's watershed, and how to protect the tree canopy. Tree Board Member Quigley distributed a copy of the "City of Woodinville Tree Canopy Assessment". Discussion ensued and the Board directed staff to pursue re-engaging University of Washington to have an analysis completed by 2014. The Board requested that Public Works Director be a guest speaker at the next Tree Board meeting and talk about Public Works projects and the affect ROW projects have on the City's tree canopy. Staff was directed to include election of new Chair and review of</p>		

By-Laws as future agenda items.	
<b>UNFINISHED BUSINESSES</b>	
<b><u>Study Session: Continued Review of the 1998 Community Urban Forestry Plan – Review Vision Statement and 21 Goals of the Plan</u></b>	
<p>Director Hart provided a brief introduction, commenting that the Vision Statement was developed out of Woodinville's Comprehensive Plan. Discussion ensued regarding revising the Vision Statement, the public process, having the Planning Commission participate in the review, 'diverse trees' vs. 'native trees' and what is 'mature'. The Board commented that the Plan does not mention 'native habitat'. Director Hart stated that the City will need to adopt a revised plan with new 'whereas', with more science and local ecology. The Chair requested Board Members review the Vision Statement and goals and email comments and recommendations directly to Director Hart.</p>	
Next Meeting:	April 11, 2012
Meeting Adjourned at: 5:50 PM	
Notes Prepared by: Sandy Guinn	Date: March 14, 2012



## TREE BOARD MEETING NOTES REGULAR MEETING OF APRIL 11, 2012

<b>Board Members Present</b>		
X Johan Luchsinger	X Jey Manickam	X Thomas Quigley
X Michael Munniks	<input type="checkbox"/> Olga Bonilla	
<b>Staff Present</b>		
Hal Hart, Development Services Director	Sandy Guinn, Sr. Administrative Assistant	
<b>Guests/Public in Attendance</b>		
Public Works Director Thomas Hansen		
<b>Called to Order at:</b>	<b>Meeting Location:</b>	<b>Chairperson:</b>
4:30 p.m.	Calkins Room	Johan Luchsinger
Agenda	<input type="checkbox"/> Approved	X Modified Agenda: Motion by Tom Quigley, second by Chair Luchsinger, to add to today's agenda under New Business "Introduction of new Tree Board member, Michael Munniks". Motion passed unanimously.
Approval of Minutes:	X NONE	
<b>PUBLIC COMMENT/GUEST SPEAKER</b>		
<p>Public Works Director Thomas Hansen introduced himself to the Board and commented that he has a Forest Engineering degree, 3 classes shy of a Forest Management degree. Mr. Hansen said he looks for balance between preserving tree canopy and native trees that add value and function, providing public safety, cost of right-of-way, and being smart about where placing sidewalks, bike lanes, planter strips and new trees (e.g. trees placed under utility lines do not grow into healthy trees). Director Hansen said utility companies have the legal right to trim and top trees under utility lines. He expressed there would be more value (tree canopy) to plant 3 trees in a forest canopy area and plant low growing native plants underneath utility lines. Development Services Director Hart distributed the Wildlife Habitat Connectivity Emphasis Area map and recommended including the map in the to-be-updated 1998 Forestry Plan. PW Director Hansen responded to Board members' questions about upcoming public works projects, who he consults with when making decisions and reviewing projects, and how the Tree Board influences him. Chair Luchsinger requested that, in the future, the City should look at on-street parking in the downtown core. In addition, the Board requested staff forward to board members the City's Tree Removal Application and copy of Canterbury Square artist rendition that was recently shown to City Council. Commissioner Munniks requested a copy of the WRIA map.</p>		
<b>DIRECTOR'S REPORT</b>		
<p>Director Hart said the City was honored for its 16 years as a Tree City USA member at the last City Council meeting. He said in order to be designated as a Tree City USA member, the City must have a tree care ordinance, an urban forestry plan (how to maintain our tree canopy as we grow and add 3,000 housing units and 5,000 jobs), a tree board, and staff that can implement the goals. He provided an update to the Canterbury Square property and some of the issues to be looked at, including height and density, buffer width of stream, if able to move the stream, and ped soils. Director Hart responded to questions from the Tree Board. Mr. Hart commented that the Board should review the Canterbury project when it comes in. In addition, he advised the Board they need to review the 1998 Forestry Plan by Year 2013 to see if it is in sync with the City's Comprehensive Plan. Director Hart discussed future landscaping training for staff and the Tree Board's participation. The Tree Board advised that they have expertise in this field and would like to assist with the training. The Tree Board requested not to have a guest speaker at the May meeting, as there is a lot of work the Board and staff need to accomplish. The Chair requested that nominations for Tree Board Chair occur at the May meeting. Tree Board members directed staff to bring back the Tree Removal application as an agenda item for the next Tree Board meeting.</p>		
<b>NEW BUSINESS</b>		
<p>Introduction of new Tree Board Member, Michael Munniks: Board member Munniks said he lives in the Vineyards, just above McCorry's, and is on the homeowner's association board. He was pleased to find out that the City has a Heritage Tree program and he may have a candidate for the Tree Board, if there should be a vacant position.</p>		

Tree Board By-Laws: During staff's presentation it was noted that the By-Laws have not been updated since 1999 (when adopted). The Board briefly discussed updating the by-laws and agreed to review the materials provided in the staff report and provide comments to Ms. Guinn. Staff was directed to bring this item back to the next Board meeting, including a modified version of the current Planning Commission By-Laws.

## UNFINISHED BUSINESSES

### Study Session: Arbor Day & 2012 Tree Board Public Outreach Efforts:

The Tree Board discussed various types of outreach and agreed to volunteer on three Arbor Day/Earth Day outreach items consisting of the following:

<b>Date:</b>	<b>Location</b>	<b>Opportunity/Event</b>
April 14, 2012	<u>Woodin Creek-Sammamish River</u>	– Volunteer and Information Opportunity along the Sammamish River near Woodin Creek confluence (10AM to 2 PM) Potential Tree Planting Event – (staff to check with King County)
April 21, 2012	<u>21 Acres</u>	- “Earth Day a Local Celebration” Information Booth (along with many others) on the Tree Board (2 – 6 PM)
April 28, 2012	<u>City Hall</u>	- Arborist Demonstration By Tom Quigley, Tree Trimming including Japanese Maples and other trees. (10 to 11 AM)

Staff advised that they extended an invitation to the Woodinville Garden Club to attend the events via the Garden Club's website, phone call, and letter.

Review of the 1998 Community Urban Forestry Plan – Review Vision Statement and 21 Goals of the Plan – Development Services Director Hart recommended that the Wildlife Habitat Connectivity Emphasis Area map be included in the to-be-updated 1998 Forestry Plan. Board agreed that the Board needs to review the 1998 Community Urban Forestry Plan at future meetings.

Motion by Jey Manickam to extend meeting 5 minutes, seconded by Chair Luchsinger. Motion passed unanimously. Meeting was, again, unanimously extended.

Next Meeting:	April 18, 2012
---------------	----------------

Meeting Adjourned at: 6:20 PM

Notes Prepared by: Sandy Guinn

Date: April 11, 2012

CITY OF WOODINVILLE  
TREE BOARD  
Special Meeting

Wednesday  
April 18, 2012

6:00 p.m.  
City Hall, Council Chambers

1. CALL TO ORDER:

The special meeting of the Woodinville Tree Board was called to order at 6:00 p.m. by Chair Luchsinger.

2. ROLL CALL:

PRESENT: Chair Johan Luchsinger, Commissioner Michael Munnick, and Commissioner Thomas L Quigley

ABSENT: Commissioners Olga Bonilla and Commissioner Jey Manickam

Also present were Hal Hart, Development Services Director; Susan Boundy-Sanders, Councilmember; Planning Commissioners Paula Waters, David Ormerod, and Kathy Heywood; and Sandy Guinn, Senior Administrative Assistant.

3. NEW BUSINESS:

Tree Board members toured Woodinville's Central Business District (CBD) with Planning Commissioners Waters, Ormerod, and Heywood, and Development Services Director Hart to review commercial design standards. Ms. Guinn remained in the Council Chambers.

Notes taken during tour:

**Stop One: Discussion of the City Hall and N.W. Woodland Character**

What are the components of design guidelines?

Northwest Woodland Character (NWC)

Wood

CMU

The City of Woodinville through successive ordinance updates has moved away from encouraging metal and does not allow it as a siding except perhaps if the Development Services Director wanted it for a specific reason. Rick Parks of TRF said the inspiration was "feed and seed" mercantile businesses of the past.

Hal – Allowed hammered metal shroud /screen for pizza oven vent cover.  
Discussion and questions with regards to the blend of various materials.

The design intent was to ensure that we were drawing from the agricultural/agrarian forms of buildings of the past that were once common to the valley.

A significant component of NW woodland character is the specific setting of the building within its landscaping. Keeping and preserving trees where possible; creating a grove of trees can block the mass of the building.

## **Stop Two: Discussion of 133<sup>rd</sup> and 173<sup>rd</sup> intersection**

Parallel parking on 133<sup>rd</sup> both sides;  
 12-foot sidewalks on pedestrian oriented streets;  
 8-foot sidewalks elsewhere or non-pedestrian oriented streets;  
 Discussion of what unencumbered sidewalk means – 12 feet is unencumbered;  
 No bike lanes at this location; and  
 No transit on 133<sup>rd</sup>.

Redevelopment of east side of 133<sup>rd</sup> was discussed. It would not be strip malls under the code. Trees would be 25-35 feet on center.

Johan (Tree Board) recommends providing the flexibility to have groves, not just strips of trees.

## **Stop Three: Discussion at the Mid Point of 173<sup>rd</sup>**

173<sup>rd</sup> identification as a grid road.

173<sup>rd</sup> grid road was not needed as a capacity issue. It is to be used for access for Wilmot Gateway Park.

Molbak's says they'll need 173<sup>rd</sup> for access to their properties if/when Garden Way or Canterbury is built.

Currently the road is framed with trees. Tree Plan: Preserve trees where you can. You can mitigate for the loss of the trees by paying into the fund or through improved site design. Native trees are of value to the community. Road expansion and development will mean the loss of trees.

Question: Woodin Creek Stream Buffer?

It could be as little as 50 feet if stream functions can be shown to be preserved but the science would have to support the buffer.

We start with 115 feet buffer on the salmonid stream of this nature. We can mitigate these requirements to 100 feet through enhanced buffer work under the Woodinville code.

Conceptually, if a director's decision is provided as to whether or not the stream is urban or not and the answer is yes, then the potential for buffers less than 100 feet in width is open.

The applicants will have to provide science based evidence that buffers less than 100 feet to no less than fifty feet can work; e.g., still provide adequate protection to the stream's functions and values. The applicant must demonstrate that those values and functions are not damaged. Cool water shaded by trees, silt, water quality, and habitat enhancement. Salmon habitat is to be enhanced and maintained and monitored over time. It makes sense that they look at habitat from the Sammamish River at least through the project site. It may make sense that it is extended through the project site on to neighboring properties as well.

Johan question: Can we move the stream?

Hal: Yes, if the ecological concerns are satisfied/if it can be shown to benefit the resource. There is a significant amount of scrutiny in stream buffer moves.

Tribes have a significant resource role to play concerning salmon recovery. In this watershed, we have some known problems including silt and temperature issues. Habitat improvement must show how these issues are going to be addressed. The improvements must satisfy the Muckleshoot or other tribes, as well as the various resource agencies reviewing the project.

Molbaks (mostly out of sight from this location) properties cross the stream as will the Garden Way grid road cross the stream.

Albertsons is outside of the Pedestrian Core Design District, beyond the East Frame Design District. Albertsons is in the Transition Design District – potentially day-lighting the creek has been discussed previously and is outside the scope of the Canterbury question at this point.

### **Stop Four: Corner of 135<sup>d</sup> and 173<sup>rd</sup>.**

135<sup>th</sup> 12-foot sidewalks (currently six feet from curb edge).

Discussion of the Public Works/Transportation Master Plan Scenarios:

High growth scenario meant more intersections around the City fell to Level of Service (LOS) F;  
Medium growth scenario meant fewer intersections around the city fell to Level of Service (LOS) F;

Low growth scenario meant still fewer intersections around the city fell to Level of Service (LOS) F over time.

Question: What is the status of the Canterbury Proposal?

Answer: It is in its due diligence period. During this period the developer must determine whether the project is viable. To do this, he has asked the City Council to docket the question. For the developer then the questions that are important include:

- The stream which we have discussed. That did not need to be docketed.
- The issues of height and density were the key issues for the developer during this time period (in addition to the stream determination).

If they can have the answers within their due diligence time period, then the project may progress to the formal application stages.

Question from Council member liaison Boundy-Sanders : Why Setbacks/step-backs, could you have the building on the north side of the street with no step back at the upper floor, since the sun is from the south and a step back on the building on the south side of the street would allow more sun exposure.

Johan: Answered avoiding the canyon feel in town is important. If there is a 4 story + building on both sides of the streets, the modulation improves the feel along the street.

Question: Build ability of Canterbury?

Preliminary indications that SW portions of Canterbury site have peat-like soils that will require pilings to build larger structures (note pilings were used across the street at 21 acres as well).

Discussion of notched corner treatments, pedestrian plazas.

Question: How do we get public plazas? As the developer wants height, it is one of the requirements to provide a greater set of pedestrian amenities under the code. Corner treatments also provide for space. The design of that space to be functional is critical. Johan commented on public spaces must be designed with various seasons and sunlight conditions/access to sunlight makes a big difference at different times of the year/seasons.

## **Stop Five: 175<sup>th</sup> and 135<sup>th</sup> Intersection**

175<sup>th</sup> will have five-foot bike lanes;  
 175<sup>th</sup> 12-foot sidewalks; and  
 175<sup>th</sup> will have fewer driveways over time, as we apply the design code. Driveways create safety issues. This is recognized in the Commercial Design portion of the code.

Imagine the progression of the development of the downtown into a more dense community. Parking garages will replace surface parking driveways as growth occurs. We try to balance good signage for the parking structure entrance with safety concerns for pedestrians, cars, and turning movements. On 175<sup>th</sup>, this will be important due to the traffic volumes.

Want to make sure that parking is still convenient to retail doors. Significant tour discussion on 175<sup>th</sup> look and feel. Significant noise difference between the intersection at 135<sup>th</sup> and 173<sup>rd</sup> and 135<sup>th</sup> and 175<sup>th</sup>.

Rick Parks noted that you want to make sure that driveways take customers to the parking lot behind the structure that is fronting 175<sup>th</sup>.

Discussion of the balance between getting customers to the stores and events in the downtown. Molbak's wanting advanced notice of events being schedule on 175<sup>th</sup> since this is a critical artery for customers who may visit his store. It was commented on that the grid roads should help in this matter since alternative routes will be increased for automobiles and pedestrians with 135<sup>th</sup> connecting to either 171<sup>st</sup> to the south or to Woodinville Snohomish to the north.

Rick Parks noted there was a good example at Sixth and Union in Seattle (US Bank Tower) where you want to avoid just on ingress/exit where possible.

The group engaged in a "debate about speed limits" along 175<sup>th</sup>. Some comments that it should be slower NOT faster to encourage window shopping and a walking experience. Acknowledgement that there may be a trade off between speed relating to capacity and slower movement for pedestrian orientation at intersections, along the street with parking movements etc....

Dave Witt commented that we want to serve Woodinville business customers and not just the traffic through, we want those pass through trips to stop in town.

TRF's Rick Parks noted that bypass will take more traffic if the 135<sup>th</sup> and Garden Way Grid roads are completed/built.

Discussion about keeping 175<sup>th</sup> as an access road for future retail shops along the street. It becomes “Main Street” with retail shops on the ground level and residential above, a walking street for those living in the downtown and those coming to downtown for the walking and shopping experience. The north and south by-pass roads should take the traffic that wants to drive thru town to get to Bothell to the west and Duvall to the east. Therefore, traffic is slower on 175<sup>th</sup> with those who want to stop in town to pick up something at a store and come into downtown on the grid roads or on 175<sup>th</sup>.

Another discussion took place with regards to whether or not parking on 175<sup>th</sup> was a good way to improve the pedestrian experience.

Doug’s Boat property was discussed. Retailers such as Bartell’s and others have wanted to break into the Woodinville market. Land values have made that difficult. How can they be accommodated at the various sites under our current code? The retailers are looking at various properties, but price is an issue and the businesses do not have unlimited resources to place a store.

With regards to the Doug’s Boats/Spady property and the intersection (175<sup>th</sup> and 135<sup>th</sup>), biggest issues include both access and odd shape of the internal parcels. The Bell property has recently completed a lease agreement running for 10-15 years for the gas station.

Discussion about land assembly for new projects at the intersection (175<sup>th</sup> and 135<sup>th</sup>) and the required grid road. Mr. Hart noted that one of the land use issues that developers continually mention with regards to this property is the odd shape and the need for a land assembly effort, plus the surplus Fire Department land would be needed to build the grid road from 175<sup>th</sup> to Woodinville Snohomish Road.

There may be easements connecting the properties between TRF’s holdings. That may be a beneficial link taking internal shopping traffic off of 175<sup>th</sup>, perhaps from Top Foods to other shopping as far south as 133<sup>rd</sup> in the future. There are currently a variety of business activities on the Doug’s boat properties, and they own other notable businesses, including Challenger Ridge Winery.

The property owners are looking for a bigger variety of uses than the current code allows for. Question: Does the Downtown CBD Allow for drive-through windows?

At the present, 175<sup>th</sup> is “still devoted to the car.” Next iteration of the downtown may be to move the car uses from the downtown and enhance the pedestrian experience. (Note: This is more of natural progression of real estate prices according to some, rather than a stated design standard per se).

## **Stop Six: TRF Development/DeYoung Park Fronting 175<sup>th</sup>**

The street metrics are the same as what we were discussing at the previous intersection.

Eaves under the old code could meet our standard at 4 feet. The new standard is six feet. On this tour we will start to see the difference. One question for the group is could it be even wider, to say eight feet? Another question was: How could the designs be enhanced?

Discussion of the street and sidewalk issues. Public Works concerns are safety and liability of having our citizens or visitors in harm's way as they sit on the City's right-of-way. Public Works/City concerns as to the outdoor café issues have been addressed in a variety of ways.

Rick Parks explained who the business owners association group is and how difficult it is to get 43 business owners to sign on to a new agreement – bound by recording in public record of proration of all the costs, including storm-water, etc..., etc., that would include some additional property fronting 175<sup>th</sup> beyond what they currently have.

The Tree Board's Tom Quigley was asked to comment upon what he sees going on with the street trees along 175<sup>th</sup> generally. He sees soil compaction issues, buckling sidewalks, and root zone issues with the existing tree pits. He suggest that the City of Woodinville look at alternative ways to design for the things that trees need. New designs will increase the root zone area.

A question as the group moved along 175<sup>th</sup> about the DeYoung Park was raised. Why is the park under-utilized?

It was commented by various members that current grove is nice; but, there is visual blockage and not connection into the park, as the bushes have grown up over time and the structure adds to the visual blockage as well. Some members of the tour commented that they enjoyed the art at this park. There is no grass in the park, maybe a water-feature?

Noted that the Wood Element was added to Big Fish along 175<sup>th</sup>. The wood trellis and the paint colors add to the NW Woodland character.

New landscaping planting strip along 175 in front of the Panera, Taco del Mar, etc. installed by the City was praised. There is a wall that has been placed under the sidewalk as a root barrier. There is more room for the roots to expand parallel with the sidewalk as Tom Quigley mentioned.

The new awnings standard of six feet provided coverage for two two-person café seating. The tables are often found grouped together to seat four patrons outside. The TRF land area only accommodated enough for one two person table in a row against the building at the present time. People tend to rearrange these tables daily.

## **Stop Seven: Garden Way - 175<sup>th</sup>**

12-foot sidewalk;  
Parallel parking;  
No bike lane;  
Street trees; and  
Standard travel lanes.

Discussion of how to break up mass of a building...e.g. how TRF did it under the code that the City had at the time. Agrarian past was highlighted in the TRF design using metal siding. Discussion of Molbak's landscaping providing a green frame to 175<sup>th</sup> currently creates a different feel along the street. Molbak's screen lends something important to the community's character. From a design perspective, we want the business doors up to the sidewalk or close with some areas set aside for plantings.

Discussion about the TRF visual entry way into the site. The original wood structure was a wood pole structure that wicked water and began rotting through. It was no longer safe

according to Rick Parks. Discussion by Johan and others as to how the pedestrian oriented space in front of Jamba Juice can be made even more successful.

Recommendations from the architects present: For inarticulate buildings like Jamba Juice, add exterior or external articulations, including awnings. People like shelters. The term 'tenanting' was used in this conversation, meaning "to hold or occupy as a tenant; dwell in; inhabit." Therefore, if people are going to occupy the space in front of these stores for a while, a bit of shelter may be useful and create a greater sense of security to the pedestrian.

The use of roll up doors was commented upon...that people like the indoor/outdoor experiences. Use of landscape in front of Jamba Juice along 175<sup>th</sup>, similar to what happened to the south in front of Taco Del Mar, would probably make people more comfortable and more interested in sitting outdoors. Looking at Starbucks site across the street, the use of trellis structure created an outdoor room with some setback from 175<sup>th</sup> and the materials used enhanced the NW woodland character.

Question: Who maintains the flower pots downtown? Answer from Brian Meyer of Woodinville Public Works: The City takes care of the ones no one else does (that means approximately 3/4 of the pots down 175<sup>th</sup> are taken care of by the City.) TRF, however, has their own care taker who handles the TRF potted plants.

## **Stop Eight: 140<sup>th</sup> Street and 175<sup>th</sup> Street Intersection**

12-foot sidewalk;

Parallel parking exists in places – although, the City does not envision placing more parking on this street;

No bike lane though bikers use it;

Street trees required; and

Standard travel lanes 4 with a center turn lane.

A key issue at the intersection would be determining what improvements could make the intersection more pedestrian friendly.

Discussion of the mature street trees creating a beautiful frame for the street at different seasons. Discussion of the importance of undergrounding utilities so that the trees do not have to be cut so often.

Small grove of existing Douglas Firs at the 7-11 site noted. Noted that topping trees and limbing up trees is a constant educational effort by the City to the development community. However, looking around town you will at least note the limbing up process.

Napa Auto store's magnificent Castaneda sativa or Spanish Chestnut was pointed out by Tom Quigley and other Tree Board members. The plaque notes: The City of Woodinville "Heritage Tree" Presented to the Adair Family January 12, 1998.

## Stop Nine: Ilahie Holding Company's Woodinville Towne Center

Site issues:

The project was built prior to current codes. This limits what can be accomplished under existing code to what is being proposed to be upgraded. Marketing efforts for grocery stores tend to fall into different market segments. For example: The Americans with Disability Act (ADA) accessibility issues must be addressed so that disabled individuals can negotiate the sidewalks, ramps, stairs, etc..., etc...,

The owners recently completed a market demand study.

- Segment one is the value segment – marketing to customer looking for great value – price sensitive could be a smaller end store.
- Segment two was the larger store – marketing to traditional chain stores in the 40,000 to 60,000 square foot range.
- Segment three is the upscale store – marketing the lifestyle experience around food. These stores can range from smaller to larger stores; e.g., a Trader Joe's to a Metropolitan Market.

A big problem/or significant problem is visibility at this location according to a variety of sources (including realtors and others). Things that inhibit that visibility include the gas station and row of businesses on either side of the main grocery store, as well as the geography of the site itself.

According to Ilahie, their private sector analyses notes that there is a significant leakage of grocery dollars from this trade area.

At one point, the QFC had come to the City and discussed various properties around town, including the site of an existing church on 171<sup>st</sup> and 140<sup>th</sup> across the street from the Woodinville Medical Center.

They were willing to consider, at least in discussion, looking at structured parking opportunity in the City of Woodinville. Ultimately, the site they were looking at was not willing to sell the property and the firm looked elsewhere for expansion opportunities.

Future upgrades to the center could include items such as: (1) improved access from 140<sup>th</sup> street. This may mean creating a new path for automobiles as they enter the upper parking lot trying to access a future grocery tenant.

Other updates: They already removed pine trees and updated with a deciduous variety. They may improve the parking lot as well. No specific details have been offered other than a coat of black tar over the existing asphalt.

UW Physicians is an outstanding tenant/client for Ilahie.

## Stop 10: Mill Place and Garden Way

This was the final tour stop. The intersection was discussed. The Tree Board members pointed out the large tree that had been planted adjacent to the BCC Credit Union banking kiosk at this

location. Generally, the landscaping was appreciated by both members of the Tree Board and the Planning Commission at this location.

This is a signalized grid road intersection; and  
This intersection is on the bus route.

Notice the additional bus kiosk that was added in this area south of the intersection on Garden Way is a relatively new concrete pour with public bus shelter.  
Staff pointed out the maple leaves within the concrete, two-toned concrete colors.  
Johan from the Woodinville Tree Board, along with others, noted that the corner seating didn't work perfectly next to the Pallino's restaurant. The exposure to sun was late afternoon. The back of the bench is at eye level for those in the restaurant due to grade issues, and the person potentially using the seating may not feel comfortable with so many eyes on them from the restaurant. There was a suggestion that, if the open area could somehow be linked to the restaurant, they could have outdoor seating. Since the south face of the restaurant is right up against the parking area, there is no opportunity for outdoor seating on that side of the building.

The question was raised about the design of the TRF center – why a huge parking lot on the street and the stores so far back? Discussion about this being the nature of suburban development for many, many years and, until very recently, the accepted mode reflecting a car-centered lifestyle.

At the intersection to the west side. Architects agreed that, by linking the notched seating area together with a set of small steps, they could improve the space from the parking lot directly to the corner itself. People are obviously using the break in landscaping for a cut-through now, so this would simply formalize the use of the site that is taking place already. Also, adding a Sequoia tree to the site might give it a balance, since the other corner diagonally across the street has such a specimen tree.

TRF shopping from the intersection was discussed. Director Hart noted that Ross Dress For Less was already a significant (top 20) store for the City of Woodinville in terms of tax base. Hart pointed out the lighting was brighter than originally anticipated.

Discussion of University Village at this point – there was a brief overview - started in the 1950s and it evolved, as did the store line up and anchors. In the 1950s, the store anchor was Rhodes Department Stores, later Lamont's Department Stores, and finally it was Barnes and Noble. The Barnes and Noble is now gone and being replaced by a home furnishings store, but not for the entire space.

Discussion of the shopping shed: The question was what was the size (population of the area) for the existing shopping shed. Hal Hart thought it might be around 68,000. Staff will need to check to confirm that number.

#### 4. ADJOURNMENT

Meeting adjourned at 8:00



CITY OF WOODINVILLE, WA  
**REPORT TO THE TREE BOARD**  
17301 133rd Avenue NE, Woodinville, WA 98072  
WWW.CI.WOODINVILLE.WA.US

---

**To:** Tree Board **Date:** October 10, 2012  
**From:** Erin Martindale, Senior Planner  
**By:** Sarah Ruether, Planner *SAR*  
**Subject:** Election of Tree Board Chair

---

The proposed bylaws of the Tree Board, in Article II, Section 3, states:

"In the event of the resignation or expiration of term of the Chair, the Board shall expeditiously elect a new officer to fill the vacancy."

At the meeting on October 10, 2012, the Tree Board Staff Secretary will call for the nomination of the Tree Board Chair. Three times the nominations for office of Chair will be called, then the nominations will be closed. Seconds are not necessary after each nomination. The Secretary will then call for a vote beginning with the first nomination. Once the Chair has been elected, the gavel will be turned over to the newly elected Chair.

The Chair will serve from October 10, 2012 through December 31, 2012, or until a successor is elected.

**RECOMMENDED ACTION:**  
**HOLD NOMINATIONS AND ELECTION OF TREE BOARD CHAIR AND ACCORDING TO THE PROPOSED BYLAWS OF THE TREE BOARD.**



CITY OF WOODINVILLE, WA  
**REPORT TO THE TREE BOARD**  
17301 133rd Avenue NE, Woodinville, WA 98072  
WWW.CI.WOODINVILLE.WA.US

---

**To:** Tree Board **Date:** October 10, 2012  
**From:** Erin Martindale, Senior Planner  
**By:** Sarah Ruether, Planner *SAR*  
**Subject:** Tree Species Selection for Downtown Woodinville

---

**ISSUE:** Shall the Tree Board review the recommended list of street trees for the downtown area?

**STAFF RECOMMENDATION:** To review the proposed street trees and provide feedback on the species selection.

**POLICY DECISION:** The Tree Board provides an advisory role to the City Council on matters of trees and urban forestry. The Tree Board is being asked to review and provide feedback on a proposal for street tree species for downtown Woodinville. The Tree Board is asked to review the proposed tree species for consistency and fit into the goals of the Downtown Streetscape Master Plan. The tree species chosen for this plan will have a significant impact on the look and feel of the downtown.

**BACKGROUND/ANALYSIS:** The Council is currently reviewing a proposed Streetscape Framework Plan. The Plan is intended to provide standards for the development of the streetscape as part of development. As part of the approval of this Plan, the Tree Board is asked to review Chapter 3 of the Plan, which recommends different tree species that they match the function and character of each street type. There are four types of streets proposed in the Streetscape Master Plan: Main Street (NE 175<sup>th</sup> Street), Downtown Grid Streets, Parkways, and Lanes. The following tree species are proposed for each type of street:

Main Street/NE 175 <sup>th</sup> Street:	Match the existing maple species along NE 175 <sup>th</sup> Street
Downtown Grid Street:	Medium size species (up to 40' tall) to create urban space and color
Parkways:	Large trees (60' – 70' tall) to create a naturalistic landscape ring
Lanes:	Smaller trees (up to 30' tall) to create a smaller scale and pedestrian feel

**RECOMMENDED ACTION:**  
**REVIEW THE PROPOSED STREET TREE SPECIES LIST, AND RECOMMEND SPECIES FOR DOWNTOWN STREETS, AS PRESENTED (OR AS AMENDED)**

**DRAFT Streetscape Framework Plan, Chapter 3**

# 3 STREETScape FRAMEWORK PLAN

The *Streetscape Framework Plan* illustrates an overall strategy for how each street fits within the downtown street network. Each street in the downtown contributes to the overall image of the downtown, but not all streets will have the same function and character. The framework plan identifies four different types of streets and illustrates the geographic relationship between the them. The *Streetscape Framework Plan* ensures that the different street types and street design standards compliment each other and together support a single vision for Downtown Woodinville.

Street segments that serve as gateways to downtown Woodinville are identified on the *Streetscape Framework Plan*. Gateway signage is addressed in the *Signage and Wayfinding Plan*.

## STREET TYPES

The *Streetscape Master Plan* recommends expanding the range of street types to four from three streets that were in the previously proposed *Little Bear Creek Corridor Master Plan*, there are as follows:

- A Main Street
- B Downtown Grid Streets
- C Parkways
- D Lanes

### A MAIN STREET (NE 175TH ST.)

NE 175th Street serves as Woodinville's *Main Street* and should have its own unique character. Functionally, it is the main route through the downtown, is geographically in the center of the downtown and provides access to a majority of the businesses and destinations in the downtown. *Main Street* must accommodate up to 17,000 vehicles per day and have smooth traffic flow, while providing a comfortable pedestrian environment along the sidewalks.

For NE 175th Street to achieve a unique design character, many of the streetscape elements should be different from those chosen for the other streets, such as the street tree species, lighting, or paving materials.

### B DOWNTOWN GRID STREETS

The *Downtown Grid Streets* do not have to accommodate large traffic volumes, so are intended to provide parking, access to businesses, and urban open space. *Downtown Grid Streets* will be narrow and have lots of "friction" along the edges to keep traffic speeds low. They will have a mix of parking ranging from parallel to angled to perpendicular depending on the specific right of way.

### C PARKWAYS

*Parkways* encircle downtown Woodinville and provides relatively high vehicular capacity at moderate speeds; these streets include: Woodinville-Snohomish Road, 140th Avenue NE, NE 171st Street and 131st Avenue NE. *Parkway* streets will be planted to reinforce and connect the existing open space features adjacent to them. Once built out, the *Parkways* will create an informal naturalistic landscape ring around the downtown core and will contrast with the other more urban and formal downtown street types.

### D LANES

Similar to alleys, *Lanes* are narrow and very slow mixed-mode streets, typically without sidewalks, that allow vehicular access but give priority to pedestrians and cyclists. *Lanes* provide connections between streets and through parking lots and provide access to the sides and backs of buildings.



# 5 PLANTINGS

## STREET TREE BENEFITS

Research on street trees has shown that they have many benefits, including:

- Significant “place making” value
- Traffic calming effect and crash reduction
- Air pollutant and particulate absorption
- Carbon dioxide absorption
- Stormwater quality and quantity mitigation
- Summer shade and associated energy savings
- Physical and mental health benefits
- Increase in retail sales and rental values

## TREE SELECTION

Trees are one of the more important design elements when defining the character and quality of a street.

Criteria for the selection of the street trees for the different streets in the downtown include:

- Relatively small scale to preserve views.
- Native or regionally appropriate.
- Deciduous, to provide summer shade and allow winter sun.
- Relatively small leaf size to allow filtered sunlight and minimize maintenance problems (clogging storm drains, major leaf removal program).
- Open, irregular branch structure to allow views and sunlight to penetrate to surrounding buildings and serve as a counterpoint to the strong lines of existing background architecture.
- Generally upright oval or pyramidal shape to fit within narrow sidewalk area.
- Provide interest and color in more than one season if possible (particularly spring and fall).

- Adaptability to urban environment.
- Maintenance needs of tree such as leaf size, branch strength, water requirement, privacy, fruit or sap issues.

### CANDIDATE SPECIES INCLUDE:

**Main Street** - match existing trees along NE 175th Ave

- *Acer rubrum* ‘Scarsen’, Scarlet Sentinel Maple

**Downtown Grid Streets** - medium size trees up to 40’ tall (not to be planted under utility wires)

- *Pyrus calleryana* ‘Aristocrat’, Ornamental pear
- *Ginkgo biloba* ‘Autumn Gold’, Autumn Gold Ginkgo
- *Cercidiphyllum japonicum*, Katsura tree

**Parkways** - large trees 60 -70’ tall (not to be planted under utility wires)

- *Liriodendron tulipifera*, Tulip Tree
- *Liquidamber styraciflua*, Sweetgum
- *Acer saccharum*, Sugar Maple

**Lanes** - small trees up to 30’ tall

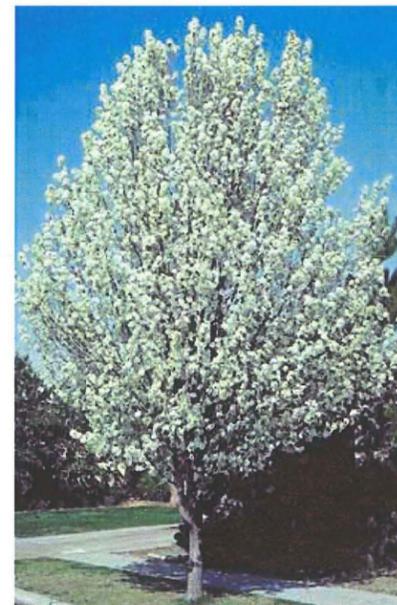
- *Prunus Sargentii*, Sargent cherry
- *Styrax Japonica*
- *Acer buegerianum*, Trident Maple
- *Acer Griseum*, Paperbark Maple
- Japanese Stewartia

## MAIN STREET



*Acer rubrum*, Red maple

## DOWNTOWN GRID STREETS



*Pyrus calleryana* ‘Aristocrat’, Ornamental Pear



*Ginkgo biloba* ‘Autumn Gold’, Autumn Gold Ginkgo



*Cercidiphyllum japonicum*, Katsura Tree

**PARKWAYS**



*Liriodendron tulipifera*, Tulip Tree



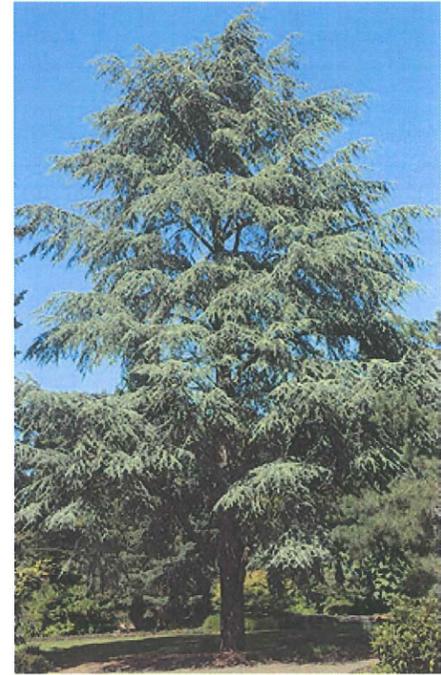
*Liquidamber styraciflua*, Sweetgum



*Acer saccharum*, Sugar Maple



*Pseudotsuga menziesii*, Douglas Fir

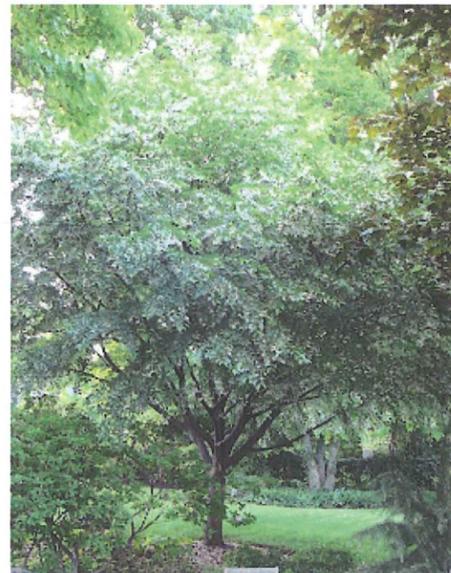


*Cedrus atlantica*, Atlas Cedar

**LANES**



*Prunus sargentii*, Sargent Cherry



*Styrax japonicus*, Japanese Snowbell



*Acer buegerianum*, Trident Maple



*Acer griseum*, Paperbark Maple

## STREET TREE SOILS

To improve the health and life expectancy of the street trees, structural soil is recommended adjacent to all tree pits under the flexible zones, where the concrete unit pavers will also allow some air to pass through to the soil and roots. Structural soil can be compacted to 95% of dry density to support sidewalks and other paved areas, but will allow tree roots to extend through it and under the paved areas. Structural soil mixes typically comprise about 20% clay loam soil mixed with 80% 1 to 3/4-inch angular gravel, which forms voids for the soil and roots.

Since structural soil has 80% less soil per cubic foot than regular soil, approximately five times as much volume of structural soil should be used to provide each tree with an adequate growing medium. The structural soil zone should be at least 36" deep.

Planting soil should be used in the tree pit itself, where 95% compaction is unnecessary.

## SHRUBS AND GROUNDCOVERS

The sidewalk extensions at tree planters, and individual planting strips will be planted with ornamental plants or groundcovers to provide visual interest, reinforce the separation between the street and the sidewalk, and to help mitigate the impacts of traffic on pedestrians.

Design criteria for selection of ornamental planting include:

- Low maintenance.
- Hardy and able to withstand occasional foot traffic.
- Bright color, preferably in all seasons.
- Low in height to allow drivers and pedestrians to see one another, particularly at intersections.
- Seasonal color.

Ornamental shrubs and groundcovers to be considered in the detailed design phase include:

- *Cistus x purpureus* 'Brilliancy', Pink rockrose
- *Lavandula angustifolia*, Lavender
- *Festuca ovina* 'Glauca', Blue fescue
- *Pennisetum alopecuroides*, Fountain grass
- *Phormium tenax*, New Zealand flax
- *Rosmarinus officinalis*, Rosemary
- *Miscanthus sinensis*, Maidenhair grass
- *Calamagrostis arundinacea* 'Karl Foerster', Feather reed grass
- *Gaultheria shallon*, Salal
- *Viburnum davidii*, Viburnum
- *Berberis thunbergii*, Japanese barberry
- *Equisetum hyemale*, Horsetail
- *Arctostaphylos uva ursi*, Kinnikinnick
- *Cotoneaster dammeri*, Bearberry cotoneaster
- *Ceanothus gloriosus* 'Heart's Desire', Wild lilac



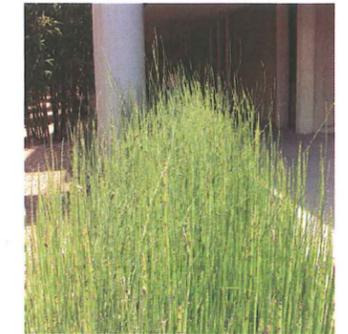
*Rosmarinus officinalis*, Rosemary



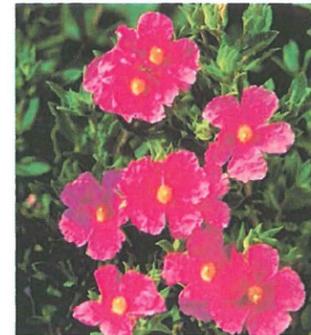
*Lavandula angustifolia*, Lavender



*Calamagrostis arundinacea* 'Karl Foerster', Feather reed grass



*Equisetum hyemale*, Horsetail



*Cistus x purpureus* 'Brilliancy', Pink rockrose



*Phormium tenax*, New Zealand flax



*Miscanthus sinensis*, Maidenhair grass



*Mahonia nervosa*, Longleaf mahonia



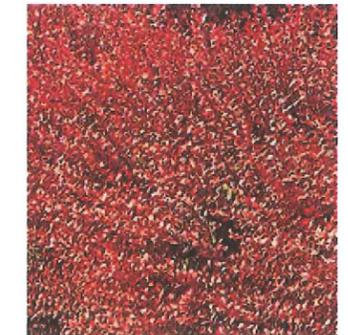
*Gaultheria shallon*, Salal



*Miscanthus sinensis*, Maidenhair grass



*Festuca ovina* 'Glauca', Blue fescue



*Berberis thunbergii*, Japanese barberry



*Viburnum davidii*, Viburnum



*Ceanothus gloriosus* 'Heart's Desire', Wild lilac



*Arctostaphylos uva ursi*, Kinnikinnick



*Cotoneaster dammeri*, Bearberry cotoneaster



CITY OF WOODINVILLE, WA  
**REPORT TO THE TREE BOARD**  
17301 133<sup>rd</sup> Avenue NE, Woodinville, WA 98072  
WWW.CI.WOODINVILLE.WA.US

---

**To:** Tree Board **Date:** October 10, 2012  
**From:** Erin Martindale, Senior Planner *EMM*  
**By:** Sarah Ruether, Planner *SR*  
**Subject:** Adoption of Tree Board Bylaws

---

**ISSUE:** Shall the Tree Board review the proposed Tree Board bylaws for adoption?

**STAFF RECOMMENDATION:** To review and adopt the proposed bylaws.

**POLICY DECISION:** Woodinville Municipal Code (WMC) 2.24 defines the roles and responsibilities of the tree board, which serves as an advisory capacity on specific tree issues to the City Council. The Tree Board is required to establish bylaws in order to define the duties and responsibilities of the board, the organization of the board, and the rules for running meetings and conducting the business of the board.

**BACKGROUND/ANALYSIS:** The proposed Tree Board bylaws have been re-formatted from your last review to be consistent with the City's other advisory boards regarding the way they run their meetings and conduct business.

**RECOMMENDED ACTION:**  
**ADOPT THE PROPOSED TREE BOARD BYLAWS, AS PRESENTED (OR AS AMENDED).**

Attachment 1 – Proposed Tree Board Bylaws

**BYLAWS OF THE TREE BOARD  
OF THE  
CITY OF WOODINVILLE**

**ARTICLE I**

**DUTIES AND RESPONSIBILITIES**

The members of the Tree Board accept the responsibility of the office and shall perform such duties as defined under applicable State of Washington Statutes and City of Woodinville Ordinances. The Tree Board (hereinafter "the Board") serves in an advisory capacity to advise the City of Woodinville on specific tree-related matters as defined in WMC 2.24

**ARTICLE II**

**ORGANIZATION OF THE BOARD**

1. A Chair shall be elected by the Board at the first regular meeting of the calendar year or as soon thereafter as feasible.
2. In the event that the Chair is absent, a Chair pro-tem shall be elected informally by the members present, and assume the duties of the Chair until the Chair's return.
3. In the event of the resignation or expiration of term of the Chair, the Board shall expeditiously elect a new officer to fill the vacancy.
4. The Chair shall preside at all Board meetings and have the powers generally assigned such office in conducting the meetings. It shall be the Chair's duty to see that the transaction of Board business is in accord with law and with these bylaws.
5. The Chair shall preside at all meetings of the Board. The Chair shall be a full voting member of the Board and shall be able to participate fully in its activities. The Chair shall sign all correspondence of the Board. The Chair shall supervise the preparation of the agenda for all meetings.
6. The Board shall be assigned a staff secretary. The staff secretary shall be the Development Services Director or his/her designee(s). It shall be the secretary's duties to act as staff to the board by preparing reports and agendas, providing notice, performing research, reporting to the Board on any relevant topics or occurrences, creating minutes of the Board meetings, and any other Board-related duties as necessary.

**ARTICLE III**  
**MEETINGS**

1. Regular meetings shall be held on the first Wednesday of each month. Meetings shall be held in the Calkins Room at City Hall, located at 17301 133rd Ave NE,

Woodinville, WA, and shall begin at 5:30pm and end at 6:30pm. When a regularly scheduled meeting falls on a holiday, the meeting shall be cancelled with appropriate notice to all parties and the public. At regular meetings, the Board may consider all matters that may be properly brought before the Board without prior notice being given to the members. However, a unanimous vote of the Board must be taken in order for action to be taken regarding a new agenda item.

2. Special meetings may be held upon call of the Chair, as necessary. Special meetings shall be noticed to all parties and the public.
3. Any regular meeting may be recessed to a definite time and place by a majority vote of the Board members present at the meeting.
4. A quorum shall consist of three (3) or more voting members of the Board. No action can be taken in the absence of a quorum.

#### **ARTICLE IV** **VOTING AND ACTIONS OF THE BOARD**

1. At all meetings of the Board, each voting member shall have one (1) vote on each motion. The affirmative vote of the majority of members present shall be necessary for the adoption of any motion or voting matter, unless otherwise specified in these bylaws or applicable City ordinances. There shall be no voting by proxy.
2. Each formal action of the Board shall be embodied in a formal motion which will be entered verbatim in the Minutes. The Chair shall, at the Chair's discretion or at the request of any Board member, read the motion before being voted on.
3. Each Board member shall vote on all questions put to the Board unless a conflict of interest or an appearance of fairness question under state law is present. A yes, no, or abstention will be recorded as such.

#### **ARTICLE V** **ORDER OF BUSINESS**

The order of business of the Board meetings shall be:

1. Call to Order
2. Roll Call
3. Flag Salute
4. Approve Agenda in Content and Order
5. Public Comments
6. Business and Discussion Items
  - a. Approval of Minutes
  - b. Business and Discussion Items
7. Public Comments
8. Director's Report
9. Adjournment

Upon approval of a majority of the Board Members present at a meeting, the above order of business may be changed to accommodate issues, speakers, etc.

**ARTICLE VI**  
**CONFLICTS OF INTEREST**

All members of the Board shall exercise every effort to avoid conflicts of interest, or the appearance thereof, in the actions of the Board. Any member who in his/her judgment has an interest in any matter before the Board that would tend to prejudice his/her actions shall so indicate publicly, shall step down and abstain from the deliberations and voting on that matter.

**ARTICLE VII**  
**ABSENCES**

The accumulation by any member of two (2) consecutive or a total of three (3) unexcused absences from regular meetings during a calendar year constitutes grounds for recommendation by the Board to the City Council for removal of that member. An excused absence will be granted to any member who notifies the Development Services Director or Chair in advance of the meeting.

**ARTICLE VIII**  
**AMENDMENTS**

These bylaws may be amended from time to time, at any meeting of the Board, provided that notice of the proposed amendments, together with the precise wording of changes, shall be given each member in writing, at least five (5) days prior to the meeting. The affirmative vote of at least (3) members shall be required to adopt any changes to these bylaws. All amendments to the bylaws shall be submitted to the Mayor and the City Council for their information.

**CERTIFICATION**

The undersigned Secretary of the City of Woodinville the Tree Board does hereby certify that the above and foregoing bylaws having been duly adopted and amended October 10, 2012, by the members of said Tree Board as the bylaws of said Tree Board.

\_\_\_\_\_  
Sarah Ruether, Staff Secretary  
Woodinville Tree Board

\_\_\_\_\_  
Date



CITY OF WOODINVILLE, WA  
**REPORT TO THE TREE BOARD**  
17301 133rd Avenue NE, Woodinville, WA 98072  
[WWW.CI.WOODINVILLE.WA.US](http://WWW.CI.WOODINVILLE.WA.US)

---

**To:** Tree Board **Date:** October 10, 2012  
**From:** Erin Martindale, Senior Planner  
**By:** Sarah Ruether, Planner *SAR*  
**Subject:** Tree Board Schedule

---

Pending the outcome of the bylaws discussion on proposed meeting date and time, staff will discuss future meeting schedules and agenda items. Potential future items include:

1. Tree Fund recommendations for 2013-2014 budget
2. Tree Protection regulations review and amendment
3. 2013 Tree Board Work Plan