



EDMONDS CITIZENS' TREE BOARD

APPROVED MINUTES

October 2, 2014

The Edmonds Citizens' Tree Board Meeting was called to order at 6:04 p.m. by Board Member Paine in the Brackett Room, 3rd Floor City Hall, 121 5th Avenue North, Edmonds, WA.

BOARD MEMBERS PRESENT

Steve Hatzenbeler
Darcy MacPherson
Roy Smith
Anna Heckman
Rick Zitzmann
Barbara Harrell (arrived 6:06 p.m.)
Susan Paine
Renee Travis (arrived 6:17 p.m.)

STAFF PRESENT

Kernen Lien, Senior Planner
Elizabeth Walker, Consultant
Jeanne McConnell, Engineering Program Mgr. I
Jeannie Dines, Recorder

ELECTED OFFICIALS PRESENT

Joan Bloom –City Councilmember

1. CALL TO ORDER

Board Member Paine called the meeting to order.

2. ROLL CALL

All board members were present with the exception of Board Members Harrell and Travis (who arrived later).

3. APPROVAL OF AGENDA

Board Member MacPherson moved to approve the agenda; seconded by Board Member Zitzmann. Motion carried unanimously.

4. APPROVAL OF MINUTES

It was agreed the notes of the August meeting were not official minutes because there was not a quorum.

- a. **July Minutes**
- b. **September Minutes**

Board Member MacPherson moved to approve the July and September minutes; seconded by Board Member Zitzmann. Motion carried unanimously.

5. AUDIENCE COMMENTS

Jan Bush, Elm Place, Elm & 6th Ave S, explained they are interested in developing a strategic plan for landscaping and trees in the common area of Elm Place..

Sandy Gilbert, Elm Place, Elm & 6th Ave S, explained the homeowners own the property from the drip line/eaves of their residences in and the remainder is common area for which homeowners share the cost of maintenance. The development was built in 1989; the landscaping includes many large Bigleaf Maples. They want to make responsible decisions with regard to the trees.

Board Member Paine explained the Tree Board is not a decision-making body; it is advisory to the City Council. Mr. Lien described the process for removal of trees on private property, commenting Elm Place is a PRD that includes an approved landscape plan; tree removal permits to date have been processed as a landscape modification. Willow Creek also flows through Elm Place and critical area regulations apply to trees within the creek buffer. He suggested rather than individual requests, looking at the entire Elm Place property via one permit. He provided his contact information.

6. UNFINISHED BUSINESS

a. Arbor Day Planning

Board Member Paine distributed materials that will be available at the Arbor Day table at the Summer Market. Board Member MacPherson will bring several potted conifers, Board Members Heckman and Travis will bring books. Board Members identified their availability to staff the table.

7. DISCUSSION

a. Review of First Draft of Code Revisions

Consultant Elizabeth Walker explained this is a rough first draft to identify the process and requirements. Definitions refer to items in code; it is not a glossary of terms. She and Mr. Lien reviewed the proposed code revisions.

Discussion followed regarding definitions, exemption for trees in critical areas, tree removal permits, when to bring an arborist into tree removal permits, tree removal with new development versus on existing development, landmark trees, community impact of large trees, educating the public on options to removing a heritage tree, cost of a tree permit, fee for violation, difficulty justifying replacement above minimum tree density by zone without an Urban Forestry Plan, criteria for removing more than 2 trees in 36 months, criteria for approving/denying a tree removal permit, tree removal to restore views or existing conditions, and private property rights. Ms. Walker will develop tree permit types based on discussion.

With regard to minimum tree units, Board members and staff discussed providing a lot size range rather than specifying the zone, when minimum tree units apply, applicability of CAO for trees in critical areas, definition of tree removal, adding maintenance of previously topped trees as an exemption to tree removal, including a date in the code for legal reasons, view easements/covenants to protect views, and adding a definition of tree unit.

Mr. Lien advised he will return with a revised draft that will include ROW trees and reflect tonight's discussion. The goal is a public hearing in December on the draft code. Information regarding the tree code update will be included in the City's quarterly email newsletter. He suggested the Board discuss a location/date for the public hearing at next month's meeting.

Board Member Paine suggested adding trees to the Complete Streets code and making them an essential part of the transportation infrastructure.

8. NEW BUSINESS – None

9. TREE BOARD MEMBER COMMENTS

Board Member Smith announced he does not plan to renew when his term expires at the end of the year. He has enjoyed serving on the Tree Board.

Board Member Heckman offered to provide materials from the International Society for Horticulture Science NW Chapter conference that she attended in Vancouver, Washington.

Board Member Paine advised she plans to resign when her term expires in December due to the travel requirements of her new job. She expressed interest in staying involved as a volunteer. She relayed the City Attorney's advice that Council action is required for (Alternate) Board Member Travis to become a board member.

Board Member Paine cautioned board members not to use their home emails at any time as it puts the City at risk due to the Public Information Act.

10. ADJOURNMENT

With no further business, the Edmonds Citizens' Tree Board adjourned at 7:58 p.m.

Future Meetings:

October 4, 2014 – Arbor Day

November 5, 2014 – Tree Board