

*DRAFT MINUTES OF THE ENCINITAS URBAN FOREST ADVISORY COMMITTEE REGULAR MEETING*

*August 22, 2024, 5:30 P.M., 505 SOUTH VULCAN AVENUE*

**CALL TO ORDER / INTRODUCTIONS**

Committee Chair Mark Jenne called the meeting to order at 5:34 P.M.

Present: Committee members Mark Jenne, Linda Schnieder, Brad Lefkowitz, Matt Palumbo

Absent: Brian Bishop, Richard Brocchini

Also Present: Christopher Kallstrand, Dudek; Hansen LeClair, Dudek; Melissa Lane, City of Encinitas; Rob Tobin, City of Encinitas

There being a quorum present, the meeting was in order.

**ORAL COMMUNICATIONS / NON-AGENDA ITEMS**

None.

**CHANGES TO THE AGENDA**

Move agenda item 4 (Request to Plant a Tree Permit) for discussion prior to agenda item 2 (Tree Species list) since it applies to the agenda item.

**AGENDA**

1. REVIEW AND APPROVE DRAFT MEETING MINUTES FROM JULY 25<sup>th</sup>, 2024

SPEAKERS: The committee reviewed the meeting minutes from the July 25, 2024 meeting.

COMMENT: None.

**COMMITTEE ACTION:** Committee member Mark Jenne made a motion to approve the minutes from July 25, 2024. Matt Palumbo seconded. Motion carried. Ayes: 4; Nays: 0; Absent: 2, Abstain: 0

2. REQUEST TO PLANT A TREE PERMIT

SPEAKERS: Chris Kallstrand mentioned Katrina Burritt has been helping to spearhead the tree species list, as well as the creation of a request to plant a tree button to help resolve a few issues. It would create an easy way for residents to request to plant a tree. A recommendation for this button would be when a user clicks on it, it would then take the user to a list of recommended trees that are pre-approved by the city. Mark Jenne reminded Chris the request to plant a tree permit is agenda item number 4. Request to move agenda Item 4 (Request to Plant a Tree Permit) for discussion now since it ties into Agenda Item 2 (Tree Species List). Once a resident selects a tree, the tree species and the resident's location would get pushed to the city arborist and the city arborist would be able to review the tree to see if it is appropriate for the planting area and take into consideration other factors. By being able to do this, it may help to eliminate the need for a species list by having either the city arborist or planning director review and approve requests. Katrina has reached out to the city's information technology department for the creation of a Request to Plant a Tree Button. This would be for streets trees only. A recommendation was made that once the electronic process is completed, it might be a good idea to make people aware of the tree tracker system. That way if a resident likes a tree in the neighborhood they can go online and identify what species it is.

COMMENT: None.

COMMITTEE ACTION: No action from committee, UFAC to receive an update from Katrina Burritt at the next committee meeting.

3. REVIEW AND DISCUSS THE UPDATED TREE SPECIES LIST & RECOMMENDED SPECIES

SPEAKERS: Chris Kallstrand reiterated that many of the tree lists that are currently used by the city are outdated. A recommendation was made to potentially eliminate any obsolete lists and just have a Do Not Plant List and keep the important information from the tree species list regarding utilities and other important information to assist arborists when approving trees in specific locations. For developers, they have a landscape architect that proposes a landscaping pallet for the site which gets submitted and approved by the Planning Department. However, a key requirement for the landscaping pallet is that fifty percent of the vegetation has to be native vegetation to San Diego

County. The consensus for the tree species list is to keep the important notes but to eliminate the outdated trees and unnecessary information. Chris Kallstrand will check to see if the notes are in the Urban Forest Management Plan, however if not then the information will need to be added. The committee would like to move towards a more general list and eliminate any outdated lists.

COMMENT: None.

**COMMITTEE ACTION:** No committee action required, City Arborist to provide an update at the next committee meeting.

4. **SUBCOMMITTEE PRESENTATION ON PARKING LOT SHADING REQUIREMENT OUTLINE & PROPOSAL**

SPEAKERS: Brad Lefkowits and Matt Palumbo put together a focused outline regarding recommended improvements to the parking lot tree requirement. Requirements regarding container size and maturity should be replaced by a recommended species list and improved area conditions. The recommendation is to increase square footage of planting areas to give trees a chance to reach full maturity and health, however, reduce number of trees required. Currently the requirement is one tree per five spaces and the planting area dimensions no less than four feet. However, the new recommendation is to have one tree per twenty spaces and have dimensions no less than sixteen feet. Another recommendation is having bioswales and/or permeable surfaces nearby to capture rainwater as well as consulting with the city arborist for tree recommendations that can survive the harsh conditions in a parking lot. The ultimate goal is to have trees that are going to get large and create shade, while being able to survive harsh parking lot conditions. Other parts of the recommended proposal may include, incentivizing long term health and success of the trees. At one of the previous UFAC meetings Linda Schneider did some research on incentives that other municipalities have. An option to consider is also adding in the conditions of approval that developers will sign stating they shall maintain their trees accordance to ISA standards, which is the pruning standard that is followed by the city. Chris Kallstrand will identify next steps for the UFAC. The committee will need to come up with a plan and/or presentation to present at the Planning Commission.

COMMENT: None.

**COMMITTEE ACTION:** Have a specific proposal by the next meeting to review and approve so it can move forward to the Planning Commission.

5. **AGENDA ITEMS FOR FUTURE MEETINGS- NEXT MEETING OCTOBER 24<sup>th</sup>, 2024**

- Review and Approve Meeting Minutes from July 25<sup>th</sup>, 2024
- Parking Lot Shading Requirement
- Request to Plant a Tree Permit
- Tree Species List
- Heritage Grove Signage

**ADJOURNMENT**

Meeting was adjourned at 6:34 P.M.

DRAFT