MEMO

To: Urban Forestry Plan Advisory Committee
   Jeff Nelson
   Scott Lindberg
From: Tom Schauer
Re: Attachments for December 18 Meeting
Date: December 15, 2006

Attached are three items for Monday’s meeting. I will go over them at the meeting, but I wanted to distribute them for those who are interested in reading them an advance of the meeting. I will bring hard copies to the meeting.

1. An Urban Forestry Plan “Actions Tree”. In summary form, this shows the types of things the City can do to implement an urban forestry plan, and provides some brief examples. All of the detailed ideas fit under these categories.

2. An “Alternatives Matrix” that shows the different players involved in implementing those different ideas. In some cases, only the City is involved in successfully achieving a goal. In others, it takes coordination between numerous players to successfully accomplish a goal.

3. A list of goals, policies, and objectives. The goals and policies provide a general overview of what all of the individual details are intended to accomplish. The goal identifies what the urban forestry plan will continue to strive toward. The policies identify general direction on how to head in that direction. The objectives focus on tangible steps that can be completed to move toward the ultimate goal. The objectives are organized into categories that match the “Actions Tree”, so the work can be broken into specific tasks and assigned.

There are also a few miscellaneous issues identified at the end of the document.

The list of goals, policies, and objectives identifies proposed actions to address the issues that were previously identified. The list of goals, policies, and objectives is derived from two sources:

1. the issues that were previously identified and compiled in Technical Memo 4 based on the work completed on the other documents (including issues the committee identified through the field photo inventory).
2. the issues that were generated during the brainstorming sessions from the previous meetings. Scott summarized the comments and compiled them, and I will bring that summary to the meeting.

At the meeting, I want to be sure this captures the general direction of the committee, resolve any questions that may be outstanding that the committee raised, and begin to prioritize tasks and begin to assign work on the various tasks. In assigning work on tasks, I want to clarify what role the committee members want to perform. Should members take on responsibility for completing certain tasks, or should staff perform the work and present information to the committee for direction?
### Urban Forestry Actions Matrix

<table>
<thead>
<tr>
<th>Players:</th>
<th>Development Regulations</th>
<th>Non-Development Regulations</th>
<th>Budgeting</th>
<th>Operations</th>
<th>Enforcement and Penalties</th>
<th>Education</th>
<th>Planning Programs</th>
<th>Advocacy</th>
<th>Partnerships</th>
<th>Lobbying</th>
<th>City as Property Owner</th>
<th>Public Works</th>
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### Direct Tree Actions:

#### Planting

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<tr>
<th>Number</th>
<th>Initial Size</th>
<th>Species</th>
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#### Protection/Retention

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<thead>
<tr>
<th>Number</th>
<th>Size</th>
<th>Location</th>
<th>Proper Protection During Construction</th>
<th>Proper Conditions At Completion of Construction</th>
<th>Proper Long-Term Conditions</th>
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#### Ongoing Health and Maintenance

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<thead>
<tr>
<th>Alteration of Conditions Affecting Root System (Ground Conditions/Ground Cover, etc.)</th>
<th>Shock/Trauma</th>
<th>Disease and Pest Management</th>
<th>Pruning</th>
<th>Irrigation</th>
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*May be ineffective if enforcement can't proactively prevent damage, and penalties only occur after problem has occurred. May provide deterrent effect.
GOAL:
Restore, establish and maintain a healthy urban forest with age and species diversity that keeps pace with urban growth, recognizing the numerous functions and benefits a healthy urban forest provides.

POLICIES:
1. Achieve a healthy urban forest through a multi-faceted approach, including regulation and enforcement, interagency coordination, incentives, education, training, planting programs, partnerships, and celebration of trees and their benefits.
2. Establish a forestry plan that addresses tree planting, protection and retention of existing trees, and ongoing health and maintenance of trees.
3. Establish age and species diversity of trees to ensure a healthy urban forest over the long term which is resistant to disease and insects, and which includes continual planting and replacement of trees to account for tree loss that occurs over time as a result of natural conditions, urban development, and mortality.
4. Recognizing that street trees comprise only part of the urban forest, plan for a healthy urban forest that addresses street trees and other trees.
5. Recognizing that many of the benefits and functions of trees are substantially greater with mature larger tree species, the plan should include provisions to ensure planting of large tree species.
6. Determine realistic tree canopy coverage targets and establish programs to achieve measurable targets within specific timeframes.
7. Take advantage of the “green infrastructure” provided by the urban forest, recognizing trees provide a cost-effective investment toward stormwater management, pollution control, energy conservation, “heat island” mitigation, and other related benefits.
8. Work within the framework of a “tree ethic” for the city that helps guide decision-making.

OBJECTIVES
I. City’s Development Standards and Regulations (and Non-Development Regulations).
   1. Tree Guide and Street Tree, Front Yard Tree, Parking Lot Tree List.
      - Eliminate multiple permitted/prohibited tree lists. Provide a comprehensive tree list that serves the needs of the Development Code (permitted and prohibited trees) and is also educational and informational.
Ensure the list identifies “the right trees for the right sites”.
Greatly expand list of permitted trees that are suitable to encourage species diversity and remove barriers to species diversity.
Evaluate whether certain trees should be identified as “prohibited” street trees or front yard trees, or whether they should be allowed but not count as part of the “required” street trees, front yard trees or parking lot trees.
Separate the list of permitted “street trees” from “front yard trees” to allow for a greater variety of front yard trees that might now be suitable for street trees.
Consider defining categories of trees to aid selection, such as “parking lot trees”, “street trees”, “front yard trees”, “shade trees”.
Include requirements that at least some trees be large species canopy or shade trees and include requirements to ensure long-term age and species diversity.
Include some requirements to achieve long-term age diversity and species diversity.
Encourage more evergreens and native trees in suitable planting locations where they don’t create conflicts with infrastructure.
In addition to identifying various characteristics of trees and suitability for different sites, the street tree guide should also identify “green infrastructure” qualities for different species, such as the greater effectiveness of larger species for shading, pollution removal, and stormwater management.
Where overhead utilities exist, provide for planting of smaller trees under utilities and planting larger trees where there aren’t overhead utilities.
Investigate whether it might be preferable to plant certain larger trees in planter strips that are smaller than optimal, but still achieving more desirable results than planting smaller trees in smaller planter strips, provided they don’t create problems with infrastructure. A less than desirable result with a larger, longer living tree may still be preferable to a smaller, shorter living tree planted in its optimal location.
Identify larger tree species that work well in narrower planter strips and tree wells. Determine whether wider planter strips and/or larger tree wells should be required.
Consider whether some trees are appropriate based on their production of chemicals that may contribute to formation fo smog or be toxic (reference p. 67 of Western Washington and Oregon Community Tree Guide). Balance this with other potential benefits.

2. **Evaluate Planter Strip Standards.**
   - Determine whether standards are sufficient for tree planting, balanced with recognition that additional right-of-way would be required for wider planter strips.
   - Review standards that provide flexibility for front-yard tree planting requirements to ensure planting trees of trees in planter strips.

3. **Parking Lot Trees.** Increase the requirements for parking lot trees, including size of species, planting area, and spacing in order to establish greater shading of paved surfaces.
Eliminate exemptions for paved “outdoor storage” and “outdoor retail” areas for commercial properties, most notably retail car sales lots.

4. **Permitting.** Eliminate confusion and conflicts between Municipal Code and Development Code. For example, if a land use approval includes planting of new trees in planter strips within the right-of-way, do the permitting requirements of the Municipal Code also apply? Are Planning and Field Operations both required to approve the tree plantings?

5. **Tree Retention and Removal.**
   a. **Hillside Development.** Consistent with the community survey that identified a desire to protect hillside trees, review adequacy of existing hillside tree retention provisions and community-wide tree retention provisions. Review site plan review requirements and land division requirements, as site plan review may not contain the same requirements as land divisions. Clarify provisions for parent parcels vs. new lots and rights-of-way. Evaluate whether similar provisions should be added for non-hillside properties, including provisions governing tree deposits and replanting.

   b. **Fees for Removal of Significant-Sized Trees.**
      - Evaluate current code provisions pertaining to fees for removal of significant sized trees. Identify whether fees should be tiered and based on relative value or size of trees. Evaluate whether maximum fee of $2,000 should be retained or eliminated.
      - Ensure fees are evaluated to avoid unintended consequences. For example, if fees for tree removal are too severe, they may become a disincentive for people to voluntarily plant trees if they are concerned they may have a severe fee in the future if they want to remove it for something such as a home expansion.

   c. **Eliminate Loopholes.** Review “development regulations” and “non-development regulations” and eliminate loopholes that allow for tree removal in advance of filing a land use application without the same tree-retention requirements that apply to development sites.

   d. **Stands vs. Individual Trees.**
      - Evaluate whether in some cases the Code should focus on preserving stands of trees rather than individual trees, recognizing there could be greater benefits in the long-term.
      - Explore alternatives to ensure survival of trees that were retained in the interior of tree stands when surrounding trees have been removed, where the remaining trees may be susceptible to wind and sun damage due to inadequate root development and lower canopy vegetation.
e. **Required Trees.** Revise Development Code to prohibit removal of trees planted in conjunction with site plan approval and replacement with smaller or younger trees, predominantly for commercial development. Requirements for planting of long-lived or large canopy shade trees are ineffective if the trees die or are routinely removed and replaced. (See “Education” provisions to work with developers to plant trees where they won’t obstruct signs when mature).

f. **Cluster Development/Natural Resource Preservation.** Consider a development alternative somewhere between a conventional subdivision and a Planned Unit Development, which is more simplified than the PUD process and allows more flexible lot size and arrangement to simplify preservation of trees and natural resources.

6. **Groundcover Conditions.**
   - Evaluate groundcover impacts on root zones of trees and evaluate existing groundcover requirements to identify if any of the code provisions require plantings that might adversely affect tree health.
   - Evaluate whether there are alternatives that encourage retention of leaf litter and organic material around the root zone of trees to encourage conditions conducive to rainfall infiltration.
   - Ensure these alternatives are consistent with aesthetic objectives which require groundcover.

7. **Initial Planting Conditions and Tree Survival.**
   - In addition to ensuring the tree guide provides for trees that are suited to harsh planting locations, evaluate whether the code needs to be amended to ensure appropriate methods of establishing new trees to prevent shock and/or damage that will impact the health of the tree forever. Evaluate whether the inspections should be entirely based on staff review, or whether the installer should provide some certification or guarantee that soil conditions, tree protection, etc. was provided to ensure the survival and health of the trees. Examples include sun damage to the cambium layer of new trees and alkaline soil conditions resulting from leaching of concrete and asphalt. Identify examples of locations where this has/hasn’t been a problem to help determine variables.
   - Evaluate whether requirements for size of initial stock should to a more optimal size that best ensures the survival and health of trees.
   - Update Development Code to clarify irrigation requirements. Require automatic irrigation for planter strips. Evaluate and clarify requirements for automatic irrigation for front yard and/or other landscaping.
   - **Financial Security.** Decide whether financial security should be provided from new development to guarantee survival or replacement of new tree stock for a specified time.

8. **Riparian Trees.** Consider establishing standards for new development to establish minimum tree plantings within riparian zones to improve water quality, riparian habitat, and water temperature.
9. **Street Tree Plan.** Consider development of a specific street tree planting plan in any core commercial areas that currently lack street trees/grates within the sidewalk area.

10. **Property Owner Responsibility for Landscaping Along Existing Frontage Installed Through LID or Other Public or Developer Installed Project.** Together with evaluation of City responsibility for landscaping and irrigation requirements associated with street projects, explore alternatives for responsibilities of adjacent property owners where properties are vacant or already developed.

11. **Heritage Tree Program.** Evaluate whether the City should establish a Heritage Tree Program. Heritage Tree Programs provide protection to significant trees of historic interest. Evaluate how this would interface with and/or affect the Significant Tree recognition program. Heritage Tree Programs are typically regulatory to ensure protection and preservation while also providing recognition, whereas the Significant Tree recognition program is voluntary and provides recognition.

**II. City Budgeting**

1. Evaluate staffing levels and qualifications and contracting options to determine if there is a need for a certified arborist to provide a role in management of the urban forest, especially related to street trees and parks streets.

2. Evaluate whether funding levels are adequate or should be increased for educational materials, educational programs, and planting programs to achieve objectives and targets.

3. Identify a funding source to underground existing overhead utilities.

4. Consider whether the upcoming storm drainage utility should include a financial incentive for properties that have trees of a minimum caliper, with a tiered benefit for trees of larger caliper.

**III. City Operations**

- **Inventory and Monitoring**

1. Conduct a tree canopy analysis of the overall urban forest to assess the current state of the urban forest and help establish tree planting targets and monitor progress toward goals over time.

2. Conduct a street tree inventory to identify age, species, size and health of trees to assess the overall health of this part of the urban forestry and enable management decisions to be made for street trees as a whole rather than on a lot-by-lot basis. Incorporate the inventory into GIS system. Identify sites available for street tree planting to identify potential increase in street trees, as well as constraints, such as overhead utilities. Consider including some information about front yard trees in this inventory to identify areas devoid of trees vs. areas where street trees are small or lacking but where large front yard trees are present and provide canopy.
3. Consider creating a database of new street trees and front yard trees planted in new developments to facilitate a current and updated inventory of street trees.

-Coordination of Plans
1. Ensure the Urban Forestry Plan is coordinated with the Stormwater Master Plan Update. Large trees are an important part of that plan due to the riparian and stormwater quality and management benefits they provide.
2. Establish tree planting provisions that can be put in place before any UGB expansion, so the provisions will apply when urban zoning is provided.

-Financial Incentives
1. In conjunction with the stormwater utility and financing provisions, consider financial incentives for properties that have trees of a specified minimum caliper. Provide progressive incentives for larger trees, proportional to the benefit they provide.

-City Staff Training and Coordination
1. During inspections, staff needs to verify trees are meeting the minimum initial caliper requirements.
2. Provide staff training regarding tree-protection measures and ensure adequate cross-training and clear assignment of responsibility for Community Development staff to ensure appropriate tree protection measures for existing trees are in place at the time of initial inspections and remain in place during subsequent inspections.
3. Provide additional staff training for inspections for adequacy of initial tree health and planting conditions. Coordinate this effort with decisions as to whether landscape professional is required to sign off the final installation, provide financial security, and/or add more specialized technical staff.
4. Evaluate whether there is sufficient staff expertise regarding site modifications that can affect tree health. Provide training or evaluate need to staff specialization in this area.

-Street Tree Management
1. Street Trees. Identify whether the City should take a more proactive role in the management of street trees. Identify whether the City should inventory these trees, evaluate the age and species diversity, health, disease, insect problems, and presence of trees relative to available planting spaces, and establish a proactive management plan. Evaluate whether the City should have in-house staff capacity such as a certified arborist or contract for such a program. If in-house staff, evaluate where in the organization that staff best fits. Evaluate whether the City should begin to directly manage the trees, including planting, pruning, and maintenance, or notify owners of required actions and have them perform the work.

Some communities specify that trees in the public right-of-way are publicly owned and maintained. They have control over the planting and maintenance of
these trees. There is cost and liability associated with this approach. A tree-by-tree inventory is frequently a useful management tool for these communities to establish a maintenance cycle and to assess health, age diversity, and species diversity and plan for planting and replanting based on this information.

The City of Grants Pass provides that these trees are privately owned trees in public or semi-public areas. Property owners are required to maintain the trees and have liability for these trees. Permits are required for planting, removal, and some pruning of these trees. The City has some control over tree species and removal(?), but is unable to establish a routine maintenance cycle, as this is the responsibility of the homeowners, and is handled on a code compliance basis.

-Park Tree Management
This plan won’t focus on specific park tree management decisions, but may include recommendations for future parks to avoid potential conflicts.

-Progress Monitoring
1. Through tree and canopy inventories, evaluation of statistics, and community surveys, monitor progress over time from a technical and perception standpoint.

IV. Code Compliance, Enforcement, and Penalties
1. For trees to be retained, evaluate appropriate penalties for damage to trees or site alterations that will kill trees (altered drainage, inappropriate irrigation, root damage, heavy equipment damage, soil compaction, and imported fill soil placed over roots that suffocates roots).

2. Evaluate current code provisions pertaining penalties for removal of trees in violation development approval or other law. Identify whether penalties should be tiered and based on relative size and value of trees

3. Ensure penalties are evaluated to avoid unintended consequences. For example, if penalties for tree removal are too severe, they may become a disincentive for people to voluntarily plant trees if they are concerned they may have a severe penalty in the future if they want to remove it for something such as a home expansion.

4. Determine code enforcement resources and priorities for review of trees approved through site plan review continue to ensure they continue to thrive and ensure owners replace trees that die or are damaged.

V. Education
1. Tree Walk. Continue to provide programs such as Tree Walks. Evaluate programs for needs, such a printed materials, self-guided walks with a guide, etc. Determine if there are any resource needs to enhance the program. Consider expanding to a series such as a downtown tree walk, tree walks in different parks, etc.
2. Work with local nurseries to ensure they are aware of requirements and any new changes. Ensure they are aware of tree planting requirements and can have time to have available stock of sufficient size and species.

3. **Tree List.** Ensure the street tree list provides an educational and informative component, in addition to a regulatory role.

4. **Work with property owners to avoid tree conflicts.** Education may help with a range of issues. Work with commercial developers to plant trees where they won’t obstruct signs when mature.

5. Increase property owner awareness of ownership issues and permitting requirements for pruning or removal of trees in the public right-of-way.

6. **City Newsletter.** Write a series of short articles to be included in the monthly newsletter. Include information about the benefits of urban forestry.

7. **Brochures.** Develop a series of information brochures addressing key technical issues and explaining benefits of the urban forest. Identify existing sources that may already have such brochures, such as the Arbor Day Foundation and University of Washington Urban Horticulture Program.

8. **Case Studies, Current Events, and Examples.** Use case studies and current events as examples of what is happening in other communities, what is being done proactively and reactively, and the problems they are experiencing and the solutions they are using.

9. Investigate reasons why some people and businesses have not planted trees or don’t want to plant trees. If people haven’t planted trees but aren’t opposed, seek opportunities to plant trees or make it easy for them to have trees planted. If people don’t want to plant trees, identify opportunities to overcome objections, whether education about benefits would help overcome objections, and whether incentives might overcome objections.

10. Work with developers to help them recognize that good tree perseveration and hillside development practices may reduce opposition to development. Some of the opposition to new development may not be related to growth as much as it may be related to certain development practices.

11. Identify why property owners don’t want to have trees replaced when trees are removed from under powerlines.

12. Provide training to staff, contractors, and landscape installers, and members of the development community on technical issues related to tree health, such as initial tree planting issues, proper protection of trees to be retained, etc.
VI. Planting Programs
1. Identify direction on the replacement tree planting program: When trees under powerlines are removed, should smaller trees be replanted under powerlines as street trees, or should larger trees be planted in the front yard, but without replacing smaller trees under the powerlines too. (Gives up on the street trees in these locations).

2. Tree Planting Program. Continue to use the tree planting program to plant larger canopy trees. Set targets for planting consistent with the targets of this plan and provide funding accordingly. Establish “tree ambassadors” to help promote the program.

3. Memorial Tree Program. Continue the Memorial Tree Program. Determine if there are any resource needs to enhance the program. Identify whether the program is operating optimally or whether any aspects should be formalized.

VII. Advocacy
1. Continue to advocate a healthy urban forest through current and expanded programs such as participation in Tree City USA
2. Find other opportunities to be an advocate, such as proclamations, etc. and when informal opportunities arise.
3. Significant Tree Recognition Program. Continue the program to recognize significant trees. Determine if there are any resource needs to enhance the program. Identify whether the program is operating optimally or whether any aspects should be formalized.

VIII. Partnerships
1. Establish partnerships with public landowners, private landowners, individuals, volunteers, nonprofit groups, and service clubs to help achieve objectives for planting, education, and advocacy.

- Public Land Owners
1. Work with the School Districts, RCC, and the County to identify potential planting sites on their properties and coordinate voluntary planting and management plans.
2. Work with ODOT to identify locations within the public right-of-way where additional plantings can occur.

- Private Landowners
1. Work with interested property owners, including homeowners, churches, and commercial property owners to identify potential planting sites on their properties and coordinate voluntary planting and management plans.
2. Work with private property owners along streams to identify options for plantings to improve streamside habitat and provide shading to reduce water temperatures.

- Other Organizations
1. Coordinate planting efforts and other programs with existing programs that might already exist that could be coordinated or expanded. Existing programs to explore are any programs of the Mid Rogue Watershed Council, Rotary, and the County Forestland planting program that involves youth and the Boy Scouts.
-Other Agencies
1. Evaluate whether the City and Oregon Department of Forestry should implement a “land use compatibility” process to ensure requirements of both agencies are being satisfied.
2. Inform the Oregon Department of Forestry of materials we have found and types of the types of materials that would be helpful to us and other communities, including technical information, more direct “how-to” resources and model plans and ordinances for communities undertaking similar planning efforts.
3. Much of the ODF outreach appears to focus on street trees and park trees. Encourage the program to include additional outreach with materials such as the Forest Service documents for watershed-based urban forestry, including links to such documents and similar materials from their website.
4. Coordinate with ODOT to establish agreements regarding planting of trees for state highway projects to help address aesthetic, stormwater, water quality, and air quality impacts of transportation facilities.

-Interagency and Multi-Organization Coordination
1. School Programs. Coordinate city programs, tree planting programs, and educational efforts to involve students and provide “hands-on” experience.
2. Utilities. Review and, if necessary, formalize permitting and franchise provisions governing pruning and removal of trees in the right-of-way and easements. Clarify where “blanket” permitting is authorized for certain activities and where special permits are required from the city for other activities. Identify whether current pruning practices are acceptable and whether they are formalized in any permit or blanket agreement. Evaluate needs to be addressed as part of next franchise renewal. Identify whether power, phone, and cable all have authority to prune or remove street trees. Identify authority is provided to subcontract services to Trees Inc. or other subcontractors and whether they are obtaining required permits.

IX. Lobbying
1. Contact state and federal representatives to seek greater funding of Forest Service and Oregon Department of Forestry Urban & Community Forestry Programs to provide grants, staffing, and technical resources to assist communities in the development of Urban Forestry programs.
2. Evaluate whether other cities or the League of Oregon Cities have similar priorities and could lobby collectively for additional funding, especially in areas of growing importance related to “green infrastructure”.

X. City as Property Owner
1. Evaluate City-owned properties to identify whether there are underutilized sites that could be more intensively planted.
2. As part of this plan, don’t address management of existing park use/tree protection issues, but develop recommendations for future park design and management that avoid similar conflicts.

XI. Public Works
1. Utilize trees to reduce costs associated with other infrastructure and facilities, such as stormwater management, energy conservation, water quality, and air quality.

2. Find the most effective ways to incorporate trees along streets when adjoining properties are vacant or already developed without irrigation in place.

3. Property Owner Responsibility for Landscaping Along Existing Frontage Installed Through LID or Other Public or Developer Installed Project. Together with evaluation of City responsibility for landscaping and irrigation requirements associated with street projects, explore alternatives for responsibilities of adjacent property owners where properties are vacant or already developed.

4. Evaluate ways to recapture investment from adjoining vacant or already developed properties when trees and irrigation are installed as part of a street project. Consider something similar to an Advance Finance District that would address capital expenditure and some mechanism for operational expenses such as a monthly fee for maintenance and irrigation. Coordinate with “street tree management” issues. This would become a non-issue if the City takes over responsibility for street trees.

Non-Issues
1. There don’t appear to be conflicts with state regulations governing forestry or urban-wildland interface issues where state requirements would pre-empt local decisions or alternatives that would be addressed in the forestry plan.

MISCELLANEOUS ITEMS

Unsure What to do with the Following:
1. Require that trees are certified to be disease free. This appears to be more of a USDA or Oregon Department of Agriculture issue to be addressed statewide. Is there an existing certification program already? It doesn’t appear this could be implemented locally without a statewide program in place.

Overall Guidance
1. The Forest Service’s Urban Forestry Planning for Watersheds provides excellent guidance for consideration. Many of the ideas in this document could be of use in carrying out the above items.

Existing Nonconforming Commercial Properties that Lack Trees
1. Explore alternatives to stimulate tree planting in nonconforming commercial properties and parking lots that are currently lacking trees. This may be a difficult area to address, but it is an area which could make a big difference.
Technical Expertise Needs for this Plan

1. Obtain technical expertise to help address the following issues.
   a. Tree planting guide
   b. General tree health and planting conditions
   c. What are some alternatives to retain native trees such as oaks, madrones, and manzanitas that may be well adapted to the climate and soils but may be susceptible to stress or death when residential planting and irrigation occur?
   d. What is the most effective way to identify potential structural failure of trees that may occur such as loss of limbs or falling trees for trees that may appear healthy?