

Tree Commission Meeting Minutes

Wednesday, March 9, 2016 at 4:30 PM

Ed Overland Room, City Hall, 381 E Main St, Stoughton

Members Present: Sid Boersma, Kevin Short, Dean Tangeman, Keith Kvalheim and Randy Nelson

Absent & Excused: Robert Kardasz and Kendall McBroom

Staff: Street Department Secretary Vickie Erdahl

Guests: Mike Stacey-Zoning Administrator

Call to order: Meeting called to order at 4:30 PM by Short

1) **Communications:**

Welcomed Dean Tangeman and Keith Kvalheim to the committee.

Nelson stated that EAB had been found and confirmed in the northwest corner of Stoughton on March 8. More trees have been located in other areas of the city. According to the tree inventory there are 466 public ash trees and 144 of these trees have been treated. The estimate is that there is 2 to 3 times this amount of ash trees on private properties. *Boersma* suggested that there be a meeting set up with the Finance Director and Mayor to talk about cost in order to develop a plan.

Boersma stated that Sustainable Stoughton wants to be involved in the Arbor Day Celebration. This group already has a green day on one Thursday of every month.

Erdahl showed the article published in the Hub on the solar kiln. The Hub website has more information and pictures available.

2) **Forestry Reports:** *No questions after review.*

3) **Triangle Vision Ordinance:** *Mike Stacey, Zoning Administrator* attended the meeting and explained the ordinance. The fencing was more about private property than the public area. This ordinance will be factored into the decision on where to plant new trees in parkrows. The larger trees that are planted in the parkrows have been grandfathered in and not intended to meet the criteria. The committee will not be making any changes or recommendations.

4) **Arbor Day Ideas:** Fourth Grade Trees: *Short* will be visiting Sandhill School, Tangeman will visit Kegonsa School and the other schools are under discussion. *Erdahl* will confirm # of students and contact information. *Nelson* will be contacting *Cummins* to see if they would like to volunteer for preparing the trees for distribution which they have done in the past. For the actual Arbor Day event there will be a pruning demonstration with a "hands on" training session at West View Park on Friday, April 22, 2016 at 1:00 pm.

5) **Update on Planting Lists/Sec 78-611:** *Tabled to April meeting.*

6) **Approval of minutes from February 10, 2016 Meeting:** Motion by Boersma, seconded by Tangeman to approve the minutes. Carried 4-0.

7) **Elect Chair:** Motioned by Boersma, seconded by Tangeman to nominate Kevin Short as Chair. Motioned carried 3-0. Motioned by Boersma, seconded by Short to nominate Dean Tangeman as Vice-Chair. Motioned carried 3-0.

8) **Street Tree Installation / Occupancy Permit:** This ordinance was brought to the committees' attention by Sid Boersma and the Tree Commission wanted to make sure they were aware and understood the ordinance.

The ordinance has been changed so that trees need to be planted before an occupancy permit will be provided. With the changes, Developers now have the option to deposit money to the City of Stoughton to cover the purchase and planting of the required number of trees per lot. If there is not room in the parkrow or front lawn the trees will be planted in sites throughout the city. If the developer plants the trees, they must fill out a tree planting form (put tree in inventory) and have it approved before the occupancy permit is provided. The changes to the ordinance are still in progress as the Public Works Committee felt the section needed more clarification on how to handle situations that are different then new home construction.

The Tree Commission responded to the questions that the Public Works Committee was reviewing as follows:

Additional points to discuss and consider for clarification:

1. When a business vacates a property, a new business often seeks a building permit to modify the building for the new use. For example, a retail space may be remodeled to accommodate a tattoo shop. Should the ordinance be written to require street trees in this situation? **Tree Comm – yes.**
2. When a building is torn down and a parking lot is constructed without any buildings on the same parcel is a “new” business created and should the property be subject to the requirement for street trees? **Tree Comm – yes.**
3. If the answer is yes for item #1, should the ordinance require street trees (or payment in lieu of) for properties in the Central Business District? Most properties in the Central Business District have a streetscape theme that has been installed with concrete in place to the back of the curb. **Tree Comm – No but the Central Business District needs to be defined from where to where specifically.**
4. If a new business is constructed in the Business or Industrial Parks, should they be required to install street trees? **Tree Comm – yes.**
5. Should the ordinance apply to schools, churches, non-profit organizations? **Tree Comm – yes.**
6. When site plans for redevelopment or new commercial, multi-family, industrial, institutional project are required, an associated landscaping plan is required supplied. There has been discussion about working to have street trees located on private property. Should street trees be addressed at this time as part of the evaluation of the overall landscaping plan to confirm whether or trees will be required in the terrace? **Tree Comm – yes.**

The committee was glad to see that the fee would be increased each year and stated that the referral to the Street Superintendent be changed to Director of Public Works.

9) **Future Agenda Items:** EAB, Planting List Update, Street Tree Installation Ord.

Motion by Boersma, seconded by Tangeman to adjourn the meeting at 6:05 p.m. Respectfully submitted 3/10/16, Vickie Erdahl - Staff