



CITY OF HENDERSONVILLE
TREE BOARD - REGULAR MEETING
City Hall Second Floor Meeting Room - 160 Sixth Ave East Hendersonville, NC
28792
Tuesday, July 18, 2023 – 2:00 PM

AGENDA

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **APPROVAL OF MINUTES**
 - [A.](#) Meeting Minutes - June 20, 2023
4. **NEW BUSINESS**
 - [A.](#) Public Relations Update – Mary Jo Padgett
 - B. Conditional Zoning Districts
 - C. Approval of Amended Annual Schedule of Regular Meetings
5. **OLD BUSINESS**
 - [A.](#) Tree Board Ordinance Revision Committee Update – Glenn Lange
 - B. Tree Canopy Study
 - C. Pollinator Bed Traffic Island Four Seasons Boulevard
 - D. Pollinator Bed Behind City Pump Station
 - E. NeighborWoods & Other Tree Planting Projects for 2023
 - F. Bee City Changes
6. **OTHER BUSINESS**
 - A. Staff Comments
 - B. Change to Tree Board Bylaws
 - C. Utility Update
7. **ADJOURNMENT**

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.



CITY OF HENDERSONVILLE TREE BOARD - REGULAR MEETING

Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792
Tuesday, June 20, 2023 – 2:00 PM

MINUTES

MEMBERS IN ATTENDANCE: DEBBIE ROUNDTREE, MAC BRACKETT, MARY DAVIS,
BECCA DOLL, GLEN LANGE, JANET THEW, WILLIAM COFFEE

MEMBERS NOT IN ATTENDANCE: JOE PEISO

1. CALL TO ORDER

2:00 PM

2. APPROVAL OF AGENDA - Approved

Motion to approve: Mary Davis

Second: Glen Lange

3. APPROVAL OF MINUTES- Approved

A. May 16, 2023 Minutes

Motion to Approve: Becca Doll

Second: Mary Davis

4. NEW BUSINESS

A. Public Relations Update – Mary Jo Padgett

A tour of Oakdale Cemetery for city staff was proposed.

REPORT TO: Hendersonville Tree Board

FROM: Mary Jo Padgett, PR Consultant

RE: Publicity Report for May Board meeting

DATE: June 20, 2023

Publicity/ events since last board meeting --

PR on Pollinator Month in June – Additional correspondence in regards to Pollinator

Month, and a news release was sent to various local media on the subject. Events are

scheduled throughout the month of June.

Planning for Tree Walk in August – Details are being discussed.

Upcoming Calendar of Events --

HENDERSONVILLE TREE BOARD CALENDAR 2023

June – Pollinator Month. Bee City USA – Hendersonville has created an extensive calendar for the month’s activities and events.

August – Bee Bold Festival at Bold Rock Cidery, Mills River. Bee City USA - Hendersonville will have a booth at this event.

August – Learn About Trees on Main Street. Educational program. Details to be announced.

Sept. 1-4 – NC Apple Festival

Oct. 7 – Farm-City Day, Jackson Park. Bee City USA will participate.

Fall – NeighborWoods tree plantings.

B. Tree Board Involvement in Upcoming Sustainability Plan – Caitlyn Gendusa

Ms. Gendusa discussed the City’s proposed sustainability plan process and requested one member of the Tree Board attend each public information session on July 17th to host a table pertaining to land management. She will finalize date and provide a flyer to Tree Board members to circulate to the community.

C. Bee City Update and Proposed Changes

Ms. Gendusa will be taking over the lead role for the City of Hendersonville’s Bee City Program. She will lead the effort to establish a volunteer coordinator for the city to cultivate a volunteer work force to establish and maintain more pollinator habitat within the city. The roles of the ESB and Tree Board are to be defined. The Tree Board expressed that they are more interested in project related work and would prefer for the ESB to handle education and outreach for Bee City. A meeting is to be scheduled for a committee to work through this process and define the roles.

D. Conditional Zoning Districts

Lew Holloway, head of the Community Development Department gave a presentation on the duties of the Tree Board pertaining to zoning and CZD.

5. OLD BUSINESS

- A. Tree Board Ordinance Revision Committee Update – Glenn Lange The next scheduled meeting of the committee is on 6/27 at 9:30 at the Operations Center.
- B. Tree Canopy Study - The study is underway and should be completed by Fall 2023.
- C. Pollinator Bed Traffic Island Four Seasons Boulevard
The Contractor is almost finished.
- D. NeighborWoods & Other Tree Planting Projects for 2023
The Lincoln Circle project was discussed, and a committee meeting is planned on site for 07/05/2023.
- E. 2024 Tree Board Budget

Adopted Tree Board Budget

Budget for 2023/2024:

Tree Replacement & Supplies	\$1,500
Arborist Services	\$2,000
Publicity	\$3,000
Arbor Day	\$250
NeighborWoods -	\$6,000 (\$4000)
Tree Planting on Greenway	\$5,000
Greenway Maintenance	\$1000
Planting of Pollinator Bed Pump Station	\$20,000
Maintenance of Pollinator Beds:	
Hands On Museum and Bearcat Loop	\$5,000
Pump Station Four Seasons Boulevard	\$5,000
Four Seasons Boulevard (Triangle)	\$5,000
Invasives species chemicals	\$2,250
HWY 64 Maintenance	\$15,000

Total Request - \$71,000.00

\$17,250.00 - Moved to Parks Department maintenance budget

New Total - \$53,750.00

F. Utility Update

6. OTHER BUSINESS

A. Staff Comments

7. ADJOURNMENT

4:07 PM

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.

REPORT TO: Hendersonville Tree Board
FROM: Mary Jo Padgett, PR Consultant
RE: Publicity Report for July Board meeting
DATE: July 18, 2023

Publicity/ events since last board meeting --

PR support for Bee City USA management transition

Planning for Tree Walk in August – A news release was written and sent to early publications for the Tree Walk on Main St. See event details below.

Upcoming Calendar of Events --

HENDERSONVILLE TREE BOARD CALENDAR 2023

Sunday, August 20 – Guided Tree Walk on Hendersonville’s Main Street. 2 p.m. City Arborist Bill Leatherwood will lead a walk along Main Street to discuss how the various types of trees and shrubs are maintained and supported to create a stress-free environment for healthy plants. Open to the public at no charge. Limited to 25 people.

Sept. 1-4 – NC Apple Festival

Oct. 7 – Farm-City Day, Jackson Park

Fall – NeighborWoods planting projects

THIS IS A WORKING DRAFT. THIS DOCUMENT HAS NOT BEEN REVIEWED BY THE TREE BOARD ORDINANCE REVISION COMMITTEE.

Ordinance #

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND ARTICLE XII – DEVELOPMENT REVIEW, SECTION 7-3-3 AND SECTION 7-3-4 AND ARTICLE XV – BUFFERING , SCREENING, AND LANDSCAPING, SECTIONS 15-4 THROUGH 15-6, SECTION 15-9, SECTION 15-13, AND TO ADD NEW SECTIONS 15-14 AND 15-15 OF THE CITY OF HENDERSONVILLE ZONING ORDINANCE TO ESTABLISH ADDITIONAL REQUIREMENTS FOR THE PROVISION AND PROTECTION OF TREES.

WHEREAS, ...

NOW, THEREFORE, BE IT ORDAINED by City Council of the City of Hendersonville, North Carolina that:

SECTION 1. This Ordinance shall be known as “An Ordinance to Establish New Requirements for the Provision and Protection of Trees.”

SECTION 2. Article XII. Development Review is hereby amended as follows:

Sec. 7-3-3. Review of preliminary site plans.

7-3-3.2 Contents of preliminary site plan. Applicants for developments required to undergo preliminary site plan review shall, as a part of the application for such development, submit a preliminary site plan which shall show the following:

n) A survey showing tree line before site preparation with species and diameter of trees 12 inches or greater DBH (diameter at breast height) indicated and showing existing trees proposed to be removed and preserved, as well as areas to be screened, fenced, walled and/or landscaped;

t) Proposed limits of land disturbing activity.

Sec. 7-3-4. Review of final site plans.

Sec. 7-3-4.3 Contents of final site plan. A site plan showing the following shall accompany an application for site plan approval:

w) A survey showing tree line before site preparation with species and diameter of trees 12 inches or greater DBH (diameter at breast height) indicated and showing existing trees proposed to be removed and preserved.

x) Proposed limits of land disturbing activity.

SECTION 3. Article XV. Buffering, Screening, and Landscaping is hereby amended as follows:

Sec. 15-4. Existing vegetation.

Preservation of existing vegetation. Preserving trees can improve the aesthetic quality of the site and improve property values, provide environmental benefits, mitigate the impacts of development on the community, and help minimize opposition to a proposed development. It is recommended that groups of trees be preserved, as well as individual trees. Existing preserved trees and shrubs may be credited towards required buffer trees, street trees, and parking lot trees, in accordance with paragraph b), below.

Credits and other incentives to preserve vegetation. Preserved trees may be credited at the following rate:

~~2~~—6 inch caliper tree = 1 tree

~~7~~2—12 inch caliper tree = 21 trees

13—18 inch caliper tree = 32 trees

19—24 inch caliper tree = 43 trees

25+ inch caliper tree = 54 trees.

In order to receive credit, preserved vegetation must be in good health and condition, and must not be listed as an Invasive Plant on the Recommended Species List. Trees designated to be preserved must be indicated on the site plan and on landscape and grading plans. Protective barriers, if utilized in accordance with paragraph c), below, must also be shown on the landscape and grading plans. A preserved tree shall be replaced with the total number of trees which were credited to the existing tree under the following circumstances: a) when the developer has elected to protect existing trees during construction in accordance with paragraph c), below, if the preserved tree dies within five years of completion of the project; b) when the developer has not elected to protect existing trees in accordance with paragraph c), below, if the preserved tree dies within ten years of completion of the project.

Sec. 15-5. General standards.

The following general standards shall apply to all landscaping requirements in this article.

a) Unless otherwise specified, the exact placement of required plants and structures shall be the decision of the developer. The type of plants used shall be limited to those on the approved "Recommended Species List" which shall be published and revised from time to time by the planning director in consultation with the tree board. No plants listed as an Invasive Plant in the Recommended Species List may be used to meet the requirements of this ordinance. Required landscaping shall be designed in such a manner as to impart its aesthetic character when viewed from any area accessible to the public or

Commented [HD1]: Do we need this? See:

j) Existing topography and proposed finished contours at not more than two-foot intervals, with project bench mark clearly identified. Location of 100-year floodplain and floodway, if applicable. Other significant natural features affecting the site including but not limited to wetlands, major rock outcrops and lakes or streams. The community development director or a designee may require topography at intervals smaller than two feet if such is necessary to permit an informed analysis of the site plan;

Commented [HD2]: Combined instead of eliminating 2-6 because we will require the new planting of a similarly sized tree.

Commented [HD3]: Define

from adjacent properties.

Sec. 15-6. Bufferyards.

TABLE OF BUFFER REQUIREMENTS

Proposed Land Use	Existing Land Use /Zoning District ¹					
	Residential ²	<u>Residential, multi-family</u> ³	Mobile Home Park ³⁴	Institutional & Cultural ⁴⁵	Commercial ⁵⁶	Industrial ⁶⁷
Residential	X	<u>X</u>	X	X	X	X
<u>Residential, multi-family</u>	<u>10-foot B</u>	<u>10-foot B</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Mobile Home Park	10-foot B	<u>10-foot B</u>	X	8-foot A	10-foot B	X
Institutional & Cultural	10-foot B	<u>10-foot B</u>	8-foot A	X	X	X
Commercial	10-foot B	<u>10-foot B</u>	10-foot B	8-foot A	X	X
Industrial	25-foot C	<u>25-foot C</u>	25-foot C	15-foot B	15-foot B	X

Notes for Table of Buffer Requirements:

- 1 Buffering is required if adjacent parcel of land is used or zoned for the category noted regardless whether adjacent parcel is located in the city, the city's extraterritorial jurisdiction (ETJ), or the planning jurisdiction of another governmental entity. Existing adjacent land use takes precedence over zoning district. Buffer requirement for the district will be used if adjacent land is vacant.
- 2 Includes the following use districts: R-40, R-20, R-15, R-10, R-6, RCT, PRD.
- 3 Includes only those parcels developed as multi-family.
- 34 Includes the PMH district or an existing mobile/manufactured home park.
- 45 This category includes religious, recreational, child care and educational uses and the following use districts: MIC and PID.
- 56 Includes the following use districts: C-1, C-2, C-3, C-4, PCD, CMU, GHMU, HMU, UV, UR and CHMU.
- 67 Includes the following use districts: I-1, PMD.

Sec. 15-9. Landscaping for vehicular use areas.

Trees and shrubs are required in and around vehicular use areas with more than six spaces to provide attractive views from roads and adjacent properties, provide shade to

reduce the heat generated by impervious surfaces, reduce glare from vehicular use areas, and to help filter exhaust from vehicles.

- a) **Perimeter and interior plantings.** Vehicular use areas must be planted with at least one tree and two shrubs for every 43,000 square feet of vehicular use area, which includes parking spaces, aisles, driveways, and loading areas. Trees shall be spaced so that no parking space is more than 6350 feet from a tree. At least 75 percent of the required parking lot trees must be large-maturing (>50 ft in height), broadleaf canopy trees. At least 60 percent of the required parking lot trees must be native species as identified in the Recommended Species List. Trees and shrubs must be planted within 20 feet of the vehicular use area to count as parking lot landscaping. ~~provided, however, all street trees required by other provisions of this zoning ordinance shall count as parking lot landscaping.~~

When a development contains 20 or more parking spaces, 50 percent of the trees and shrubs required by paragraph a), above, must be planted in islands or medians located within the parking lot. Tree islands shall be evenly distributed throughout the parking lot in order to provide an even tree canopy throughout the lot. At a minimum, such tree islands shall consist of an area at least equal in size to two parking places side-by-side (360 square feet) for each tree therein. Parking bays shall be broken up with landscaped islands or medians to avoid long monotonous rows of parking. Planting trees in groups is encouraged to increase the total amount of planting area for roots to grow.

At the time of planting, trees and shrubs required in this section shall meet the following minimum size requirements:

- 1) Broadleaf canopy trees: One and one-half to two-inch caliper;
- 2) All other trees: Five to six feet in height;
- 3) All shrubs: Height or spread of 18 to 24 inches.

- b) **Planting strips.** When a vehicular use area lot is located within 100 feet of an abutting property and no bufferyard is required, a planting strip which is a minimum of five feet wide shall be planted between the vehicular use area and the abutting property, except along approved driveway openings which run perpendicular to the planting strip. One large-maturing evergreen or deciduous tree (50 ft in height) and five evergreen or deciduous shrubs shall be planted for every 40 linear feet of property line that parallels the vehicular use area. Fifty percent of these trees and shrubs may be counted toward the parking lot trees and shrubs required in paragraph a), above, if the planting strip is located within 20 feet of the vehicular use area. Adjacent businesses on separate lots which share parking or driveways shall be exempt from this requirement provided that the required planting strip would interfere with the reasonable use of the shared parking or driveway. Vehicular use areas located behind buildings and screened from view from public rights-of-way shall be exempt from this requirement.

Commented [HD4]: This is not reasonable.

Commented [HD5]: Planting strips are meant to be rather narrow (5 ft min.)

Sec. 15-13. Special provisions regarding Common open space landscaping in Mixed Use Districts. In addition to all other landscaping required by this zoning ordinance, each development parcel in a Mixed Use Zoning District required to provide common open space pursuant to Sec. 6-16 shall contain a minimum of one tree and five shrubs for every 4,01,200 square feet of common open space on such development parcel. A minimum of 50 percent of the trees shall be canopy trees.

At least 70 percent of the street trees planted shall be large-maturing trees (>50 feet in height). The remaining street trees shall be medium maturing trees (25-50 feet in height).

At the time of planting, trees and shrubs required in this section shall meet the following minimum size requirements:

- (a) Broadleaf canopy trees: one and one-half to two-inch caliper;
- (b) All other trees: five to six feet in height;
- (c) All shrubs: height or spread of 18 to 24 inches.

No landscaped area shall be constructed with more than ten percent of the total area of gravel, stone, concrete, asphalt, or other similar material, excepting necessary walks and vehicular use areas.

Sec. 15-14. Street Trees. Street trees shall be required at the rate of one tree for every 35 linear feet of property abutting a street. Trees do not need to be spaced evenly. They may be clustered with a minimum spacing of 15 feet and a maximum spacing of 75 feet.

At least 70 percent of the street trees planted shall be large-maturing trees (>50 feet in height). The remaining street trees shall be medium maturing trees (25-50 feet in height).

Where overhead utility lines are present, streets trees shall be planted at the rate of one small-maturing tree (<25 feet in height) for every 25 linear feet of property abutting a street.

Street trees shall be placed in a planting strip on private property and not within the street right-of-way. No street tree can be planted farther than 35 feet from the edge of the right-of-way to count as a street tree. The width of the planting strip may vary, but the minimum width cannot be less than seven feet and the average width shall be at least ten feet. The planting area must be covered with living material, including ground cover and/or shrubs, except for mulched areas directly around trees and shrubs, so that no soil is exposed. When a sidewalk is proposed to be constructed on a development site and right-of-way configuration requires that it be constructed on the developer's property, the width of the planting strip may be reduced to an average of seven feet.

During the development review process, the approving authority for the city may permit minor deviations in the placement of trees in order to avoid conflict with utility structures and utility lines.

Sec. 15-15. Tree Preservation. All developments required to comply with this Article pursuant to Sec. 15-2 herein shall preserve existing trees in compliance with this Section.

- a) **Preservation of canopy:** 50 percent of the 12-inch caliper trees inventoried on the development site shall be preserved. The specific trees preserved shall be at the discretion of the developer.

Commented [HD6]: Reduce this?

Commented [HD7]: What about lot line dev (main st)

b) **Significant trees:** All significant trees, being 24-inch caliper or greater, shall be preserved. Significant trees may only be removed if essential site improvements cannot be accommodated without their removal. If a significant tree is removed, it shall be replaced by new plantings of large-maturing trees (>50 feet in height) at the following rate:

- 1) 24-29 inch caliper tree removed = 5 large maturing trees;
- 2) 30-35 inch caliper tree removed = 8 large maturing trees;
- 3) 36+ inch caliper tree removed = 12 large maturing trees.

c) **Protection of trees during construction:** All trees required to be preserved by this Section shall be protected during construction in accordance with the standards contained in Sec. 15-4(c).

d) **Credit for existing vegetation:** All trees preserved pursuant to this Section may be credited towards the requirements of this Article subject to the provisions of Sec. 15-14.

e) **Fee in lieu.** A developer may, in lieu of preserving trees pursuant to this Section, pay a fee-in-lieu of tree preservation to the City's Tree Fund. The fee-in-lieu shall be based on the actual value of each tree not preserved. The developer shall be required to provide an estimate, prepared by a certified arborist or other properly qualified professional, to determine the fee. The City may obtain its own estimate, in which case the City's estimate will control.

Commented [HD8]: Cap on the total fee?

SECTION 4. If any provision of this ordinance or its application is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provisions or application, and to this end the provisions of this ordinance are severable.

SECTION 5. It is the intention of the City Council and it is hereby ordained, that the provisions of this ordinance shall become and be made part of the Code of Ordinances, City of Hendersonville, North Carolina, and the sections of this ordinance may be renumbered to accomplish such intention.

SECTION 6. This Ordinance shall be effective upon its adoption.

Adopted by the City Council of the City of Hendersonville, North Carolina on this ____ day of _____ 202__.

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Jill Murray, City Clerk

Approved as to form:

Angela S. Beeker, City Attorney

DRAFT