



**JOINT PLANNING COMMISSION AND TREE BOARD MEETING
MEETING AGENDA**

**Online via Zoom and In Person at
Tumwater Fire Department
Headquarters, Training Room, 311 Israel
Rd. SW, Tumwater, WA 98501**

**Tuesday, February 14, 2023
7:00 PM**

1. Joint Meeting Call to Order
2. Roll Call - Planning Commission
3. Roll Call - Tree Board
4. Changes to Agenda
5. Approval of Minutes - Planning Commission
 - [a.](#) Meeting Minutes October 25, 2022
6. Approval of Minutes - Tree Board
7. Commissioner's Reports
8. Board Member's Reports
9. Manager's Report
 - [a.](#) Ongoing 2023 Planning Commission Meeting Schedule
10. Coordinator's Report
11. Public Comment
- [12.](#) Street Tree Plan Update
- [13.](#) Landscape Code Update
14. Next Meeting Date - 02/28/2023
15. Next Meeting Date - 03/13/2023
16. Adjourn

Meeting Information

The public are welcome to attend in person, by telephone or online via Zoom.

Watch Online

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Public Comment

The public is invited to attend the meeting and offer comment. The public may register in advance for this webinar to provide comment:

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After registering, you will receive a confirmation email containing information about joining the webinar.

The public may also submit comments prior to the meeting by sending an email to:

cdd@ci.tumwater.wa.us. Please send the comments by 1:00 p.m. on the date of the meeting.

Comments are submitted directly to the Commission Members and will not be read individually into the record of the meeting.

If you have any questions, please contact Planning Manager, Brad Medrud at (360) 754-4180 or

bmedrud@ci.tumwater.wa.us.

Post Meeting

Audio of the meeting will be recorded and later available by request, please email

CityClerk@ci.tumwater.wa.us.

Accommodations

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City Clerk by calling (360) 252-5488 or email CityClerk@ci.tumwater.wa.us. For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384. To contact the City's ADA Coordinator directly, call (360) 754-4128 or email ADACoordinator@ci.tumwater.wa.us.

What is the Planning Commission?

The Tumwater Planning Commission is a citizen advisory commission that is appointed by and advisory to the City Council on the preparation and amendment of land use plans and implementing ordinances such as zoning. Actions by the Planning Commission are not final decisions; they are Commission recommendations to the City Council who must ultimately make the final decision. If you have any questions or suggestions on ways the Commission can serve you better, please contact the Community Development Department at (360) 754-4180.

What is the Tree Board?

The Tumwater Tree Board is a citizen advisory board that is appointed by and advisory to the City Council on urban forestry issues, including drafting and revising a comprehensive tree protection plan or ordinance, or any other tree matter. Actions by the Tree Board are not final decisions; they are Board recommendations to the City Council who must ultimately make the final decision. If you have any questions or suggestions on ways the Tree Board can serve you better, please contact the Water Resources & Sustainability Department at (360) 754-4140.

Decorum Statement

Welcome to the Joint Planning Commission and Tree Board worksession. We are pleased you are interested in the City's update of its tree and vegetarian preservation regulations, and thank you for attending.

The City Council encourages community engagement in local government and provides a variety of ways to participate.

The Chair of the Planning Commission will be responsible for conducting orderly and efficient meetings within the scheduled time. To accomplish that, the Chair will maintain order and decorum and can regulate inappropriate debate, repetitious discussion, and disruptive behavior when needed.

The Chair will recognize those that wish to speak and may limit the time allowed for individual comments. City staff and the project consultant will record questions and comments during the meeting. If an issue or question cannot be addressed during the meeting, the Chair and City staff will address the issue or respond to the question by following up with the individual.

We respectfully request that attendees refrain from disruptions during the meeting and comply with decorum rules.

Thank you for participating.

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CONVENE: 7:00 p.m.

PRESENT: Chair Elizabeth Robbins and Commissioners Terry Kirkpatrick, Meghan Sullivan, Michael Tobias, Kelly Von Holtz, and Anthony Varela.

Excused: Commissioner Grace Edwards and Brian Schumacher.

Staff: Planning Manager Brad Medrud.

CHANGES TO THE AGENDA: There were no changes to the agenda.

COMMISSIONER'S REPORTS: Commissioner Tobias reported on a dangerous tree located at Isabella Bush Park. The tree is leaning against another tree and could fall and injure someone. Manager Medrud asked for an email to forward to appropriate staff to address the situation.

MANAGER'S REPORT: Manager Medrud reported on a staff kick-off meeting for the landscape ordinance which officially initiates efforts to update three urban forestry ordinances on tree preservation and vegetation, landscaping, street trees. Between April and August 2023, Commission meetings will include a minimum of two items related to the updates. The Commission is scheduled to review the 2023 work program at the next meeting.

The General Government Committee agreed to forward the rental protection ordinances to the Council worksession on November 22, 2022. The committee recommended one minor change.

Nine firms submitted consultant proposals to assist the City on work involving the equity toolbox. An internal staff team is reviewing the proposals and anticipates contacting interview panelists. The Commission will be contacted to check on availability to participate as a member of the interview panel.

DRAFT TUMWATER PLANNING COMMISSION - 2022 MEETING SCHEDULE: Manager Medrud advised that staff is recommending the cancellation of the November 22, 2022 meeting because of the lack of agenda topics. The election of officers for the Commission is scheduled at the November 8, 2022 meeting. Additionally, staff recommends cancelling the December 27, 2022 meeting with formal action required by the Commission.

PUBLIC COMMENT: **Mr. Spencer** said he works in construction and has some extra time for volunteering his services. He is looking at various committees in the community to learn about participation options.

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2022-25
COMPREHENSIVE
PLAN PERIODIC
UPDATE PROCESS
WORK PROGRAM:

Manager Medrud advised that staff is working on the schedule for the Comprehensive Plan Update and topics to be addressed. The staff report includes a draft of the work program. Staff planned to meet with the Mayor and the City Administrator earlier in the day to review the work program, but the meeting was rescheduled. City Administrator Doan reviewed the work program and provided some comments for review by the Commission as part of its discussion.

New issues surrounding climate mitigation, housing action plan, and equity discussions will be integrated within the update process.

Every 10 years, the City is required under the Growth Management Act (GMA) to complete an update of the City's Comprehensive Plan and related development regulations. The City is required to complete work on the periodic update by June 30, 2025. At the direction of City Administration, the updated Comprehensive Plan will be a shorter and user-friendly document comprised of individual elements and plans with appendices containing required technical information. The state released some guidance on the update under some new rules. Discussions are occurring to determine whether a regional approach is necessary for collection of housing data similar to the approach for the Climate Mitigation Plan and the Housing Action Plan by contracting with Thurston Regional Planning Council (TRPC) to assist local jurisdictions and Thurston County complete the work.

Chair Robbins asked how the regional approach might affect the timing and the City's process for updating the plan. Manager Medrud said the update can be completed within the proposed timeframe as described. Regional discussions were initiated earlier in the day as well as discussions with TRPC about scheduling the work. The jurisdictions plan to draft a memorandum of understanding and a contract with TRPC. Next year, the schedule includes sufficient time for discussions, community engagement, and fact-finding in conjunction with working with TRPC without affecting the City's update schedule. In terms of the regional work, it entails agreement on mechanisms for allocating various requirements. However, the solutions for accommodating those various requirements will be the responsibility of the City.

Manager Medrud recommended the Commission review City Council priorities (established each year) to integrate within the Comprehensive Plan to the extent possible without conflicting with any GMA requirements. He referred to two appendices. One is a detailed program identified by different plan elements and subarea plans, etc. He encouraged the Commission to identify any topics that were not included. The information reflects a first attempt of identifying issues that should be addressed as part of the update. The second appendix is a list of

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stakeholders comprised of both individuals and organizations. He asked for feedback on other stakeholders to include. As part of the update process, staff is meeting with Communications staff to review public engagement processes. Some information was included from the 2016 update on 10 community outreach goals. He requested feedback on the elements, which will be used as the guiding document for community outreach.

Since 2016, the City's population and size have increased by approximately 5,000 people through new housing and annexations. According to the census, community makeup has changed as well.

Commissioner Tobias inquired about any plans to offer Tumwater University. Manager Medrud said the City hosted an online session during the pandemic. The next session will feature information on the Comprehensive Plan update; however, he is unsure whether the sessions will be online or offered with an online component.

Commissioner Varela asked whether the growth in population contributed to an increase in City densities. Manager Medrud responded that during the update, that issue would be examined in terms of how the City is achieving densities. The City is required to demonstrate how it is achieving densities established for the City. Some information on density is available from the Buildable Lands Report published by TRPC.

Manager Medrud responded to a question about the purpose of Tumwater University. The university is comprised of a series of meetings sponsored by the City to share information on City government with the community over several three-hour sessions featuring different topics, such as affordable housing and homelessness, sidewalk repair processes, and other information on City services and programs.

Manager Medrud reported the community engagement plan is scheduled for development during winter through summer 2023 with a draft plan scheduled for the Commission's review. Some guidance on community outreach is included within the Land Use Element. He invited the Commission to offer any suggestions on different ways to reach out to the community.

During summer 2023 through spring 2024, formal development of the plan is scheduled by reviewing each element within the plan to include working through all issues prior to completing a final draft. Consultants will assist the City in both the Transportation Plan and the Economic Development Plan updates. Funding and staff capacity is not available to complete a full update of the Parks, Recreation and Open Space Plan. Staff is considering alternative options, as the update of that element is

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required under the GMA. However, staff recognize the importance of updating the plan.

Chair Robbins asked whether some elements in the plan might not require an extensive update except for review as part of the overall plan update. Manager Medrud replied that periodic amendments have been completed to the plan and some of the most recently completed plans have been incorporated within the plan. Most of the updating efforts will focus on the Housing Element, Land Use Element, and Transportation Element. Less focus will be required for the Utilities Element, Lands for Public Purposes Element (City-owned systems) and some subareas plans.

Commissioner Kirkpatrick questioned the reason for not updating the Parks Plan because it is one of the oldest plans. As the Parks and Recreation Department has recently undergone changes in its organization and operations, the update should be a priority. Manager Medrud acknowledged the validity of the concern. The issue is assessing how to incorporate some changes as part of the update process with the possibility of completing an update of the entire plan following completion of the major Comprehensive Plan update.

Chair Robbins commented on the possibility of updating the Parks Plan as part of the City's regular amendment cycle. She asked whether updating the Parks Plan might spark interest in a regional process. Manager Medrud said the Metropolitan Park District is confined to the City and he does not foresee the district utilizing a regional approach.

Manager Medrud reported on the planned formal adoption process beginning in summer 2024 and concluding in June 2025. That process includes formal reviews by the Commission and public hearings on the plan.

Discussion ensued on the steps entailed during the last major update of the Comprehensive Plan. Commissioner Kirkpatrick said he did not recall a previous plan for the update other than the Commission worked on elements of the Comprehensive Plan during meetings. A timeline was not developed during the last process. Manager Medrud noted that during the last update, staff continuity was an issue as some employees directly involved in the update left the City. He joined the City during the last update process. Additionally, the last update to the Parks, Recreation and Open Space Plan was as an addendum to the 2008 Plan.

Commissioner Sullivan said she also shares similar concerns for not updating the Parks, Recreation and Open Space Plan in part because the Metropolitan Park District (MPD) generates revenue. She asked whether some MPD funds could be allocated to update the plan to ensure a current

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plan directing the use of MPD resources in alignment with the wishes of voters.

Chair Robbins asked about the possibility requesting an update of the Parks, Recreation and Open Space Plan. Manager Medrud advised that he could share the request with the Mayor during an upcoming meeting. The Commission could also submit a formal request.

Manager Medrud recommended reviewing the stakeholder list, which will be continually updated throughout the update process. Staff and Communications staff will work together on messaging to the public throughout the update process. During the last process, staff developed a citizen's guide to the Comprehensive Plan describing the importance of comprehensive planning and the plan to the community, as well as a roadmap of the Comprehensive Plan.

Manager Medrud described the process for development of the annual work program. Next year the Comprehensive Plan Update will be included in the work program as a major work item in addition to other department work items dependent on staff resources.

The General Government Committee is scheduled to receive a briefing on the update process in November followed by a joint City Council worksession with the Planning Commission on November 13, 2022. The work program and the schedule will be presented to the Council for approval in January 2023. Early next year, development of a formal community engagement plan will commence in addition to a gap analysis of current policies and goals for each element in the Comprehensive Plan. Staff will work with consultants on the Transportation Plan, the Economic Development Plan, and the Housing Plan with staff supporting efforts in data gathering data and working with the GIS team.

Chair Robbins asked about the possibility of using consultant support for community engagement. Manager Medrud advised that the consultants may be involved in a component of community engagement for the Transportation Plan. The development of the public engagement plan and conversations with Communications staff will identify whether additional consultant expertise is required beyond what staff is capable of providing. The City is also seeking applicants to fill vacant department positions with some experience and skills in community engagement.

Commissioner Kirkpatrick offered that the funding allocation for contract assistance of \$125,000 is likely not sufficient to cover the work anticipated to be completed by the consultants. He asked about other sources of funding to fund consultant assistance. Manager Medrud said one reason for deferring the Parks, Recreation and Open Space update

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was the lack of funding in the final draft budget. Some additional funds have been allocated for the transportation update, as well as funding for updating the Economic Development Plan from the department's budget. Additionally, the update requires coordination with Thurston County and adjacent jurisdictions to include some state agencies, such as the Department of Commerce and the Washington State Department of Transportation.

Manager Medrud reviewed the topic of discussions beginning in 2023 with the Commission, General Government Committee, City Council, stakeholders, and other City boards and commissions. The legislative process is slated to begin in summer 2024. Private applications for map amendments or text amendments will not be accepted by the City during the next three years. The Council suspended those types of proposals during the update process except for some City-related amendments.

In addition to the requirement to update the Comprehensive Plan, the City is required to update the Development Code to meet current standards. Because staff has continued to update the Development Code consistent with state standards, updating will likely include those issues identified during the update process. The update track for the Development Code will follow behind the update of the Comprehensive Plan to ensure both plans are adopted concurrently to enable staff to identify issues in the Comprehensive Plan that might require changes to the Development Code.

Manager Medrud addressed questions about the connection and interconnectivity between the Parks, Recreation and Open Space Plan and parks and recreation projects included in the Capital Facilities Plan (CFP). The Parks, Recreation and Open Space Plan is a long-term plan while the CFP covers a six-year program of specific projects updated every two years. Projects scheduled in the CFP are intended to be completed and may be funded from different funding sources.

Commissioner Kirkpatrick commented on the lack of detail included within the parks and recreation project sheets accompanying the CFP compared to transportation and other types of projects. He recommended having staff expand the level of detail to aid the Commission's discussions on parks and recreation projects.

Commissioner Kirkpatrick asked whether the \$2 million committed by the City for the Capitol Lake project is from the general fund and included in the capital budget. Manager Medrud offered to follow-up with more information on the status of funding for the Capitol Lake project.

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Manager Medrud shared information on available staff resources for supporting the update process. He encouraged members to visit the Department of Commerce and Municipal Research and Services Center website for more information and examples throughout the state on how other jurisdictions have addressed particular issues.

Chair Robbins cited the \$125,000 the City anticipates receiving for the update from the Department of Commerce and asked about the total budget allocated for the update. Manager Medrud replied that some additional funding is proposed in the 2023/2024 biennial budget comprised of funds for the Transportation Plan update and for consultant assistance.

Commissioner Kirkpatrick cited the addition of revising and updating the Littlerock Road Subarea Plan and the apparent lack of resources available to complete that update. Manager Medrud explained that the Littlerock Road Subarea Plan update would be less intensive with some elements of the Tumwater Town Center Plan updated. Staff has not defined the update approach at this time.

Chair Robbins commented on the complexity of the Comprehensive Plan Update over the next several years and suggested staff explore the possibility of providing a schematic of the work program/timeline. The schedule should be updated and included in each meeting packet for easy reference. Manager Medrud advised that in addition to drafting the 2023 work program, the next task is drafting a critical path of the update process incorporating all meetings and community engagement.

**NEXT MEETING
DATE:**

The next meeting is scheduled on November 8, 2022.

ADJOURNMENT:

Commissioner Tobias moved, seconded by Commissioner Von Holz, to adjourn the meeting at 8:10 p.m. A voice vote approved the motion unanimously.

Prepared by Puget Sound Meeting Services, psmsoly@earthlink.net

DRAFT TUMWATER PLANNING COMMISSION - 2023 MEETING SCHEDULE

Note: Schedule is tentative and subject to change; Updated 1/25/23

<u>MEETINGS</u>	<u>AGENDA ITEMS</u>
January 10, 2023	<u>Joint Worksession with Tree Board</u> : Urban Forestry Amendments – Tree and Vegetation Preservation Regulation Update (O2023-006) – Brad <u>Joint Worksession with Tree Board</u> : Urban Forestry Amendments –Street Tree Plan – Introduction (O2023-005) – Brad
January 24, 2023	<u>Briefing</u> : Preliminary Docket for 2023 Comprehensive Plan Amendments (O2023-002) – Brad <u>Worksession</u> : Urban Forestry Amendments – Tree and Vegetation Preservation Regulation Update (O2023-006) – Brad <u>Worksession</u> : Urban Forestry Amendments –Street Tree Plan (O2023-005) – Brad
February 14, 2023	<u>Joint Worksession with Tree Board</u> : Urban Forestry Amendments – Street Tree Plan Update (O2023-005) – Brad <u>Joint Worksession with Tree Board</u> : Urban Forestry Amendments – Landscaping Regulation Update (O2023-004) – Brad
February 28, 2023	<u>Briefing</u> : 2023-25 Comprehensive Plan Update Public Participation Plan
March 14, 2023	<u>Briefing</u> : Bush Prairie HCP
March 28, 2023	[Meeting Cancelled]
April 11, 2023	<u>Joint Briefing with Tree Board</u> : Urban Forestry Amendments – Tree and Vegetation Preservation Regulation Update (O2023-006) – Brad
April 25, 2023	<u>Briefing</u> : SEPA Update (O2023-003) – Brad/Erika
May 9, 2023	<u>Worksession</u> : SEPA Update (O2023-003) – Brad/Erika
May 23, 2023	<u>Hearing</u> : SEPA Update (O2023-003) – Brad/Erika <u>Worksession</u> : Urban Forestry Amendments – Tree and Vegetation Preservation Regulation Update (O2023-006) – Brad
June 13, 2023	<u>Joint Briefing with Tree Board</u> : Urban Forestry Amendments –Street Tree Plan (O2023-005) – Brad <u>Joint Worksession with Tree Board</u> : Urban Forestry Amendments – Tree and Vegetation Preservation Regulation Update (O2023-006) – Brad
June 27, 2023	<u>Hearing</u> : Urban Forestry Amendments – Tree and Vegetation Preservation Regulation Update (O2023-006) – Brad
July 11, 2023	<u>Joint Briefing with Tree Board</u> : Urban Forestry Amendments – Landscaping Regulation Update (O2023-004) – Brad <u>Joint Worksession with Tree Board</u> : Urban Forestry Amendments –Street Tree Plan (O2023-005) – Brad
July 25, 2023	<u>Hearing</u> : Urban Forestry Amendments –Street Tree Plan (O2023-005) – Brad <u>Briefing</u> : Final Docket for 2023 Comprehensive Plan Amendments (O2023-002) – Brad
August 8, 2023	<u>Joint Worksession with Tree Board</u> : Urban Forestry Amendments – Landscaping Regulation Update (O2023-004) – Brad
August 22, 2023	<u>Worksession</u> : Final Docket for 2023 Comprehensive Plan Amendments (O2023-002) – Brad <u>Worksession</u> : Urban Forestry Amendments – Landscaping Regulation Update (O2023-004) – Brad
September 12, 2023	<u>Hearing</u> : Final Docket for 2023 Comprehensive Plan Amendments (O2023-002) – Brad <u>Hearing</u> : Urban Forestry Amendments – Landscaping Regulation Update (O2023-004) – Brad
September 26, 2023	
October 10, 2023	

<u>MEETINGS</u>	<u>AGENDA ITEMS</u>
October 24, 2023	
November 7, 2023	<u>Discussion</u> : Election of New Planning Commission Chair and Vice Chair
November 21, 2023	<u>Discussion</u> : 2024 Work Program
December 12, 2023	<u>Joint Worksession with City Council</u> : 2024 Work Program
December 26, 2023	[May Cancel Meeting]

January 9, 2024 – Joint meeting with the Tree Board

Notes:

The following will need to be scheduled on the Planning Commission meeting schedule:

- Planning Commissioner Training – Brad
- Mayor Sullivan Meet and Greet and Q&A with Advisory Boards and Commissions – Brad

TO: Planning Commission and Tree Board
 FROM: Brad Medrud, Planning Manager
 DATE: February 14, 2023
 SUBJECT: Joint Planning Commission and Tree Board Worksession on the Street Tree Plan Update

1) Recommended Action:

Review the packet and be prepared for a discussion with the City's consultant and staff on the gap analysis and public engagement plan.

2) Background:

Trees are an essential part of the character of the City. As part of a healthy community and urban forest, they provide many environmental, economic, and community benefits. Trees and their associated vegetation work constantly to mitigate the negative effects of development, while protecting and enhancing lives within the community. In addition to environmental benefits such as improving and protecting water and air quality, directly and indirectly addressing the effects of climate change, and buffering urban noise, trees and their associated vegetation also have socioeconomic and aesthetic benefits, including promoting equity and environmental justice within the community by ensuring each neighborhood in the City receives community investment and support.

The Tumwater City Council made urban forestry one of four top priority actions for 2022-23. The City Council adopted the *Urban Forestry Management Plan* on March 2, 2021 after four years of entirely City-funded work by City staff, stakeholders, a consultant, the Tree Board, and the Planning Commission.

The City's urban forest consists of all trees and understory plants on public and private property in the City. It includes a diverse mix of vegetation that is managed by a broad group of individuals and groups that are located in a range of urban and natural settings including private properties, developed parks, rights-of-way, conservation areas, and other public lands.

The focus of the *Urban Forestry Management Plan* is the "The Right Tree in the Right Place." The *Urban Forestry Management Plan* guides the stewardship of the urban forest within the City through a series of implementation actions. The primary goals, objectives, and actions that address street trees include:

Goal 1. Restore and enhance the community and urban forest.

Objective 1.1. Increase canopy cover in the City to expand the community and urban forest.

Action C. Require appropriate tree planting in new development and redevelopment, by emphasizing proper planning for trees, correct planting techniques, and aftercare that supports the healthy establishment of newly planted trees.

Objective 1.2. Improve and maintain an optimal level of age distribution and species diversity of trees in the community and urban forest by increasing the use of desirable trees.

Action A. Designate tree species based upon specific purposes and site conditions for each project and maximize the benefits of trees while maintaining species diversity.

Goal 3. Manage City-owned community and urban forestry resources for maximum benefit.

Objective 3.3. Improve the health and care of City trees through good horticultural practices.

Action A. Develop the recommended City Street Tree and Landscaping Tree Lists based on local experience.

Action E. Consider the implications of having the City assume maintenance responsibilities for all street trees in City rights-of-way.

Objective 3.4. Establish or enhance the character of City streets using trees in City rights-of-way, where adequate rights-of-way exist.

Action A. Use the updated Comprehensive Street Tree Plan to guide the enhancement of the visual appeal of the City.

Goal 4. Balance the protection and support of the community and urban forest with other City strategic priorities, which include, in part, providing affordable housing, developing a walkable urban community, economic development, addressing climate change, and protecting endangered species.

Objective 4.1. Update the *Urban Forestry Management Plan* and supporting regulations regularly and ensure they work in harmony with other City strategic priorities.

Action D. Review tree preservation, landscaping, and street tree regulations regularly to ensure that they are working with other City strategic priorities, plans, and regulations, responding to changes in climate, and implementing the *Urban Forestry Management Plan*.

The Street Tree Plan update is the next step in the City's implementation of the *Urban Forestry Management Plan*. As part of this project, the City's consultant, The Watershed Company, and City staff will be working in 2023 with stakeholders and the Tree Board, Planning Commission, and City Council to update the City's Street Tree Plan and regulations (TMC 12.24 *Street Trees*), as well as review and update other relevant regulations and standards.

In addition, the City is currently updating its tree and vegetation preservation regulations (TMC 16.08) and will be updating City's landscaping regulations (TMC 18.47) this year.

The Planning Commission and Tree Board had a short introduction to the Street Tree Plan update at a joint meeting on January 10, 2023 and the Planning Commission discussed the Street Tree Plan gap analysis further at their January 24, 2023 worksession.

3) Alternative:

☐ None.

4) Attachments:

- A. Gap Analysis
- B. Public Engagement Plan

Gap Analysis

STREET TREE ORDINANCE (TMC 12.24) AND STREET TREE PLAN CITY OF TUMWATER

December 2022

Prepared for:

Brad Medrud, AICP
Planning Manager
City of Tumwater
Community Development Department
555 Israel Road SW
Tumwater, WA 98501
(360) 754-4180
bmedrud@ci.tumwater.wa.us



*Title-page image: Street trees in Tumwater,
The Watershed Company.*

The information contained in this report is based on the application of technical guidelines currently accepted as the best available science. All discussions, conclusions, and recommendations reflect the best professional judgment of the author(s) and are based upon information available at the time the study was conducted. All work was completed within the constraints of budget, scope, and timing. The findings of this report are subject to verification and agreement by the appropriate local authorities. No other warranty, expressed or implied, is made.



750 Sixth Street South
Kirkland, WA 98033

p 425.822.5242

f 425.827.8136

watershedco.com

Reference Number: 220627

Kimberly Frappier, M.S.
Environmental Planner | Urban Forester
ISA Certified Arborist®

Lexi Ochoa
ISA Certified Arborist® | Tree Risk
Assessment Qualified

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Appendix B

 TMC 12.24 Street Trees

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DRAFT

1 Introduction

The City of Tumwater’s urban forest provides environmental, health, and aesthetic benefits to the entire community. The urban forest is a dynamic ecological system that includes canopy trees as well as associated understory vegetation on both public and private land. It contributes to the City’s character, economic vitality, and a variety of environmental and human health benefits such as reducing urban heat island effects, stormwater management and water quality improvement, erosion reduction, wildlife habitat, and biodiversity, improving mental health and wellness, recreation, and mitigating the impacts of climate change. Like many cities in the Puget Sound region, the Tumwater community is faced with the need to support population growth and development while also ensuring environmental sustainability and promoting equity and environmental justice in its policies.

To meet this challenge, the City Council established “Be a Leader in Environmental Sustainability” as one of its Strategic Priorities in the City of Tumwater Strategic Priorities with the goal of “implement[ing] [the] Urban Forestry Management Plan.” The City Tree Board, with support from the Community Development Department and community stakeholders, created the Urban Forestry Management Plan, which was adopted by City Council on March 2, 2021. To achieve the objectives of the Urban Forestry Management Plan, the City established a review and revision of the City’s street tree code (TMC 12.24 *Street Trees*) as well as the update of its existing Street Tree Plan, developed in 2002, as a high priority action (Tumwater 2021). In addition, the City will also be looking at other related codes, including TMC 16.08 *Protection of trees and vegetation* and TMC 18.47 *Landscaping*, in 2023.

In 2021 and 2022, the Tree Board, Planning Commission, and City planning staff began work to update the Street Tree Plan, which included field trips (See Appendix C) to four sites to learn about street tree conditions in the City and work-sessions to develop a scope of work and priorities for the revised Street Tree Plan (Medrud 2022). The City articulated that the audience for the Street Tree Plan would include residents, homeowner associations, commercial and industrial property owners, developers, landscape architects, arborists, tree professionals, and City tree and landscape maintenance staff. They also identified that the City should address the following sustainable resource management topics within the Street Tree Plan:

- Street Tree Management Plan
- Funding
- Staffing
- Assessment Tools and Data Management

- Species and Site Selection
- Standards for Tree Care
- Public Safety
- Equity
- Reuse

This gap analysis includes the assessment of both the City's municipal code governing the management of street trees as well as the City's 2002 Street Tree Plan, which serves as a best practices manual for City staff as well as for external professionals and stakeholders engaged in street tree care and maintenance in the City. Furthermore, this analysis draws from industry best practices, local urban forest management trends, and regulatory approaches within the Puget Sound region. Features from similar cities' Street Tree Plans or equivalent documents, which may be of interest to the City, are identified along with recommendations based on the latest tree management guidance.

One challenge of urban forest management lies in the fact that these are complex regional and watershed-scale natural systems where regulatory practices differ across local jurisdictions. Furthermore, urban forest types vary by ecoregion and climate type; what may work in eastern Washington cities may not work for the species and habitat types found in western Washington. It is essential that planning and design guidelines are grounded in best practices for urban forest management informed by the best available science in arboriculture¹ and silviculture best practices, urban tree canopy science, critical areas, stormwater management, climate change impacts and adaptation, and sustainable landscape strategies.

Urban forest management is also informed by the priorities, values, and resources of the community. Therefore, the code and Street Tree Plan updates will need to be tailored to address the needs of specific neighborhoods, business districts, landowners, and existing City resources, as well as balance competing City and regional priorities, including developing urban intensities, protecting federally listed prairie species, and providing affordable housing in a geographically constrained area.

¹ Best practices for arboriculture include but are not limited to the American National Standards Institute (ANSI) A300 Standards, which are industry consensus standards developed by the Tree Care Industry Association written by the Accredited Standards Committee. ANSI standards cover everything from specific tree care specifications such as pruning and planting to worker safety.

1.1 Methodology

This gap analysis is the first step in revising TMC 12.24 *Street trees* and the City's Street Tree Plan, and it will frame topics to be discussed and addressed by the Tree Board, Planning Commission, and City Council. The Watershed Company (Watershed) will meet with City Staff, Tree Board, and Planning Commission members beginning in January 2023 to discuss the current street tree ordinance and Street Tree Plan. The project team will also launch a public engagement process to solicit input from external stakeholders that build on the engagement process currently underway for the update to TMC 16.08 *Protection of trees and vegetation*. Priorities identified during stakeholder meetings and public comment provided on the Tumwater Urban and Community Forest Online Open House, coupled with existing code and policy review, will inform and guide the street tree code and Street Tree Plan update process. Community members will also have the opportunity for further involvement by participating in public hearings in 2023.

1.2 Plan and Policy Review

1.2.1 City Design Guidelines

Watershed reviewed TMC 12.24 *Street trees* and City codes that reference tree management, including TMC 16.08 *Protection of trees and vegetation* and TMC 18.47 *Landscaping*. In addition, Watershed reviewed City and regional planning and policy documents to assess tree protection and management references, identify nexus with the existing street tree preservation code and Street Tree Plan, and note opportunities for revision. Those documents include the following:

- 2021 Tumwater Urban Forestry Management Plan
- Tumwater Town Center Street Design Plan
- Design Guidelines for Capitol Boulevard Community Zone
- Capitol Boulevard Corridor Plan
- Tumwater Development Guide
- Tumwater Citywide Design Guidelines
- Tumwater Brewery District Plan
- Tumwater Littlerock Road Subarea Plan

Watershed also completed a jurisdictional code comparison of other Washington jurisdictions within the Puget Sound region with similar land use and urban interfaces that are referenced throughout this document. See Appendix A for a table of findings. Additionally, Watershed staff reviewed other critical City and regional planning documents, including the Tumwater

Comprehensive Plan and Thurston Climate Mitigation Plan, to ensure that the street tree code and Street Tree Plan updates align with local climate resilience and sustainability priorities and the Growth Management Act.

1.2.2 Street Tree Plans

Watershed completed an assessment of the 2002 Tumwater Street Tree Plan as well as reviewed the street tree plans from the City of Seattle (SDOT 2014), the City of Portland (Portland Parks and Recreation 2016), and the City of Vancouver, WA (City of Vancouver 2011). Although these cities have higher populations and are more heavily urbanized than Tumwater, their Street Tree Plans are grounded in the best available science and arboriculture practices. Additionally, these plans are well organized, comprehensive, and easy to understand and serve as good examples of publishable Street Tree Plans for Tumwater to use as a reference.

1.2.3 Urban Forestry Management Plan

The goals and strategies that will guide the update process for TMC 12.24 *Street trees* and the Street Tree Plan are derived from the Urban Forestry Management Plan. The Urban Forestry Management Plan guides the stewardship of the urban forest within the City through a series of implementation actions; its core focus is “The Right Tree in the Right Place.” The primary goals, objectives, and actions of the Urban Forestry Management Plan that specifically inform regulatory strategies and the code update of TMC 12.24 *Street trees* and Street Tree Plan development include:

Goal 1. Restore and enhance the community and urban forest.

Objective 1.1. Increase canopy cover in the City to expand the community and urban forest.

Action B. Ensure that landscaping regulations provide for the preservation of trees with potential and the planting of new trees and understory when removing existing trees and understory on public and private properties.

Action C. Require appropriate tree planting in new development and redevelopment, by emphasizing proper planning for trees, correct planting techniques, and aftercare that supports the healthy establishment of newly planted trees.

Action E. Support and incentivize the use of large-canopy trees in appropriate areas to provide maximum benefits.

Objective 1.2. Improve and maintain an optimal level of age distribution and species diversity of trees in the community and urban forest by increasing the use of desirable trees.

Action A. Designate tree species based upon specific purposes and site conditions for each project and maximize the benefits of trees while maintaining species diversity.

Action B. Stagger new and replacement tree plantings to encourage age distribution and species diversity.

Objective 1.3. Establish a full complement of beautiful, healthy trees in the City by planting trees in locations that maximize their ability to grow while minimizing damage to the essential infrastructure of the City.

Action A. Plan citywide for trees along City streets and in City parks and open spaces, maintain an approved City planting list, and designate nuisance trees for removal and replacement.

Action B. Develop a partnership with the City Stormwater Utility to support maintenance of the City's urban forest and staffing.

Action C. Look at enlarging planting sites to capture stormwater, benefit trees, and reduce hardscape damage such as sidewalk failures or gratings not fitting due to confined growing space for trees. Consider increasing resources to prioritize repairing sidewalk damage.

Action D. Encourage engineering solutions in planting sites such as silva cells, automatic watering systems, or similar options to ensure the healthy growth of trees.

Goal 2. Protect and preserve the community and urban forest, which includes trees, understory, habitat, and soils.

Objective 2.1. Use regulatory and non-regulatory approaches to protect and retain the community and urban forest to the extent practicable within the context of necessary growth and development.

Action A. Enforce tree protection regulations to protect healthy existing trees and forested areas and replace on public and private properties.

Action B. Enforce landscaping regulations to preserve existing trees and understory as well as replace on public and private properties.

Action C. Implement tree-pruning standards for trees on public property such as street trees, trees in critical areas, public land, parks, and trees in natural areas and remnant forests.

Objective 2.2. Develop a City street tree-trimming program.

Action A. Develop tree-trimming areas based on optimal equipment mobilization, priority locations, current tree inventory, and best management practices.

Action C. Prohibit inappropriate tree topping using education and enforcement. Where overhead power lines are creating conflicts, consider replacing the trees with shorter species or burying the power lines to reduce such conflicts.

Action D. Consider tree growth patterns as a factor prior to planting, especially in instances where a dense sight obscuring barrier or exceptionally large tree is not desirable, such as in front of a business.

Goal 3. Manage City-owned community and urban forestry resources for maximum benefit.

Objective 3.1. Promote efficient and cost-effective management of the community and urban forest by selecting, situating, and maintaining urban trees appropriately to maximize benefits and minimize hazards, nuisances, hardscape damage, and maintenance costs.

Action B. Develop and enforce design phase and preconstruction coordination protocols to ensure “The Right Tree in the Right Place.”

Action C. Define and assign street tree maintenance and care responsibilities and publicize for greater awareness and compliance.

Objective 3.2. Adopt best management practices and resource management assessment tools and data management to improve City tree maintenance to manage City-owned community and urban forest areas.

Action B. Regularly review and update the Public Works standards, the Development Guide, and facilities procedures for the maintenance of City trees and the community and urban forest and modify to reflect best tree management practices and employee safety.

Action F. Develop resources for proper tree care that are available to the public, simple to reference, and easily understood.

Objective 3.3. Improve the health and care of City trees through good horticultural practices.

Action A. Develop the recommended City Street Tree and Landscaping Tree Lists based on local experience.

Objective 3.4. Establish or enhance the character of City streets using trees in City rights-of-way, where adequate rights-of-way exist.

Action A. Use the updated Comprehensive Street Tree Plan to guide the enhancement of the visual appeal of the City.

Action B. Maintain and regularly update an ongoing planting plan for vacant street tree sites based on inventory data, which includes designating species for new and

replacement trees based on the Street Tree List that focuses on filling canopy gaps to produce equitable access to tree benefits and green space throughout the City.

Action D. Take the tree health assessment prepared for the Urban Forestry Management Plan and identify specific varieties regularly that will survive the urban environment, climate impacts, and winter wind and ice storms.

Goal 4. Balance the protection and support of the community and urban forest with other City strategic priorities, which include, in part, providing affordable housing, developing a walkable urban community, economic development, addressing climate change, and protecting endangered species.

Objective 4.1. Update the Urban Forestry Management Plan and supporting regulations regularly and ensure they work in harmony with other City strategic priorities.

Action D. Review tree preservation, landscaping, and street tree regulations regularly to ensure that they are working with other City strategic priorities, plans, and regulations, responding to changes in climate, and implementing the Urban Forestry Management Plan.

Action E. Review and update the Comprehensive Street Tree Plan regularly to reflect “The Right Tree in the Right Place” strategies, including plantings in planter strips and medians and encourage planting of native tree species, where appropriate.

Action F. Review the Street Tree List and Landscaping Tree List regularly to ensure plant choices and tree selection implement the Urban Forestry Management Plan.

The Urban Forestry Management Plan recognizes that different community and urban forest subtypes may require different approaches to tree management based on environmental conditions and land use designations, as described in the City’s Comprehensive Plan. Environmental conditions account for the tree species and plant types most appropriate for a site, historical use, and conditions, as well as soils, hydrology, and microclimates. Land use accounts for the density of development within a subarea. Tree management differs in higher-density urban land developments compared with lower-density residential areas, open spaces, and critical areas. The tree and vegetation protection code update aims to integrate these concepts. The 2021 Urban Forestry Management Plan can be found on the City website or on the [Tumwater Urban and Community Forestry Online Open House](#).

1.2.4 Thurston Climate Mitigation Plan

Cities and towns in the Puget Sound region are already feeling the impacts of climate change, including hotter summers, extended periods of summer drought, an increase in air pollution, extreme flooding, and increased rain events (Climate Impacts Group 2022). A healthy urban tree canopy helps to mitigate some of these impacts through carbon sequestration; the capture, filtration, and slow release of stormwater; and providing shade. The Thurston Regional Planning Council, a partnership between the Cities of Tumwater, Lacey, Olympia, and Thurston County, seeks to reduce climate-polluting greenhouse gases and develop a regional framework to address this critical environmental issue. Together they developed the Thurston Climate Mitigation Plan (2021), which recognizes the important role that trees, vegetation, and healthy soils play in carbon sequestration, erosion reduction, stormwater management, and providing habitat. Strategy A5/A6/A7: Preserve tree canopy and manage forests and prairies to sequester carbon includes specific actions consistent with the Urban Forestry Management Plan, including:

A6.5 Municipal Canopy. Maximize tree canopy on jurisdiction owned or managed land, where appropriate in balance with other jurisdictional goals.

A6.9 Tree Canopy Preservation. Develop a tree canopy ordinance that establishes a baseline for current urban canopy and sets goals for future canopy to increase resilience. Combine direct cooling value (urban heat island mitigation) with carbon sequestration value when evaluating urban tree management.

Throughout the municipal code and street tree plan update process, the City will be considering the implications of climate change on street tree management. As much as trees and urban forests help to mitigate the impacts of climate change, they are also greatly affected by the shifts in temperature, precipitation, the growing season, and other factors, such as an increase in pest infestations that result from these changes. Heatwaves, drought, and flooding can cause a decline in tree health and increased mortality in some species. Although many tree species grow in a wide geographic range and may exhibit adaptations and “plasticity” in the face of changing growing conditions, the Puget Sound is starting to see the decline of some of our key native species, including bigleaf maple (Betzen et al. 2021) and western redcedar (Fischer 2019) as well as challenges to tree establishment and vigor in other horticultural varieties.

As noted in the Urban Forestry Management Plan, the City will need to employ management strategies to ensure the resilience of the City’s urban forest. The City street tree ordinance and street tree plan can serve as a tool by guiding tree species selection, as noted earlier, timing of landscape plant installations, and monitoring protocols to assess tree health and potential pest outbreaks.

1.3 Internal and External Stakeholder Engagement

City and Watershed staff will be facilitating public meetings with external stakeholders beginning in January 2023, collectively called Community Conversations, to educate the public on the street tree code and Street Tree Plan update and solicit feedback, concerns, and priorities for street tree management within the City of Tumwater. These will be “hybrid” meetings hosted online, with in-person attendance provided at City Hall or the Fire Department Training Room. An internal stakeholder session with City staff will be conducted in early January 2023 to enlist input from City employees who implement and enforce the City street tree management.

Additionally, the City is hosting an Online Open House website to engage community members who cannot attend the stakeholder meetings. The Tumwater Urban and Community Forestry Online Open House invites all stakeholders to provide public comment and serves as a hub for project updates and background information. Public comments provided online and during stakeholder meetings will be summarized as an appendix in a final version of this Gap Analysis. Data will be assessed and integrated into the ordinance update and Street Tree Plan as applicable and feasible.

1.4 Document Organization

This report is organized in the following manner:

- Section 2. Analysis of Existing Street Tree Ordinance
This section includes recommendations for updating TMC 12.24 *Street Trees* (See Appendix B). Potential gaps are identified within each section by topic. This section also addresses additional regulatory or urban forest management topics not addressed within the existing ordinance.
- Section 3. Analysis of 2002 Street Tree Plan
Section 3 includes potential gaps and recommended revisions to the City’s 2002 Street Tree Plan. The original Street Tree Plan is linked within the Reference section of this report.
- Section 4. Additional Considerations
This section includes additional considerations and recommendations that pertain to the Street Tree Plan update not currently included in the 2002 Street Tree Plan.
- Section 5. Regulatory Linkages: Consideration with other City Plans and Guidelines
Section 5 discusses regulatory linkages with other City documents where street trees are discussed or may require additional references and amendments including other related City tree protection or landscaping codes.

- Section 6. Proposed Street Tree Plan Organization
Section 6 details a proposed outline for the revised Street Tree Plan.
- Section 7. References
This section includes references used throughout the report.

2 Analysis of Existing Street Tree Ordinance

2.1 Introduction

Tumwater’s existing street tree ordinance (TMC 12.24 *Street trees*) outlines regulatory requirements pertaining to planting authority, prohibited tree species, the definition and abatement of nuisance trees, stump and root removal, and enforcement. The current ordinance (See Appendix B) would benefit from reorganization with additional sections by specific topics as well as added references to other applicable codes and policy/planning documents. This would provide clarification and improve functionality for greater ease of use and application by the reader.

Summary of Recommendations:

- Reorganize the ordinance with additional topics sections and added references

2.2 Statement of Purpose or Intent

TMC 12.24 *Street trees* does not include a statement of purpose or intent. The City may consider adding this to ensure consistency with the adopted 2021 Urban Forestry Management Plan. This section should consist of an introductory paragraph that describes the recent Urban Forestry Management Plan planning efforts and reference the most up-to-date Street Tree Plan.

Additional topics could include:

- General intent of the chapter is to ensure traffic visibility for pedestrian, bicycle, or vehicular traffic, protect utilities, streets, accessible access, and sidewalk infrastructure, link together various parts of the City, ease transitions from various land uses, mitigate the impacts of development on stormwater and urban heat islands, as well as growing the urban tree canopy.
- Include a statement that reflects the Urban Forestry Management Plan’s guiding principle of “Right Plant, Right Place” to manage trees and vegetation in accordance with industry standards, best management practices established by the International Society of Arboriculture (ISA) and the American National Standards Institute (ANSI) for Management of Trees During Site Planning, Development and Construction, Pruning, and Tree Risk Assessment.

Summary of Recommendations:

- Develop and include a statement of purpose and intent

2.3 Definitions

One goal of this code update is to ensure that the revised ordinance is straightforward and easy to understand. To that end, additional terms are necessary to ensure the ordinance is accessible to City planners, industry professionals, and community members. As specific amendments are proposed, additional definitions may be needed to ensure conciseness within the ordinance. Furthermore, there may be definitions remaining that are no longer applicable and can be removed. Definitions should be crafted to reduce ambiguity and adhere to industry standards and best management practices established by ISA and ANSI.

Definitions should be reviewed for consistency across other chapters of the Tumwater municipal code, including TMC Title 16 *Environment*, Title 17 *Land Division* (TMC 17.04 *Definitions*), and Title 18 *Zoning* (TMC 18.04 *Definitions*). For example, a definition of a street tree is defined in TMC 17.04 *Definitions*, whereas Title 12 *Streets, Sidewalks, and Public Places* do not have a separate definitions section. A definitions section may be included in Title 12 *Streets, sidewalks and public places*, or a reference to TMC 17.04 *Definitions*, could be included in TMC 12.24 *Street trees*.

Summary of Recommendations:

- Include additional, relevant terms; remove terms deemed inapplicable
- Determine how these definitions should be accessed (included in Title 12 or as a reference to Title 17.04)

2.4 Street Tree Standards and Specifications

TMC 12.24 *Street trees* does not currently include planting and maintenance standards, nor does it cross-reference the City's Street Tree Plan. Street tree specifications are referenced as "in accordance with the development guide." The City could consider adding a code section titled "Street Tree Management Standards" with subsections on street tree species selection, pruning and maintenance requirements, and reference to the City Street Tree Plan. Further discussion on these topics can be found in Sections 3.5.1, 3.9.9, and 4.4 of this report.

Summary of Recommendations:

- Include a new section, "Street Tree Management Standards," with relevant subsections

2.5 Jurisdiction and Authority

The City should clarify the roles and jurisdiction of tree management and maintenance by the City versus when adjacent private landowners are responsible for trees within the right-of-way. This section should articulate that the City is responsible for formal arterial and streetscapes and informal roadside vegetation within public unimproved rights-of-way. Likewise, the code should clarify when private landowners are responsible for the management of trees within adjacent rights-of-way, such as privately owned street trees. Other jurisdictions include a specific list of rights-of-way in the code where City is responsible such as the City of Burien (BMC 12.38.080 *City maintenance responsibility list*).

Summary of Recommendations:

- Describe the roles and jurisdictions of tree management and maintenance
- Clarify when private landowners are responsible for the management of trees in adjacent ROW

2.6 Permit Requirements: Public Tree Removal and Pruning

The City may consider establishing a permitting process specifically for the removal or pruning of street trees with clear procedures outlined in TMC 12.24 *Street trees*. The request to remove a public tree should require an arborist report by a qualified professional and have associated fees. Pruning requests would not require any fees, but an ISA-certified arborist should be required to perform the pruning of public trees according to ANSI A300 standards. Other jurisdictions within the Puget Sound region include tree or right-of-way use permit requirements for planting, removing, and pruning of public trees. Examples included in the jurisdictional code comparison conducted for this report include the City of Burien (BMC 12.38.040), Edmonds (ECC 18.85.020), and Shoreline (SMC 12.30.040) (See Appendix A).

Summary of Recommendations:

- Establish and describe protocols for permitting requirements related to tree management in rights-of-way

2.7 Assessment of TMC 12.24 by Code Section

2.7.1 Planting of certain types of trees prohibited (TMC 12.24.010)

This section describes which species shall not be planted within the City rights-of-way. Willow, cottonwood, and poplar trees are identified as nuisance species due to the invasive quality of their root systems. These are also included on the list of prohibited trees for the City and excluded from tree retention calculation standards within TMC 16.08 *Protection of trees and*

vegetation. The City also has a list of trees not allowed in public rights of way to minimize impacts to sidewalks and other infrastructure conflicts.

The City may consider expanding its prohibited tree list to include trees known to be invasive in natural areas and open spaces, such as English holly (*Ilex aquifolium*), which can create dense thickets – especially in upland forests of Western Washington, outcompete native vegetation, and is on the monitor list with the Washington State Noxious Weed Board (WANWCB).

Likewise, the City may consider expanding its preferred tree list to include other drought-tolerant or climate-adapted species suitable within restricted planted space within City rights-of-way. For further discussion of prohibited and preferred tree species and the development of an Approved Street Tree List, see Section 3.5.1 of this report.

Summary of Recommendations:

- Update the list of prohibited trees
- Revise and expand the approved street tree list

2.7.2 Unauthorized planting in public spaces prohibited (TMC 12.24.020)

This section discusses the prohibition of planting any trees or shrubs in any public space without permission from the City. It expands the list of prohibited trees to include fruit trees (except ornamental varieties), nut trees, Ailanthus, Mountain ash, Oregon or big leaf maple, American elm, or any other tree whose roots are considered invasive, which could lead to inevitable conflicts with sidewalks and other public infrastructure.

Consider consolidating this species list with the list of prohibited trees under 12.24.010 instead of having them in two separate sections. See Section 3.5.1 of this report for further discussion of species selection.

Summary of Recommendations:

- Consolidate and amend the street tree list to include species listed above
- See Section 3.5.1 of this report for additional discussion

2.7.3 Trees and shrubs endangering usefulness of streets and sidewalks – Public nuisance (TMC 12.24.030)

Public nuisance is first defined in TMC 8.04.030 *Public nuisance defined*. This section outlines how a tree, shrub, or other vegetation may be declared a public nuisance along with TMC 12.24.050 *Fire hazards – Abatement*. Consider consolidating these code sections into one new section that covers public nuisances. See Section 2.7.5 of this report regarding fire hazards.

Vegetation that jeopardizes the safety or inhibits access or use of any public street, sidewalk, sewer, or underground utility is considered a public nuisance. This code provision allows trees to extend over the sidewalk when its crown is raised eight feet above sidewalks and fourteen feet above roadways. Section 4.19.C of the Tumwater Development Guide also states that trees impeding visibility at intersections need to be “trimmed from the base to a height of 10 feet above the street” (Tumwater 2019). This standard should be consistent across the municipal code and planning documents or clarify in which circumstances the standard can be altered. City should also direct readers to street tree pruning and maintenance standards located in the City’s revised Street Tree Plan.

Summary of Recommendations:

- Consider consolidating code sections (TMC 12.24.030 and TMC 12.24.040)
- Clarify pruning clearance height expectations for sidewalks and streets

2.7.4 Abatement of nuisance (TMC 12.24.040)

This section explains that the Director shall provide written notice to the owner of previously described nuisances to mitigate through trimming or removal. The expense shall be taken on by the owner. If mitigation is not done in a timely manner in accordance with the written notice, a bill may be given to the owner. There are no suggested changes to this section currently.

2.7.5 Fire hazards – Abatement (TMC.12.24.050)

Any vegetation that has grown and died on a property is considered a fire and safety hazard and is considered a public nuisance. The onus lies with the property owner to mitigate. As noted earlier, consider consolidating this section with TMC 12.24.030 to address public nuisances in one section. The City should also consider adding a reference to the current Hazards Mitigation Plan or Street Tree Plan.

2.7.6 Stumps and roots – Removal (TMC 12.24.060)

This section discusses the requirements for stump grinding for trees and shrubs. After stump grinding, should roots remain, a suitable compound is required to prevent future sprouting. If any roots have impacted the street, curb, or sidewalk, those roots shall be removed, and the infrastructure repaired. The City should consider including this in a new section titled “Street Tree Management Standards,” as noted in Section 2.4 of this report, or reference the specific management standards referenced in the Street Tree Plan. The standard for stump and root treatments should also reference the City’s Integrated Pest Management (IPM) policy or standards for herbicide use to control stump sprouting. The City should also specify when and if a right-of-way or street-use permit is required to perform this work.

Summary of Recommendations:

- Consider creating a new code section, “Street Tree Management Standards”
- Include reference to the City’s IPM policy as it relates to herbicide use
- Determine if and when a ROW or street-use permit is required to perform stump removal

2.7.7 Appeals (TMC 12.24.070)

No changes are proposed, and the appeals procedure is cross-referenced to the appropriate development code to avoid redundancy and consistent language during future code updates to the section.

2.7.8 Enforcing authority (TMC 12.24.080)

This section states, “The public works director or his/her duly authorized representative shall be charged with the enforcement of this chapter.” While the Transportation & Engineering Director has replaced the Public Works Director as the responsible party for street related issues, these code amendments will not be updating references to the old Public Works Director position, as that is a code wide issue. No changes are recommended for this section.

2.7.9 Violation – Penalty (TMC 12.24.090)

This section of the City code could be evaluated for consistency with other tree-related code violations. Currently, TMC 12.24.090 states that “violation of or failure to comply with any provision of this chapter shall constitute a misdemeanor.” The City may consider structuring violation penalties by whether they are associated with a development project versus trees adjacent to existing development.

There is variation across jurisdictions on the assignment of fines and penalties related to public trees. The City of Burien street tree code also references RCW 64.12.030 *Injury to or removing trees, etc. – Damages* that pertain to the timber trespass statute in the Revised Code of Washington.

Summary of Recommendations:

- Consider penalty structure for violation of this code
- Determine fines and penalties as they relate to injuring or removal of street trees

2.7.10 Remedies not exclusive (TMC 12.24.100)

This section states, “The remedies prescribed in this chapter are in addition to all other remedies provided or authorized by law, including damages to the City’s proprietary interests.” No changes are recommended for this section.

2.8 Monitoring

As outlined in Objective 4.1 Action D of the Urban Forestry Management Plan, the City will review urban forestry regulations in the municipal code to evaluate their effectiveness in achieving other City strategic priorities, plans, and regulations, responding to changes in climate, and implementing the Urban Forestry Management Plan (Tumwater 2021). This will begin with this code update, anticipated to be completed by summer 2023, and then every four years. The City could consider including this provision in the municipal code itself.

Summary of Recommendations:

- Consider including an update interval into TMC 12.24 *Street Trees*

3 Analysis of the 2002 Street Tree Plan

3.1 Overview of Section 3

Tumwater's existing Street Tree Plan (Tumwater 2002) was developed in 2002 by Washington Forestry Consultants. The plan focuses on the use of trees as a central design element to link different areas of the City together. It describes different planting design themes and provides recommendations on tree species selection by addressing mature trees in the landscape, lifespan, character and form, and cold hardiness. Tree species recommendations are outlined for specific types of streets (main artery, connector, etc.). It includes suggestions for planting strip dimensions to support tree growth, basic best management practices for tree planting, after-planting care, and maintenance practices. An overview of the City code and document review is described, and recommendations for the next steps for urban forestry management are included.

The following gap analysis is organized by the title section of the 2002 Street Tree Plan (report Sections 3.2 through 3.10). Recommendations for revisions are provided with references to examples from other jurisdictions. Additional recommendations for the revised Street Tree Plan follow in Section 4 and they are organized by topic. Regulator linkages with related City codes, policies, and guides are described in Section 5. The proposed organization of the revised Street Tree Plan is in Section 6.

3.2 Executive Summary

The Executive Summary of the 2002 Street Tree Plan includes a brief overview of the contents, a description of the 2002 canopy conditions, and broad canopy goals. In lieu of an Executive Summary, the City could consider combining it with the information currently housed in the

Introduction to create one section detailing the Street Tree Plan's purpose, scope, and intent. The *Purpose, Scope, and Intent* section should place the Street Tree Plan in context with City's broader planning and management framework – with references to related municipal codes and policies. The importance of street tree management should be referenced as a critical tool for achieving the City's canopy cover goals. It should also serve as a stand-alone and defensible plan when the City is reviewing development applications. This section should describe the intended audience defined in Section 1 of this report (See Appendix D).

Summary of Recommendations:

- Condense executive summary and introduction sections into a *Purpose, Scope, and Intent* section
- Reference goals stated in the Urban Forestry Management Plan and other relevant municipal codes and policies

3.3 Introduction

The existing introduction section describes the overarching canopy goals of the City, emphasizing the design importance on a community-wide basis and trees' ability to link different City areas together. As noted above in Section 3.2, the Introduction could be combined with the Executive Summary to characterize the purpose, scope, and intent of the Street Tree Plan. The revised section will need to reference and reflect the goals, objectives, and actions outlined in the City's 2021 Urban Forestry Management Plan as stated in Section 1.2.3 of this report (Tumwater 2021).

Summary of Recommendations:

- Condense executive summary and introduction sections into a *Purpose, Scope, and Intent* section

3.4 The Street Tree Planning Process

This section describes various planting design themes and their applications. It also discusses mature tree size, lifespan, characteristics, hardiness, and species diversity. Comments per section topic are discussed below. Any discussion of street tree planning and planting should ensure synergy with TMC 18.47 *Landscaping*.

3.4.1 Planting design patterns

Design recommendations outlined in this section would be better suited to a City street design plan. Design themes are discussed in the Town Center Street Design (Tumwater 2003) and the Capitol Boulevard Corridor Plan (Tumwater 2014). See the Reference section of this report for

links to these documents. The City should ensure that specific neighborhood or district design documents reflect best planting and management practices outlined in the revised Street Tree Plan.

Summary of Recommendations:

- City design documents should reflect best management practices
- Determine what level of detail regarding street tree design is desired
- Present the information graphically

3.4.2 Mature Tree Size

This section discusses the limitations trees face in the urban environment that may restrict a tree from maturing to its full size. These considerations would be better suited under Street Tree Selection. See Section 6 of this report for a proposed outline.

Summary of Recommendations:

- Combine topics related to tree species selection (mature tree size, lifespan of trees, tree character, and species diversity) under one section (See Section 6 of this report for a proposed outline) and utilize this information to help inform the updates to the Approved Street Tree List.

3.4.3 Longevity of Species

This section lists common fast-growing tree species that are often planted. These fast-growing species result in higher maintenance costs and often need to be replaced sooner than slower-growing species. These considerations would be better suited under *Street Tree Selection* and incorporated into the Approved Tree List table. See Section 6 of this report for a proposed outline.

3.4.4 Tree Character

This section describes tree characteristics, such as form, leaf color, and branch habit, which help determine tree selection. These considerations would be better suited under *Street Tree Selection* and incorporated into the Approved Tree List table. See Section 6 of this report for a proposed outline.

3.4.5 Diversity of Street Trees

This section discusses the importance of avoiding monocultures when unexpected disease and pest pressures emerge. This should include findings of the 2018 citywide tree inventory, canopy diversity goals discussed in the Urban Forestry Management Plan, and industry

recommendations. Based on best arboriculture practices the recommendation is to limit any one genus to 10% and species to 5% (Galle et al. 2021). While these thresholds do not consider the surrounding matrix of trees or the non-inventoried street trees in Tumwater, it is good practice to aim for these numbers by increasing species diversity, thus reducing the risk of losing significant portions of the street tree canopy. These considerations would be better suited under *Street Tree Selection*. See Section 6 of this report for a proposed outline.

3.5 Current Tree Conditions

This section describes the results of the 1997 street tree inventory and species planted in old and recent plantings. Existing soil conditions of Tumwater are also outlined in this section. Recommendations regarding backfill soil for tree planting are briefly discussed. This section also notes that supplemental irrigation is required three years post-planting to ensure healthy root growth. In the case of trees planted in sidewalks with tree grates or in parking lots, the Street Tree Plan encourages species selection to reflect increased soil and air temperatures.

The City completed an updated street tree inventory in 2018. For further discussion of the 2018 data, see Section 4.6 of this report. Objective 1.3 Action A of the Urban Forestry Management Plan, recommends updating this inventory on a five-year basis. All current information on 2018 tree inventory results, diversity findings, and tree selection should be moved to a new section titled *Street Tree Selection*. Soil amendment requirements should be included in the detailed specifications for plantings and should be moved to *Planting Guidance* along with requirements regarding irrigation, watering requirements, and tree grates. See Section 6 for all recommended changes to the revised street tree plan outline. Additional comments regarding irrigation and watering are found in Section 3.9.6 of this report.

Summary of Recommendations:

- Include 2018 inventory data in the Street Tree Plan and proposed update intervals. The Urban Forestry Management Plan recommends every five years (Objective 3.3 Action A Priority 2)
- Include specifications for soil amendments

3.5.1 Street Tree List

Growing healthy full-sized canopy trees in the built environment requires careful consideration of optimal growing conditions by species, proper planting practices, and protection of infrastructure (e.g., buildings, utilities, driveways, sidewalks, and fences). To achieve this, the City has developed an approved tree list ([Approved Street Tree Species | City of Tumwater, WA](#)) to guide street tree selection on commercial, industrial, and residential development projects. The current Street Tree Plan also includes a recommended tree list (See Table 1, page

13). The list is organized by size, crown spread, and spacing. The Street Tree Plan also includes a list of conifer species considered suitable for informal plantings.

The City should consider revising this list to provide homeowners and other landowners with “Right Tree, Right Place” guidance on preferred and prohibited tree species and planting practices aligned with planting specifications outlined in TMC 18.47 *Landscaping* and the revised Street Tree Plan.

Additionally, species selection and recommendations should be informed by current trends in the region’s changing climate. The University of Washington Climate Impacts Group predicts that Western Washington will likely see increasingly drier conditions and higher temperatures during the summer months, with potential increases in precipitation during the winter months. This increases stressors on urban trees, such as drought, insect, and tree disease outbreaks. As the City develops its preferred tree lists and resources, species should be prioritized that Perform well under summer drought conditions and outline best practices for tree installation and establishment. The City should reference this resource in the applicable tree protection, landscaping, and development codes and provide access on the City’s urban forestry website.

Both lists within the current Street Tree Plan should be cross-referenced with the species noted in the Urban Forestry Management Plan, the Tumwater Development Guide Chapter 3, the Tumwater Capitol Blvd Design document, the Tumwater Town Center Street Design document, and the Approved Street Tree Species list published on the City of Tumwater website. The updated list should be revised to remove problematic trees and include new suitable species with a focus on enhancing the diversity of the street tree population, procurement availability, and our evolving climate with drier, hotter summers.

The City may also include prohibited street tree species in their own list. Prohibited trees should include invasive trees, trees with weak wood, and trees that drop fruit on the sidewalk or street. The City should consider adding the following invasive or aggressive species to those listed in TMC 12.24.010 *Planting of certain types of trees - prohibited*:

- *Crataegus monogyna* – common hawthorn (invasive in natural areas)
- *Ilex aquifolium* – English holly (invasive in natural areas)
- *Paulownia tomentosa* – empress tree (aggressive and quick growing, potentially invasive)
- *Prunus avium* – bird cherry (invasive in natural areas)
- *Sorbus aucuparia* – European mountain ash (invasive in natural areas)

Trees cited in the 2018 citywide tree inventory known to have infrastructure conflicts may also need to be added to the prohibited tree list. The trees listed below are included because they require large planting areas and they are known to have aggressive root systems, which can cause infrastructure conflicts.

- *Acer platanoides* – Norway maple (roots; invasive – Seattle does not allow planting this within 1,000 feet of greenbelts)
- *Acer rubrum* – red maple (roots)
- *Acer truncatum* x *A. platanoides* – sunset maple (roots)
- *Fraxinus* spp. – ash (roots)
- *Liriodendron tulipifera* – tulip tree (roots)
- *Pyrus calleryana* – Callery pear (becoming invasive in other areas)

Field trip notes compiled by the Tree Board and Planning Commission on Sept 22, 2022 (See Appendix C), recorded two species to avoid—maples and sweetgums. Additional information is needed to determine why these two species were cited (i.e., infrastructure conflicts). In addition, if the City updated Street Tree Plan covers the entire ROW, including natural areas, the City may want to create an additional list with approved native trees to plant in natural areas adjacent to the road.

Consider creating one Approved Street Tree List, listing common and botanical names, noting such specifics as best-suited locations (i.e., under powerlines) and spacing recommendations, and including it in the updated Street Tree Plan. The final list should be a living document and, as recommended by the Urban Forestry Management Plan, be evaluated and updated every five years (Objective 3.3 Action A Priority 2). When the Approved Street Tree List is updated in coming years, consider including the scope and budget to perform a street tree suitability test. This field test would involve an arborist assessing species in the built environment around the City of Tumwater. The arborist would look for current infrastructure conflicts, especially pertaining to root conflicts. Trees consistently found to be in conflict may need to be removed from the list.

Example planting resources and tree lists include the Seattle Department of Transportation's Approved Street Tree List and City of Kirkland tree lists and homeowner education materials, which are linked in the References section of this report for further consideration.

Summary of Recommendations:

- Cross-reference existing Street Tree Lists
- Establish an Approved Street Tree List to be included in the Street Tree Plan and on the City's website
- Consider including a Prohibited Tree List in the master list that could reference the Noxious Weed Board's most current list of trees.

3.6 Street Tree Themes

This section describes high-need areas, potential planting opportunities, and species recommendations. Table 2 in this section describes recommended primary and secondary trees along specific streets, with an accent tree and utility tree. This detailed information seems better suited for a master plan document like the Tumwater Town Center Street Design or Design Guidelines for Capitol Blvd Community Zone than the operating Street Tree Plan document. However, the design information may be better relayed through a map graphic. None of the other Street Tree Plan reviewed included high-level design details within the document.

Summary of Recommendations:

- Determine what level of detail regarding street tree design is desired
- Consider presenting the information graphically

3.7 Street Profiles for Trees

This section described ideal tree spacing to achieve tree-lined streets it and should be combined with Section 3.8. Both sections should reside within the Street Tree Planting section described in the proposed Street Tree Plan outline. See Section 6.

3.8 Planting Space Recommendations

This section recommends 8-foot-wide planter strips when designing sidewalk areas to reduce future infrastructure conflict and emphasizes providing trees with enough root space to allow the tree to come to maturity. General spacing recommendations are also included for large, medium, columnar, and small street trees.

Several Tumwater documents note planting strip width recommendations and tree spacing.

- **Tumwater Development Guide Chapter 3** (4.49.C-D *Street Trees*)
 - “Planter strips shall typically be 6 feet in width to provide adequate root space and water infiltration.”
 - “Trees shall be located at least 3 feet behind the backside of the curb...spaced 30 feet on-center, starting 15 feet from the property line.”
- **Tumwater Town Center Street Design** (*Street Character*)—streets to include 6-foot-wide planter strip.
- **Tumwater Capitol Blvd Design** (B.1.2 *Properties Fronting on Side Streets*) – “must provide a sidewalk at least 6-foot-wide sidewalk with a 6-foot-wide planter or a 12-foot-

wide sidewalk with tree wells. The planting strip must include at least one street tree for every 30 feet of frontage.”

A consensus on the minimum amount of planting space should be agreed upon before implementation. Tree spacing recommendations should be included in the updated Street Tree Plan and could be presented in the master Approved Street Tree list table as its own column. Establishing minimum planting space requirements (planter strip width, etc.) should be included in the Tumwater Development Guide and the Street Tree Plan. Any areas too small to support tree growth should also be listed; for example, planting strips less than three feet in width (Portland 2016).

Summary of Recommendations:

- Determine the minimum allowable planting area and tree spacing
- Include recommendations for use of silva cells
- Include this determination in the Tumwater Development Guide

3.9 Street Tree Planting and Maintenance

This section outlines several aspects of the planting and maintenance process, including budget, stock quality, preparation of the planting hole, the orientation of the tree to be planted, tree grates, burlap and wire basket, fertilization, watering, mulching, staking, trunk wraps, root collar protection, pruning, inspections, planting timing, record keeping, and management units. Many topics discussed in this section follow current best management practices and should be included in the updated Street Tree Plan. See Section 6 for the recommended outline. Comments per section topic are discussed below for those needing updates, revisions, or clarification.

3.9.1 Budget

This section details the recommended per-tree annual budget (\$7-\$10 per tree) needed to adequately maintain street trees, noting that as trees grow, the budget should also reflect the aging trees.

While overall maintenance costs may increase, choosing the right tree for the right place and establishing a proactive maintenance program while the tree is young will help mitigate many problems as the trees age, such as infrastructure conflicts and poor canopy structure. The City should consider whether it would like to include general cost estimates or budget information in the updated Street Tree Plan. Other jurisdictions reviewed as part of this analysis do not include cost estimates or budget information. Instead, the Street Tree Plan serves as the best management guideline.

Summary of Recommendations:

- Determine if the City wants to include budget information

3.9.2 Stock Quality

The recommendations referenced in this section of the current Street Tree Plan regarding stock selection, although sound, were published in 1996 by the American National Standard for Nursery Stock. Instead, consider a reference to the most current standard on the Tumwater Street Tree webpage and the Resources section of the updated Street Tree Plan. An additional paragraph within the existing Street Tree Plan describes procurement contracting between the City and a nursery. If helpful for internal City staff use, this procedure should be updated to represent current or desired practices.

Minimum tree size requirements should also be included. The Tumwater Development Guide requires street trees to measure 2 or 3 inches in caliper (Chapter 4.49.B, page 4-41), which is similar to, but slightly larger than the size thresholds used by other jurisdictions. Size thresholds for street tree stock is generally consistent across other jurisdictions that include different minimum replacement tree size requirements based on tree type (broadleaf or conifer)². Caliper recommendations from the jurisdictional review are as follows:

Table 1. Recommended Tree Species Size

City	Broadleaf (Caliper/Height)	Conifer (Caliper/Height)
Burien, WA	2 – inches in caliper	6 feet in height
Edmonds, WA	Largest caliper available	
Lacey, WA	2 – inches in caliper	7 feet in height
Olympia, WA	1-2 inches in caliper *size requirements based on development type	3-4 feet in height *size requirements based on development type
Portland, OR	1.5 - 2.5 inches in caliper	5 feet in height
Vancouver, WA	1.5 - 2 inches in caliper	
Tumwater (existing)	2 - 3 inches in caliper	
Recommended	1.5-2 inches in caliper	6-7 feet in height

² This standard is based on the American Standard for Nursery Stock (ANSI Z60.1) published by the American Horticulture Industry Association (aka AmericanHort). This was developed to standardize the system for measuring and describing plants based on tree type to facilitate the trade in nursery stock with professionals in the arboriculture and landscaping industry. Some jurisdictions also utilize these size thresholds to ensure that trees at the time of planting are of a size and structure to dissuade acts of vandalism or damage and thus are more likely to reach maturity.

Summary of Recommendations:

- Determine if procurement information is helpful to City officials to be included in this document
- Determine the minimum size of replacement trees based on tree type

3.9.3 Tree Grates

Within the current Street Tree Plan, tree grates are recommended for use if the only planting location is within a sidewalk. The grates should be five feet by five feet. Tumwater Town Center Street Design recommends using permeable pavers to help increase the water supply and available soil to trees. Tumwater Capitol Blvd Design (Section C.1.2. A-C Pedestrian Circulation) requires trees “as approved by the Director, [to] be placed at an average of 30 feet on-center and placed in grates.”

Tree grates generally do not contribute to a tree’s overall well-being during its lifespan. Too often, grates cause trunk or root girdling issues or roots cause grates to uplift, thus creating a pedestrian tripping hazard. If there are instances where there is no alternative, the City should decide when tree grates are required and include a detail depicting best practices for installation. Additionally, the City should clarify who will oversee maintaining the tree grates and removing rings as the tree grows. Situations, when permeable pavers are preferred, including narrow sidewalks with less-than-ideal planting space, should be specified. Consider including proactive sidewalk solutions such as silva cells or interlocking pavers.

Summary of Recommendations:

- Determine when tree grates are required (include a standard detail)
- Determine which department is responsible for tree grate maintenance and removal
- Include proactive sidewalk solutions

3.9.4 Burlap and Wire Basket

The current Street Tree Plan notes that “prior to completing backfill, cut out the upper 2/3’s of the wire basket and remove from the hole.” Current best management practices vary for this recommendation. The City should consider how it would like to approach this practice and include the decision in the Street Tree Plan.

- **Seattle:** At a minimum, twine, burlap, and wire baskets should be removed to expose the top 2/3 of the root ball. Full removal of twine, burlap, and wire baskets is preferred.

- **Portland:** All of the burlap and wire shall be completely removed from the root ball before backfilling.
- **Vancouver, WA:** Remove wire baskets. After the root ball is oriented in the hole, balled and burlapped trees in wire baskets shall have the upper two-thirds of the wire basket cut and removed from the ball.
- **Trees Are Good website:** Remove wire basket or cut one or two rings off so it is low profile and will not interfere with future root growth.

Summary of Recommendations:

- Determine how the City would like to deal with this tree-planting practice.

3.9.5 Fertilization

The current Street Tree Plan states that trees should be fertilized with a granular fertilizer at a rate of 6 pounds per 1,000 square feet with a 20-10-10 fertilizer. The section also states not to incorporate fertilizer into the planting hole.

It is recommended to perform a soil or foliage nutrient test before fertilizer is applied to avoid over-salting the soil. A soil or foliar test aims to provide an accurate assessment of the soil's fertility to create an accurate plant healthcare plan. A slow-release fertilizer with a low salt index is preferred if fertilizer is to be applied. Fertilization recommendations may not be necessary to specify in the Street Tree Plan and can reference a qualified professional or be included in an appendix with best management practices.

3.9.6 Watering

This section provides recommendations for watering at the time of planting and watering rates amounts per week as the tree matures, with the caveat that soil moisture should be physically checked to confirm frequency and amount.

There is little direction in the existing Street Tree Plan regarding irrigation past the planting stage. The Tumwater Development Guide Chapter 3 discusses irrigation very briefly—"systems shall have a backflow prevention installed and not wet public streets or sidewalks." Irrigation is required, as per TMC 18.47.020(J), except when native or drought-tolerant vegetation is included. Field trip notes compiled by the Tree Board and Planning Commission (See Appendix C) note the need for street tree irrigation during dry summers.

As summers continue to be drier and hotter than previous years, the City could consider including long-term watering/irrigation requirements, such as bubblers, to ensure newly planted street trees are established as quickly and effectively as possible. Include water volume application per week (i.e., "5-10 gals [of water] per week, applied slowly, especially during dry

months” (Vancouver 2011) and the required duration of irrigation (i.e., three years post-planting, as stated in the current Street Tree Plan). Lastly, the City should decide which party (public work vs. property owner) is responsible for tree watering. All this information should reside under *Planting Guidance*. See Section 6 for a proposed outline.

Summary of Recommendations:

- Determine if the City would like to include long-term (first three years) watering/irrigation requirements
- Determine who is responsible for watering/irrigation

3.9.7 Staking

The current Street Tree Plan recommends installing stakes along with newly planted trees. The City needs to determine a procedure for removing the stakes once the tree is established, usually after the first year, if there is not one already in place. This procedure should be included in the updated Street Tree Plan.

3.9.8 Root collar protection

The current Street Tree Plan recommends installing root collar protection to protect against lawnmowers and line trimmers. Consider removing this practice or utilizing it only on an as-needed basis. ANSI A300 Part 6 Planting Standards (64.5.7 *Backfill*) recommends that mulch be applied at least two inches from the trunk to the perimeter of the planting circle. This mulching practice should eliminate the need, and cost, for root collar protection. ANSI A300 Part 6 Annex E for planting projects recommends that the planting hole should be kept clear of grass and landscape plantings. Additionally, anything wrapped around a tree’s trunk can pose a girdling risk if not inspected on a regular basis. If weeds or grasses do grow up to a tree’s trunk, the use of hand tools and hand pulling is recommended instead of a lawn mower or line trimmer.

Summary of Recommendations:

- Determine if the City would like to continue the use of root collar protection
- If so, establish a maintenance schedule to avoid trunk girdling problems (i.e., annual inspection)

3.9.9 Pruning

The brief, existing pruning notes correspond with current industry standards. The entirety of the ANSI 300 Pruning Standards is included in the appendix, as are a couple of bulletins from Tree City USA regarding pruning.

The City should consider including these by reference instead of including them in their entirety within the appendices. The Street Tree Plan would benefit from additional pruning guidelines for specific scenarios, pruning for clearance over sidewalks and streets, structural pruning of young trees, pruning under overhead utilities, etc. Critical references from the ANSI 300 Pruning Standards, including definitions of pruning types and basic pruning terms, should be included in the body of the updated Street Tree Plan document. Types of prohibitive pruning, such as topping, should also be outlined. Additional pruning discussions are outlined in the *Maintenance* chapter of the proposed Street Tree Plan outline (See Section 6 of this report).

The City should clarify jurisdiction and responsibilities for pruning under different scenarios (City vs. private owners). This should also include clear guidance on when and under which circumstances pruning should be performed. This includes but is not limited to maintaining and enhancing a tree's natural form, longevity, clearance for driver—pedestrian visibility, and clearance heights over sidewalks and streets.

Pruning specifications for clearance and visibility exist in a couple of supporting City documents:

- **The Tumwater Development Guide** (4.16.C *Sight Obstruction*) – “trees should be trimmed from the base to a height of 10 feet above the street.”
- **The Capitol Blvd Design Guidelines** (Guidelines B.9.1 *Prohibitions*) – landscaping should be “open between three feet and eight feet above grade where there is need for visibility.”

Clearance recommendations from the jurisdictional review are as follows:

- **SDOT** – lower limbs on street trees within thirty feet of an intersection shall be pruned to a minimum of eight feet over the sidewalk and planting strip, and 14 feet over the surface of the street.”
- **Vancouver, WA** – if trees do not meet an eight-foot clearance over sidewalks and 14-foot clearance over streets they shall be pruned

Clearance height expectations should be included in the updated Street Tree Plan.

The Street Tree Plan should facilitate the needs of Puget Sound Energy (PSE) by allowing PSE to perform necessary utility pruning without getting a permit on the condition PSE follows industry standards. The recommended street tree list should contain tree species suitable to plant under powerlines.

Additionally, the Street Tree Plan should reference the regulatory requirements related to the removal and pruning of street trees. This should include a reference to the appropriate municipal code section (e.g., TMC 12.24 *Street Trees*).

Summary of Recommendations:

- Include pruning guidelines for specific scenarios and critical references from ANSI standards
- Determine pruning clearance height expectations for sidewalks and streets
- Clarify jurisdiction and responsibilities for pruning under different scenarios (City vs. private owners).
- List prohibitive pruning practices

3.9.10 Inspections

This section recommends that new street trees be inspected several times during their first year and “prior to the release of the 1-year bond or end of the 1-year guarantee for trees planted as part of a street project” new trees should be inspected by an ISA Certified Arborist.

If this procedure is still current, it should be included. If not, the City should decide how it wants to address inspections and how to penalize violations.

3.10 Appendices

The following documents are included as appendices in the Street Tree Plan.

- American National Standard for Nursery Stock
- Tree Planting Specifications
- Tree Pruning Guidelines for Small Trees

Critical references should be included in the body of the updated Street Tree Plan with reference to the parent document; include links on the City website for these ANSI standards. See Section 6 for the proposed Street Tree Plan outline and recommended appendices.

4 Additional Considerations

4.1 Street Tree definition

Tumwater’s Urban Forestry Management Plan references the previously completed 2018 street tree inventory and states that inventoried trees included “most City-owned tree[s] planted in the rights-of-way between a public sidewalk and a City street” (Urban Forestry Management

Plan, Street Inventory, pg. 16). A street tree definition is published in TMC Title 17 *Land Division* and states that a street tree is a tree “planted along the edge of a right-of-way or easement, or just inside the lot or parcel from the right-of-way or easement and is of a variety approved by the City for such. However, this definition is not noted in TMC 12.24 *Street trees* or the existing Street Tree Plan. The City should clarify whether street trees include those trees also located within both improved and unimproved rights-of-way.

Other municipalities define a street tree as any tree in the public ROW, excluding trees located on private property or public parcels. Some representative example definitions are as follows:

- **Seattle** – Any tree planted or growing within public places, which includes the public right of way and the space above or beneath its surface, whether or not open or improved, including streets, avenues, ways, boulevards, drives, places, alleys, sidewalks, planting strips, squares, triangles, and plazas that are not privately owned. Public places do not include boulevards or land owned by Seattle Parks and Recreation.
- **Portland** – Any tree planted in the City right-of-way, whether in improved or unimproved right-of-way.
- **Vancouver** – Any woody vegetation, generally single-stemmed, and is recognized by the City as a tree, and in which the trunk is wholly or partially located within the right-of-way or any easement granted for the purpose of public tree management.
- **Shoreline** – Trees in rights-of-way adjacent to the applicant’s property [excluding] trees on rights-of-way that have not been opened with public improvements, including, but not limited to, streets, sidewalks, pathways, and underground or overhead utilities. (Per Shoreline Municipal Code 12.30.040)

Once the City decides on a definition of a street tree, the updated Street Tree Plan should clearly outline the definition, and the body of the plan should incorporate that definition. Other regulations, including the definitions listed in TMC Title 16 *Environment*, Title 17 *Land Division*, Title 18 *Zoning*, and supplementary documents, may need to be updated to use consistent terminology.

Summary of Recommendations:

- Consider expanding and clarifying the definition of street tree
- Include the updated street tree definition in applicable code chapters and supplementary City documents

4.2 Definitions section

A list of applicable definitions should be provided in the updated Street Tree Plan at the end of the document, which will reduce ambiguity and provide clarification of terms referenced in the Street Tree Plan. Some of these terms already exist in TMC 16.08 *Protection of trees and vegetation*. Example terms to include street tree, Right-of-Way, public tree, private tree, hazard tree, nuisance tree, landmark tree, trees worthy of preservation, caliper, DBH (diameter-at-breast-height), topping, ISA Certified Arborist, and qualified tree professional. This list should be reviewed, refined, and amended to be consistent across codes and supporting documents.

Summary of Recommendations:

- Create a definitions section utilizing applicable industry terms, terms in TMC 16.08 *Protection of trees and vegetation*; this list should be cross-referenced with applicable code chapters and supplementary City documents.

4.3 Street Tree planning, planting, and removals

4.3.1 Planning

The existing Street Tree Plan provides recommendations regarding design themes. Additional documents also provide direction and guidance on street tree planning in conjunction with development, namely the Design Guidelines for Capitol Blvd Community Zone, the Tumwater Brewery District Plan, and the Tumwater Town Center Street Design.

Pertinent goals outlined in the Urban Forestry Management Plan:

Goal 1. Objective 1.1.

Action C: "Requiring tree planting in development by emphasizing proper planning for trees, correct planting techniques, and aftercare that supports the healthy establishment of newly planted trees," and

Goal 3. Objective 3.1.

Action B: "To develop and enforce design phase and preconstruction coordination protocols to ensure "The Right Tree in the Right Place."

To further these goals, appropriate planting space is required to support adequate tree growth and should be planned for during the design phase of new projects. Cohesive design recommendations and the minimum requirements based on the design documents mentioned above, as well as best management practices for planting space, should be included in the updated Street Tree Plan.

Summary of Recommendations:

- Determine what level of detail regarding street tree design is desired
- Establish and include minimum spacing requirements

4.3.2 *Planting*

The Street Tree Plan should include better guidance on how to plant street trees, including specifications and details. The City's existing details on tree planting with root barriers (ST-31) should be included in the Street Tree Plan as well as when they are required (i.e., trees planted within six feet of hardscape). This detail is currently published online as a part of the Tumwater Development Guide (City of Tumwater 2008). There is no planting detail in the Tumwater Development Guide pertaining to tree planting that outlines soil and planting hole preparation recommendations. This standard detail should be included in the updated Street Tree Plan as well as the Tumwater Development Guide.

In the recent tree inventory, tree grates were inventoried, but no design details or direction exist in the Street Tree Plan or the Tumwater Development Guide. Guidance on when the tree grate rings should be removed and who is responsible for this maintenance should be included in the Street Tree Plan, as should protocols to address conflicts between tree roots and infrastructure.

Summary of Recommendations:

- Determine when tree grates are required (include a standard detail)
- Determine which department is responsible for tree grate maintenance and removal
- Include processes to address infrastructure conflicts

4.3.3 *Removals*

The Street Tree Plan does not address procedures and protocols for the approval of removing a street tree, including due to risk, outgrowing its location, or conflicts with streetscape infrastructure. The Street Tree Plan should outline clear guidelines for when and how tree removal occurs and is acceptable, along with the appropriate procedures including permitting, traffic control plans, underground utility locating, inventory updates, and regulatory authority to contact. When street trees—especially older and well-loved trees—need to be removed, the Street Tree Plan should outline replanting guidelines and requirements, including public notice and outreach. The City of Vancouver's Street Tree Plan (Vancouver 2011) outlines specific criteria for when trees are not suitable for removal, which is another method to outline criteria for when tree removal is acceptable.

Summary of Recommendations:

- Consider criteria for when trees are not suitable for removal
- Develop protocols for removing and replanting street trees, when not related to development

4.4 Management and maintenance responsibility

The Street Tree Plan currently states that the responsibility for maintenance and planting new street trees should fall with the Public Works Department. The Urban Forestry Management Plan has a summary table (A.6 Summary of Management Responsibilities, page) depicting the roles and responsibilities of various management departments. Based on the Urban Forestry Management Plan summary table, Public Works is currently responsible for all planting, pruning, and tree removal. Currently, there is not a subcategory discussing street trees and development. According to the Urban Forestry Management Plan table, no other entities currently prune or remove street trees. The City should also consider requiring a permit for pruning activities over a certain threshold to ensure trees are being pruned following BMPs outlined in the Street Tree Plan and not being over-pruned or topped. Additional recommendations regarding pruning procedures are noted previously in this report (Section 3.9.9).

Summary of Recommendations:

- Determine if the City would like to develop a permitting process for street tree pruning and removal.

4.5 Street tree protection during development and construction

Street tree protection measures required during development and construction are not mentioned in the Street Tree Plan. Such instances include but are not limited to, sidewalk repair, utility work, and frontage improvements. These measures should parallel those outlined in TMC. 16.08 *Protection of Trees and Vegetation* and be included in the Street Tree Plan. Additionally, a standard detail showing appropriate tree protection fencing setup should also be included in the Street Tree Plan.

The tree protection detail should provide for the protections of trunk, canopy, and critical root zone and include specifications for the type and location of fencing, treatment of roots exposed during construction, prohibition of stockpiling materials, vehicular traffic, or storage of machinery within the fencing area, and fencing signage requirements. The City may consider providing a tree protection zone (TPZ) engineering detail with instructions for contractors within the Tumwater Development Guide. Example details and best practices from other Puget Sound jurisdictions or industry professionals can be found on the following websites:

- International Society of Arboriculture ([Tree Protection \(isa-arbor.com\)](https://isa-arbor.com))
- City of Mercer Island ([Tree Protection During Construction](#))
- City of Kirkland ([Tree Fencing](#))

The City may want to incorporate recommendations from the City's drainage manual here as well. The City should consider including procedures surrounding sidewalk repair, maintenance responsibility, and how trees and roots will be mitigated. The City of Seattle has a detailed handbook, SDOT Trees and Sidewalks Operation Plan (Seattle 2015) that provides guidance on installation, repair, maintenance of sidewalks, and solutions to conflicts. This manual outlines a decision process that considers existing trees, sidewalks, and future tree planting opportunities. This manual is listed in the Reference section of this document for additional review.

Summary of Recommendations:

- Consider providing a tree protection zone (TPZ) engineering detail with instructions for contractors within the Tumwater Development Guide
- Include instances when street tree protection is needed
- Include procedures around sidewalk conflicts and tree roots.

4.6 2018 Street Tree Inventory Data

Watershed staff did a cursory review of street tree inventory data (current as of October 2022) to identify any significant gaps and potential opportunities for future data collection. An inventory in 2018 collected data for 3,481 trees. Tree attribute data collected were for City-owned trees planted in the right-of-way between a public sidewalk and a City street. Since the 2018 effort, it appears that an additional 1,674 tree points have been added to the inventory without tree attribute data. This is possibly the result of an analysis of remote sensing data by City staff. These points should be prioritized for a follow-up effort to collect relevant tree attribute data.

The 2018 street tree inventory was an update to a 1997 inventory of 2,340 public street trees managed by the City of Tumwater. The summary of the 1997 inventory included in the 2002 Street Tree Plan is brief, mentioning that most trees inventoried were flowering plum (*Prunus cerasifera*) varieties. The 2021 Urban Forest Management Plan includes a more detailed assessment of the 2018 inventory results, finding that maples (*Acer* spp.), flowering pears (*Pyrus* sp.), and flowering cherries and plums (*Prunus* spp.) represent over 50% of the total species inventoried. Additionally, most trees were estimated to be less than ten years old and less than 15 inches in diameter. This indicates that the relative diversity of tree species, age, and size is low and has been for the past few decades. Future planning documents for the urban forest,

including street trees, should be consistent with the recommendations outlined in the Urban Forestry Management Plan.

Trees not captured in the 2018 street tree inventory include trees in medians and planting strips not adjacent to sidewalks, trees along unimproved rights-of-way and natural areas, and within City-managed parks. Including all trees growing in public spaces may be too cumbersome to completely inventory. However, there may be value in quantifying or otherwise analyzing trends for these public trees (which may or may not be planted) within a street tree management framework. These trees have both positive and negative impacts on public infrastructure, utilities, environmental benefits, and maintenance budgets. It is critical to determine first the scope of the street tree plan and definition of a street tree before deciding to include additional trees in future inventories. Fully understanding the gaps in the street tree inventory is contingent on defining the scope of the plan.

The 2021 Urban Forestry Management Plan recommends maintaining an ongoing street tree inventory built on the success of the Stream Team program, engaging community members on a long-term basis to provide updates to the street tree inventory. It also identifies the development of a citywide work order system that enters all tree work automatically as performed. Additionally, Objective 1.3 Action A recommends an evaluation of this inventory on a five-year basis. The details on how to achieve and implement these goals and actions may be included in the Street Tree Plan or other internal planning documents.

Finally, a critical concern of any street tree plan usually addresses impacts from tree roots to sidewalks and roads, as well as clearing tree canopies from traffic and pedestrian circulation. There will undoubtedly be instances in which trees located on private property, adjacent to roads and sidewalks, have roots and canopies which impact public infrastructure. These trees may also be included in the street tree inventory, although considerations would need to include the adjacent private property owner.

5 Regulatory Linkages – Coordination with other City Plans and Guidelines

Several City policy and code documents were reviewed for language and content related to TMC 12.24 *Street trees*, including TMC 16.08 *Protection of trees and vegetation*, TMC 18.47 *Landscaping*, the Tumwater 2002 Street Tree Plan, Tumwater Comprehensive Plan Land Use Element, Tumwater Town Center Street Design, Design Guidelines for Capitol Boulevard Community Zone, Capitol Boulevard Corridor Plan, Tumwater Development Guide, and the Tumwater Brewery District Plan. Note that separate a separate gap analysis is being completed for both TMC 16.08 *Protection of trees and vegetation* and TMC 18.47 *Landscaping*. As the Street

Tree Plan and TMC 12.24 *Street trees* are amended and developed, consistency with other City planning and design guidelines will need to be addressed for uniformity. The following City documents include references to or requirements for street tree management and maintenance within the City.

5.1 TMC 16.08 Protection of trees and vegetation

A separate Gap Analysis is currently being reviewed for TMC 16.08 *Protection of trees and vegetation* as part of the City's urban forestry municipal code updates (Watershed 2022). As the project team considers amendments and updates for TMC 12.24 *Street trees* and the City's Street Tree Plan, the respective codes will be evaluated for consistency. A complete discussion of recommended updates to TMC 16.08 *Protection of trees and vegetation* is found in the draft gaps analysis under development by The Watershed Company and the City (Watershed 2022). Items under consideration for TMC 16.08 *Protection of trees and vegetation* that may have implications for the updated Street Tree Plan and TMC 12.24 *Street trees* include, but are not limited to, the following:

- Addition of new code section under TMC 16.08 *Protection of trees and vegetation* addressing the management of public trees. The new code section would reference TMC 12.24 *Street trees* while also addressing regulatory needs of trees within unimproved rights-of-way, public parks, and natural areas (not regulated by the critical areas ordinance).
- Updates to the Prohibited and Preferred Tree Species List. The review process for these revised lists will also include street tree recommendations, which will be evaluated in tandem with the Street Tree Plan update.
- Updates to permitting requirements on development projects, tree removal on existing development, and any potential permits needed to address nuisance trees and fire hazards.
- Contractor licensing requirements for tree removal contractors.
- Climate change resilience and best management practices identified for planting and maintenance in a changing environment.
- Updates to definitions and use of terms to ensure consistency across TMC 18.47 *Landscaping*, TMC 16.08 *Protection of trees and vegetation*, and TMC 12.24 *Street trees*.

5.2 TMC 18.47 Landscaping

A separate gap analysis will be developed for TMC 18.47 *Landscaping* in 2023 as part of the City's urban forestry municipal code updates. As the City considers amendments and updates for TMC 18.47 *Landscaping*, implications for TMC 12.24 *Street trees* will be evaluated. The

following outlines a preliminary list of revisions or updates that may be needed for consistency with TMC 12.24 *Street trees*:

- Review landscaping plan requirements in TMC 18.47.020 to ensure consistency with updated tree retention plan requirements in TMC 16.08 *Protection of trees and vegetation* for depicting significant trees, critical root zones, tree protection fencing requirements, and appropriate species and spacing.
- Reference updated permitting requirements outlined in TMC 16.08 *Protection of trees and vegetation* and TMC 12.24 *Street Trees*.
- Section 18.47.020(L) could include a reference to the revised Approved Street Tree Species List.
- Review species choice in Section 18.47.020(N) to ensure consistency definition of invasive plant species and noxious weeds that are prohibited.
- Update maintenance recommendations in TMC 18.47.040 for consistency with those outlined in the updated Street Tree Plan and TMC 12.24 *Street trees*, as it pertains to maintenance of street trees.
- Section 18.47.050.A.2.b could include a reference to the Approved Street Tree list and/or expand on street trees would be best to accomplish 75 percent coverage in four years and perform well in urban landscape conditions. Additionally, include reference to the Approved Street Tree List throughout TMC 18.47.050(B), (D), and (E).
- Updates to definitions and use of terms to ensure consistency across TMC 18.47 *Landscaping*, TMC 16.08 *Protection of trees and vegetation*, and TMC 12.24 *Street trees*.

5.3 Tumwater Town Center Street Design

This document serves as an overarching, guiding document to help inform the design of the Tumwater Town Center and offer recommendations. It emphasizes that as streets and frontages are improved, new development follow a pattern and be consistent with themes (i.e., street tree species, benches style, light style, etc.). It describes three main types of streets (main streets, green streets, and connector streets) in the Town Center area. Each of these streets have their own characteristics and feel to them, whether that be street parking availability, formal or informal landscape, and access to buildings from the street. The document provides recommendations for types of landscaping along certain streets as well as tree species. This document could benefit from an in-depth look at the types of landscaping and species recommended to planted, to ensure the species and landscaping types are consistent with the

overall canopy and vegetation goals identified in Urban Forestry Management Plan. A table of the Approved Trees List, or reference to the list, would also be beneficial.

5.4 Design Guidelines for Capitol Boulevard Community Zone

This document complements TMC 18.21 *CBC Capitol Blvd Community Zone District*. There are specific requirements listed for development regarding frontage improvements. According to this document, tree replacement is considered a major change and needs to follow the guidelines outlined within. Details include appropriate tree spacing, planting strip width, and sidewalk specifications for various types of projects. There are additional sections that discuss landscaping installation specifically as well as expected maintenance. These sections contain broad best management practices but do contain information that should be reviewed and referenced in the updated Street Tree Plan.

5.5 Tumwater Capitol Boulevard Corridor Plan

This document focuses on economic conditions, transportation options and safety, and aesthetics of the Capitol Boulevard (Blvd). Street trees are addressed peripherally in the context of preservation in specific sections of the thoroughfare as well as identifying areas that would benefit from new street tree plantings as new development happens. Most of the document is dedicated to overarching goals and objectives for different segments of the Blvd, such as the addition of bus stops or the installation of new bike lanes. These objectives parallel the goals outlined in the Urban Forestry Management Plan. Listed goals include “choose appropriate species and locations for tree planting and attend to maintenance issues” (*Goals and Objectives: Respect the environment*). The document also notes the importance of parks and green spaces within the cityscape.

The document primarily contains standards specific to street trees. Goals and Objectives section could be updated with maintenance standards from TMC 16.08 *Protection of trees and vegetation*, rather than just stating, “...be aware of maintenance that comes with trees.” This section could also reference the new Approved Trees List where it states, “...choose appropriate species and locations for trees.”

5.6 Tumwater Littlerock Road Subarea Plan

This document serves to create an understanding of the existing conditions and desired design of the Littlerock Road Subarea. The overall vision for the development of this area was informed by public input. The area is 410 acres within City boundaries composed of commercial and multi-residential mixed uses. The goal of future development is to create a “village” that is “transit oriented and pedestrian friendly.” The build-out of the area brings forward two major concerns “provisions of adequate infrastructure to serve new development...and stormwater

[management].” Significant development would impact existing trees as well as provide opportunities for new plantings. Most of the document describes the opportunities available in this subarea for growth and change as well as the overall vision for the area. Suggested road sections, detailing street trees and trees planted in the median, include six-foot-wide planter strips and 12-foot-wide median planter strips. Trees are a noted part of the existing infrastructure. The importance of preserving the existing urban forest as a way to offset significant development is emphasized.

1. Section 2.1 Community Involvement could benefit from including updates pertaining to tree retention and tree protection standards. Additionally, include a reference to the new Approved Tree List.
2. Section 3.2 Vision for the Subarea could include a reference to the new Approved Tree List.
3. Section 5.1 Necessary Implementation Actions could include updated tree protection measures for existing trees to be retained, as well as requiring replacement trees or street trees to be selected from the new Approved Tree List.

5.7 Tumwater Development Guide

This document is the presiding guide for regulations relating to development. Street, sidewalk, and public utility development are included. Street trees are discussed in Chapter 4. It states that all arterial and collector streets be planted with street trees. Specific tree species are listed as are planting size requirements, tree spacing within a planting strip, and expected width of planting strips. A brief overview of maintenance expectations is also outlined. The maintenance responsibility in regard to development and the planting of street trees is noted as well.

Section 4.49 Street Trees (pages 4-40, 4-41, and 4-42) could be updated with the new Approved Trees List, in addition to updating the maintenance standards for residential and commercial projects for consistency.

5.8 Tumwater Citywide Design Guidelines

This document contains design guidelines for projects that are not addressed by other City planning and design guidelines, with the intent of implementing the City’s Comprehensive Plan vision. The guidelines apply to all new commercial, mixed use, residential, industrial, and institutional development projects that are not already addressed by specific district or corridor design guidelines, additions to existing buildings that increase gross floor area by 1,000 square feet or more or increase gross floor area by 50 percent or more, and exterior modifications of existing structures. Design guidelines are organized by land use type and they include guidelines for site planning, pedestrian access, amenities, and open space, parking areas,

building, and lighting. The City may consider the following updates to the Design Guidelines based on updated best practices outlined in the revised Street Tree Plan or include by reference:

1. Update Section 1.A.1 Purpose to include purposes identified in Gap Analysis Section 2.2.
2. 1.A.2 Administrative Procedures is an opportunity to include a statement about incentives/variation allowances in development standards to encourage tree retention.
3. Consider adding a statement about trees and the aesthetics and functional benefits that selecting the appropriate street tree species can provide to the Intent bullet list in Section 2.B.2 Relationship to Street Front.
4. Opportunity to add a reference to the Approved Street Tree List in Figures 2.B.2-1 and 2.B.2-2.
5. Opportunity to add a reference to the Approved Street Tree List in Section 2.B.2.6 Streetscape.
6. There is an exception on page 2-8 regarding requirements for residential buildings on signature roads (section 2.B.2.5.b.3) that states that departures from maximum setbacks may be allowed to preserve existing large trees. "Existing large tree" could be defined with a specific DBH, or DBH based on species; allowed setback departures could be elaborated upon by clarifying within the document itself or adding a reference to the new section in TMC 16.08 *Protection of trees and vegetation* that discusses development incentives, including allowed setback reductions.
7. Section 2.B.4.2 Internal Roadways and Vehicular Circulation contains street tree requirements.
8. Section 2.B.5.1 Unified Site Plans (for lots with multiple buildings or a total area greater than 2 acres) criteria could include the preservation of large trees (to be defined) and groves.
9. Section 2.B.7.2(g) Integration of Stormwater Facilities into Site Design provides an opportunity to suggest the use of specific tree species best suited for biofiltration, LID, and stormwater management needs.
10. Section 2.B.2.8.1(a) discusses requirements for common open space in multifamily developments. In addition to the requirements outlined, the City could consider requiring the common open space area be located to preserve and retain landmark trees and/or groves, when possible.
11. Section 2.B.2.9.1 discusses requirements for non-residential open space. The City could consider requiring the open space to include landmark trees and/or groves when possible.
12. Section 2.B.11.1.b(2) could include a reference to the Approved Street Tree List.
13. Section 2.C.1.2(a) could reference the Approved Street Tree List.

14. Section 2.C.3.2(f) could include a direct reference to the Approved Street Tree List, and (m) could include a reference to the Approved Tree List.
15. Section 2.C.3.5(a) states that maintaining existing mature evergreen trees and including existing and new evergreens in site development is an important objective. When appropriate, the Director may also relax other standards, such as setbacks and geometric requirements, to promote the retention of mature trees. This section could be elaborated upon by clarifying within the document itself or adding a reference to the new section in TMC 16.08 *Protection of trees and vegetation* that discusses development incentives, including allowed setback reductions. Further, this section includes the protection of roots and setbacks to maintain the tree's health. It should be reviewed to include potentially any updates to tree protection measures.
16. Section 2.D.2 Parking Area Landscaping could include a list of trees best suited for improving water quality and stormwater management. Section 2.D.2.1(b) states that mature conifer trees over 24 inches in caliper may count as two trees (with regard to tree retention standards). The City should consider updating this sentence to use DBH rather than caliper.
17. Section 2.E.1.1.a(1) includes the retention of a substantial number of large trees, especially native trees such as conifers, to accomplish the objective that the architectural design of new development must reflect and add to Tumwater's design character by incorporating distinctive and substantial landscaping to enhance the building's setting. The City should consider making the retention of large trees a requirement in this section rather than calling out the retention of large trees as an option to accomplish an objective. The goal would be to require new development to prioritize the preservation of high-retention value trees when possible.

5.9 Tumwater Brewery District Plan

This document describes the redevelopment vision for the Brewery District. It encompasses a *"series of recommended transportation enhancements, public realm improvements, a vision for building character and development intensity, and a set of implementation and phasing strategies."* As road improvements happen, street tree planting opportunities occur. The addition of trees helps to calm the overall atmosphere and creates a more welcoming environment. The document includes design recommendations and broad street tree placement recommendations (i.e., *"trees should be interspersed with on-street parking"*) and notes the importance of using trees and the landscape to help link together different areas. Trees are mentioned peripherally when building frontages are being improved.

1. TMC 18.27.050 references “preservation of mature tree stands” in footnote No. 2. A definition of what constitutes a mature tree stand or alternate language could be included here for clarity.
2. Goals/Objectives Section 1.3 could benefit from updating vegetation and tree replacement standards. This section could also include a reference to the new Approved Tree List.

5.10 Tumwater Stormwater Management Program Plan

This section is under development. To include a discussion of Low Impact Development (LID) requirements and the City’s NPDES permit.

6 Proposed Street Tree Plan Organization

Tumwater planning staff, the Planning Commission, and Tumwater Tree Board developed a proposed scope of work and outline for the revised Street Tree Plan (Medrud, 2022; See Appendix D). The proposed structure for the updated Street Tree Plan includes the following:

- Chapter 1 –Introduction: describes why the City developed the Plan, its benefits, and its purpose.
- Chapter 2 –Background: refers to the existing regulations and street tree surveys completed.
- Chapter 3 –Street tree planning: describes the vision for future street tree plantings.
- Chapter 4 –Street tree planting: contains recommendations for street tree planting and maintenance.
- Appendices: include information on specific street trees to be planted as well as planting and pruning recommendations.

Building off this proposed structure, the City should consider the following revised outline. The following structure is informed by Street Tree Plans from Seattle, Vancouver, and Portland and it outlines more explicit content to consider within each chapter.

Chapter 1. Introduction: Purpose, Intent, and Scope of the Street Tree Plan

- A. State the purpose of the Street Tree Plan
- B. Describe what type of information is in this manual: permitting requirements and best management practices for street tree planting, maintenance, and tree protection and preservation

- C. Describe whom this manual is intended for: City departments, property owners, tree service providers, and/or contractors, and those working around street trees
- D. State reasons for having and protecting street tree canopy: e.g., reducing stormwater runoff, cooling temperatures, shading streets
- E. Define a street tree, who is responsible for maintenance, and the geographic scope of the plan
- F. List and describe broad goals for the Street Tree Plan, and any related goals in the Urban Forestry Management Plan

Chapter 2. General Overview of Regulations

- A. Include a brief background summary of the process for creating the Street Tree Plan
- B. Describe governing documents and policy and which departments regulate street trees
- C. Describe which department issues permits, who has the authority to establish tree standards, and the code that gives that regulatory authority
- D. Describe the other policy documents that govern street trees or influence the goals of the Street Tree Plan

Chapter 3. Street Tree Permitting

- A. Provide reference to TMC 12.24 *Street Trees* and other municipal code sections regulating street trees
- B. Provide a summary of when a permit is needed to (1) plant, (2) prune, or (3) remove a street tree and explain the process and requirements
- C. Specify City authority for review and issuance of permits
- D. Describe exemptions for street tree permits (e.g., City departments)
- E. Describe the penalties and required mitigation for violations of TMC 12.24 *Street Trees* or by reference to the City code

Chapter 4. Street tree planting

- A. Species selection:
 1. Reference the City's approved and prohibited species selection lists and include them as appendices in the Street Tree Plan

2. Describe “Right Tree in the Right Place” criteria including:

- Width of the planting area
- Whether in the streetscape, setback from the sidewalk, or in a natural area
- Visibility and clearance from nearby structures, roads, driveways, intersections, signs, or signals
- Overhead wires – plant trees approved under wires
- Underground utilities – call 811 to locate utilities
- Mature height, width, and shape of the tree
- Existing species of nearby street trees; the street has a species predetermined by the City

B. Tree size

C. Spacing

D. Planting guidance

1. Planting season

2. Planting procedures

- Tree quality – meet industry standards for nursery stock
- Soil amendments
- Root ball
- Woodchip mulch
- Tree stakes and ties
- Backfilling
- Tree grate specifications
- Include planting detail(s)

3. After planting care (establishment)

- Watering
- Weed control/mulch restoration
- Establishment pruning

Chapter 5. Maintenance

- A. Watering (frequency, volume, duration)
- B. Pruning
 - 1. Reference industry pruning standards
 - 2. Pruning requirements
 - State who is required to prune trees in the ROW (City vs. private)
 - State when pruning is required
 - Pruning expectations (i.e., natural form)
 - State if a pruning threshold requires the tree care worker to have industry certification/training
 - Maximum pruning allowed (i.e., 25% per year)
 - Benefits of pruning young trees for longevity
 - 3. Types of pruning with definitions
 - 4. Timing of pruning
- C. Tree grate management
- D. Management of sidewalk conflicts
- E. Insect and disease management
- F. Tree Preservation and Removal

Chapter 6. Tree Protection During Construction

- A. Critical root zone/dripline
- B. Calculate tree protection zone (Provide detail)
- C. Tree protection fencing and signage (Include tree protection detail)
- D. Grading around trees in the ROW
- E. Penalties for injuring street trees (e.g., construction damage)
- F. Promote longevity of trees and pavement

1. Methods to reduce conflicts include decompact soil before planting, root barrier, and Silva Cells.

Chapter 7. Additional Resources

- A. Quick Guides for specific audiences (property owners/HOA, City maintenance staff, tree care companies)
- B. Definitions
- C. Approved Street Tree/ROW Tree Lists

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JURISDICTIONAL COMPARISON RESEARCH

Topic	Tumwater	Burien	Edmonds	Lacey	Lake Forest Park	Olympia	Shoreline
Municipal code sections where street trees are regulated or referenced:	<ul style="list-style-type: none">Street Tree Defined: TMC 17.04.450 Street TreeTMC 12.24 Street TreesTMC 16.08 Protection of Trees & vegetationTMC 18.27 Brewery District in ZoningTMC 12.12 Construction of curbs and sidewalksTMC 18.21 CBC Capitol Blvd Community ZoneTMC 18.23 TC Town Center ZoneTMC 18.67 Landscaping	<ul style="list-style-type: none">BMC 12.38 Street Trees and Trees on City PropertyBMC 19.26 Tree RetentionBMC 19.25 (Landscaping)BMC 19.17 Miscellaneous Use, Development, and Performance StandardsClimate Action Plan (2021)Comprehensive Plan (last updated 2021)	<ul style="list-style-type: none">EMC 18.85 Street treesEMC 20.13 LandscapingEMC 23.10 Tree Related RegulationsEdmonds Street Tree Plan	<ul style="list-style-type: none">LMC 12.20 Street TreesLMC 14.32.067 Street Tree RequirementsLMC 16.80.050 Types of LandscapingLMC 14.23 Design ReviewLMC 16.24.080 Design Toolbox	<ul style="list-style-type: none">LFPMC 16.14 Tree Canopy Preservation and EnhancementLFPMC 16.06 State Environmental Act ImplementationLFPMC 12.40 Complete StreetsNo specific street tree ordinance.	<ul style="list-style-type: none">OMC 12.44 Street TreesEngineering Design & Development Standards Chapter 4 Transportation: 4H.100 Street TreesOMC 16.56OMC 16.58OMC 16.60Urban Forestry Manual	<ul style="list-style-type: none">SMC 12.30 Public Tree ManagementSMC 20.50.480 Street trees and landscaping within the right-of-way - StandardsEngineering Development Manual
Recommended Street Tree List	Approved Street Tree List and Prohibited Trees provided on City website: Approved Street Tree Species City of Tumwater, WA	No approved Street Tree List.	Street Tree List is provided on page 128 of the Edmonds Street Tree Plan. Other species suggestions are in other areas of the Street Tree Plan, based on location.	Street tree list in Lacey Urban Forest Management Plan: https://cityoflacey.org/wp-content/uploads/sites/3/2022/03/UFMP-Documents-092621-FINAL.pdf	No approved Street Tree List.	Street Tree List on city website: Recommend Street Trees List	Street tree list: http://www.shorelinewa.gov/home/showdocument?id=2454
Street Tree Replacement Standards	<ul style="list-style-type: none">Replacement standards are not called out in TMC 12.24.Restrictions on planting willow, cottonwood, poplar, and any other trees the roots of which are likely to obstruct or injure sanitary sewers or other underground utilities, except as approved by the director of public works in accordance with a city-approved plan or project.	<ul style="list-style-type: none">New trees planted in the right-of-way shall be selected from a list of recommended species approved by the City. (BMC 12.38)For single detached subdivisions, a tree shall be planted at the rate of 1 tree for every 50 feet of street frontage along a neighborhood collector street and 40 feet if frontage along an arterial street.	<ul style="list-style-type: none">When necessary to remove a tree, the City shall replant the tree(s) or replace them.Replacements shall meet the standards specified in the street tree plan for size, species, and placement.The permittee shall bear the costs of removal and replacement. (EMC 18.85)	<ul style="list-style-type: none">All trees within the ROW shall be planted in accordance with the City of Lacey Development Guidelines and Public Works Standards including species, size, location, etc. Any alternate species shall not be used unless approved by the City forester. (LMC 12.20)Street trees are required on all public streets within all new developments. The species of tree shall	<ul style="list-style-type: none">For RM, BN, TC, CC zones and uses, at least one tree shall be required for every 250 square feet of landscape area. (LFPMC 18.62.041)	<ul style="list-style-type: none">Mitigation is required if a public tree is removed, injured, or otherwise damaged by a private party. The mitigation value shall be calculated by the Urban Forester using the formula outlined in the most recent edition of the "Guide for Establishing Values of Trees and Other Plants," published by the International Society of Arboriculture. The	<ul style="list-style-type: none">All existing public trees 6 inches in DBH or greater allowed to be removed shall be replaced with an approved variety of tree in the area of removal according to the replacement formula in SMC 20.50.360(C).If the director determines there is no suitable space for planting of the replacement trees in the vicinity of removal, the director will determine

Topic	Tumwater	Burien	Edmonds	Lacey	Lake Forest Park	Olympia	Shoreline
	<ul style="list-style-type: none">• Fruit trees, nut trees, Ailanthus, Mountain ash, Oregon or big leaf maple, American elm may not be planted in any event.• No trees or shrubs shall be planted in or abutting any public parking strip, street ROW, or any other public place in the City, including sidewalks.	<ul style="list-style-type: none">• Mature and health native trees retained within the ROW or within 20 feet of the ROW line may substitute for the required street tree at a 1:1 ratio.• BMC 19.25.060(2) has a requirement for work along Des Moines Memorial Drive that requires the planting of elm trees, when applicable. (BMC 19.25)• Developments within the Station Area overlay that abut a required sidewalk are exempt from street tree frontage landscaping standards, except that street trees are required at an average of 1 tree for every 30 feet of linear street frontage (BMC 19.16.025)		<p>be selected from the street tree list or general tree list in the Lacey Urban Forest Management Plan. Landscape trees are required in all alleys. (LMC 14.32.067)</p>		<p>mitigation value shall be paid into the City Tree Account, as established in OMC 16.60. All or a portion of this mitigation may be met by planting replacement trees on the site. (OMC 16.58)</p> <ul style="list-style-type: none">• No maples or other such spreading trees shall be planted. Ash, poplar, similar trees shall be used.• Trees shall be planted on all streets within the City which have been paved, or may be paved, and wherever there is a parking strip.• Trees planted shall be uniform on each street, not closer than 40 feet apart. (OMC 12.44)	<p>whether an applicant shall replant at public sites approved by the director or pay a fee in lieu. (SMC 12.30.040)</p> <ul style="list-style-type: none">• All street trees must be selected from the City-approved street tree list. (SMC 20.50.480)
Permit requirements	<ul style="list-style-type: none">• Not specified in TMC 12.24.• Application for a land clearing permit required for any “project permit”.• Tree protection plan, replacement plan required. (TMC 16.08)	<ul style="list-style-type: none">• A tree permit will not be issued to a private individual for the pruning or removal of trees or other vegetation on city property identified on the city maintenance responsibility list, including streets, parks and open spaces.• Issuance of a tree permit is based on the City arborist determining that the removal or requested	<ul style="list-style-type: none">• Permit required from the director of public works for planting, removing, pruning, or otherwise changing a tree on a street, ROW, parking, planting strip, or other public place.• Proposal must conform to the Edmonds Street Tree Plan. (EMC 18.85)	<ul style="list-style-type: none">• ROW access permit required prior to the planting, major pruning, or removal of any street tree within the City. (LMC 12.20)	<ul style="list-style-type: none">• Minor permit, major tree permit, or utility forest management permit required. (LFPMC 16.14)	<ul style="list-style-type: none">• A tree removal permit is required. To be approved by the Urban Forester if the tree is infected with an epidemic insect or disease; is a public nuisance; safety hazard; severely interferes with the growth and development of a more desirable tree; required infrastructure work or improvements would kill	<ul style="list-style-type: none">• A ROW use permit shall be required and issued by the director of public works for planting public trees in rights-of-way adjacent to an applicant’s property according to the variety and spacing approved in the Engineering Development Manual.• A ROW use permit shall be required and issued by the director for the nonexempt pruning or removal of public trees in

Topic	Tumwater	Burien	Edmonds	Lacey	Lake Forest Park	Olympia	Shoreline
		<p>action or treatment is necessary.</p> <ul style="list-style-type: none">Planting plan required. <i>(BMC 12.38)</i>				<p>the tree or render it a hazard; necessary to implement or maintain a vegetation management plan for the area; or to provide the only reasonable access to adjacent private property.</p> <ul style="list-style-type: none">When a private party (non-city) requests the removal of a public tree, the applicant required to develop and implement a vegetation management plan for the property. The applicant required to pay all costs associated with the plan. <i>(OMC 16.58)</i>	<p>rights-of-way adjacent to an applicant's property.</p> <ul style="list-style-type: none">Public tree removal is prohibited on ROWs that have not been opened with public improvements.No trees listed in the Engineering Development manual as approved tree varieties for planting in the ROW shall be removed unless deemed a hazard by a certified arborist.In commercial zones, tree removal is exempt unless within a critical area or buffer, or if the existing trees were included as required landscaping within the previous three years. <i>(SMC 12.30.040)</i>
Protection and Management of Public Trees	<ul style="list-style-type: none">Not specified in TMC 12.24.Protection standards in TMC 16.08.070 apply to all land clearing not exempt under TMC 16.08.080.	<ul style="list-style-type: none">The City manager, or his/her designee, shall oversee the planting, care, and removal of trees on City property.The City of Burien has a City Maintenance Responsibility list for street trees and other vegetation on ROW and City property. The list can be found in BMC 12.38.080.	<ul style="list-style-type: none">Not explicitly defined in Chapter 18.85.Tree protection measures during development are outlined in EMC 23.10.070 and include tree protective fencing of minimum 3' tall and prohibiting excavation or compaction of soil within the tree barrier. <i>(EMC 23.10)</i>	<ul style="list-style-type: none">Street trees shall be maintained so that they do not obstruct the free use of the ROW, including clearance for sight visibility, traffic signage and signals, as well as pedestrian and vehicular use of streets and sidewalks.Street trees are not to damage utilities, streets, or sidewalks. <i>(LMC 12.20)</i>	<ul style="list-style-type: none">Not explicitly defined for street trees.	<ul style="list-style-type: none">Tree removal, pruning and/or planting is subject to review and approval of the Parks, Recreation and Cultural Services Department. <i>(OMC 16.58)</i>Protective fencing required: chain link and at least 4' high, prior to development activities.No materials placed within the protective area of any tree, and no objects attached to any tree. <i>(Chapter 7 of the Urban Forestry Manual)</i>	<ul style="list-style-type: none">No specific protection measures outlined in SMC 12.30.040 <i>Public Trees in the ROW.</i>

Topic	Tumwater	Burien	Edmonds	Lacey	Lake Forest Park	Olympia	Shoreline
Maintenance Requirements	<ul style="list-style-type: none">Not specified in TMC 12.24.For street trees, the maintenance requirements of TMC 16.08.072 shall be in effect for 3 years from the date the final plat is approved, or the trees are planted.The applicant shall also execute a covenant in a form agreeable to the city. The recording fee shall be paid by the applicant. (TMC 16.08.072)	<ul style="list-style-type: none">The city shall maintain all trees and other vegetation on the city maintenance responsibility list.No person shall prune or remove trees identified on the city maintenance responsibility list.The owner of property adjacent to an improved or unimproved right-of-way not listed on the city maintenance list shall maintain street trees and other vegetation located within the maintenance area. (BMC 12.38)Public utilities shall maintain any vegetation that interferes with their utilities and may prune trees. (BMC 12.38)	<ul style="list-style-type: none">Not explicitly defined in Chapter 18.85.Except where otherwise defined by the City, the adjacent property owner is responsible for tree planting and maintenance.Street Tree Maintenance is outlined in the Edmonds Street Tree Plan and includes maintenance standards for water, fertilizer application, pruning, treating disease, avoiding damage, and reducing plant competition.	<ul style="list-style-type: none">Maintenance shall be in accordance with tree care standards contained in ANSI A300 standards.Adjacent property owners have the following routine tree maintenance responsibilities: removal or pruning of nuisance trees, pruning of nuisance trees, and removal of all debris from public property. (LMC 12.20)	<ul style="list-style-type: none">Not explicitly defined for street trees.All protected trees and required replacement trees shall be maintained in a healthy condition.Pruning and maintenance of protected trees shall be consistent with the ANSI A300 standards and ISA best management practices for proper pruning. (LFPMC 16.14)	<ul style="list-style-type: none">Private parties may have public trees pruned with written permission from the City with permission.Topping of public trees is prohibited.Insect and disease abatement. The City may prune, spray, or otherwise maintain public trees in order to control infestations of insects or disease or to maintain public safety. (OMC 16.58)	<ul style="list-style-type: none">All planted trees and replacement trees shall be maintained in good health and condition by an applicant, or their successor in interest, in accordance with the issued ROW use permit or other authorizing permit. (SMC 12.30.040)
Nuisances	<ul style="list-style-type: none">The Director can enforce abatement of nuisance trees and fire hazards.Removal of stumps and roots of trees or shrubs shall be removed to a point a least 1-foot below the tops of the adjacent curb or proposed curb grade.	<ul style="list-style-type: none">City shall maintain trees planted by the City and may remove any tree located on or near City property that present unsafe conditions, disrupt utilities or public improvements, or are infected with any significant disease or insect. (BMC 12.38)	<ul style="list-style-type: none">Not addressed in Street Tree Chapter 18.85.Nuisance trees may be removed with supporting documentation of the damage and any tree work that has been attempted to rectify the nuisance. (EMC 23.10)	<ul style="list-style-type: none">Any tree (public or private) that constitutes a hazard to public safety, obstructs the free passage of pedestrian or vehicular traffic or obstructs public street lighting, harbors pests expected to injure or harm public trees.All costs for nuisance abatement are the responsibility of the property owner or adjacent property owner.City has the right to immediately abate any nuisance in an emergency. (LMC 12.20) or immediate hazard to public safety.	N/A	<ul style="list-style-type: none">Any planting of public trees that fails to comply with the standards established in the Urban Forestry Manual is declared a public nuisance and may be abated pursuant to OMC 8.24.030. (OMC 16.58)	N/A

Topic	Tumwater	Burien	Edmonds	Lacey	Lake Forest Park	Olympia	Shoreline
Code Enforcement/ Mitigation for Violations	<ul style="list-style-type: none">Public works director is charged with enforcement of chapter.Violations constitute a misdemeanor.	<ul style="list-style-type: none">Violation or failure to comply with Ch 12.38 is subject to enforcement set forth in BMC Chapter 1.15. <i>(BMC 12.38)</i>Violations constitute a misdemeanor, unless otherwise designated as a gross misdemeanor.Violations are punishable by imprisonment in jail for a maximum term fixed by the court of not more than 90 days or by a fine in an amount fixed by the court of not more than \$1,000 or by both such imprisonment and fine.A gross misdemeanor is punishable by a fine of not more than \$5,000 or by imprisonment for not more than 12 months or by both such fine and imprisonment. <i>(BMC 1.15)</i>	<ul style="list-style-type: none">Public works enforces this chapter.If a tree is planted contrary to provisions, the director of public works may remove the tree. A second violation is a misdemeanor. <i>(EMC 18.85)</i>	<ul style="list-style-type: none">Public works department has the authority to enforce provisions of the street tree chapter as it relates to trees located within the public ROW or any tree located on private property that poses a risk, hazard or nuisance to the public ROW. <i>(LMC 12.20)</i>	<ul style="list-style-type: none">Violations are addressed by the administrator.Liability for violations shall be the joint and several responsible of the landowner and any person performing activity. <i>(LFPMC 16.14)</i>	<ul style="list-style-type: none">It shall be gross misdemeanor for any person, firm, or corporation to knowingly cut down, prune, kill, or otherwise damage any public tree without lawful authority. The penalty for such violation shall be a fine not to exceed One Thousand Dollars (\$1,000), and/or to imprisonment not to exceed ninety (90) days or to both such fine and imprisonment. <i>(OMC 16.58)</i>	<ul style="list-style-type: none">It is the responsibility of the parks, fleet, and facilities manager to manage and oversee the planting, care maintenance, and removal of all trees on public ROW and city-owned property.No penalties or violations identified. <i>(SMC 12.30)</i>

Appendix B

TMC 12.24 STREET TREES

Sections:

12.24.010 Planting of certain trees prohibited.

12.24.020 Unauthorized planting in public places prohibited.

12.24.030 Trees and shrubs endangering usefulness of streets and sidewalks – Public nuisance.

12.24.040 Abatement of nuisance.

12.24.050 Fire hazards – Abatement.

12.24.060 Stumps and roots – Removal.

12.24.070 Appeals.

12.24.080 Enforcing authority.

12.24.090 Violation – Penalty.

12.24.100 Remedies not exclusive.

12.24.010 Planting of certain trees prohibited.

It is unlawful to plant hereafter anywhere in the city willow, cottonwood, poplar, and any other trees the roots of which are likely to obstruct or injure sanitary sewers or other underground utilities, except as approved by the director of public works in accordance with a city-approved plan or project.

(Ord. 1392, Amended, 08/03/1993; Ord. 909, Added, 08/15/1981)

12.24.020 Unauthorized planting in public places prohibited.

No trees or shrubs shall hereafter be planted in or abutting any public parking strip, street right-of-way, or any other public place in the city, including sidewalks, without permission of the city; provided, that the following species may not be planted in the above-named places in any event: trees named in TMC 12.24.010, fruit trees (except ornamental types), nut trees, Ailanthus, Mountain Ash, Oregon or big leaf maple, American elm, or any other tree the roots of which cause injury to sidewalks or pavements.

(Ord. 02011-002, Amended, 03/01/2011; Ord. 909, Added, 08/15/1981)

12.24.030 Trees and shrubs endangering usefulness of streets and sidewalks – Public nuisance.

Trees, plants, shrubs or vegetation, or parts thereof, which endanger the security or usefulness of any public street, sidewalk, sewer or other underground utility, are declared to be a public nuisance, except that trees may extend over the sidewalk when kept trimmed to a height of eight feet above sidewalks and fourteen feet above a roadway.

(Ord. 909, Added, 08/15/1981)

12.24.040 Abatement of nuisance.

The public works director, or his/her designee, shall by written notice require the owner of such nuisances described in TMC 12.24.030, in addition or alternative to the penalties prescribed by TMC 12.24.090, to abate the nuisance by trimming, destroying or removal, at the owner's cost and expense within the time specified by the director; provided further, that if the destruction, trimming, or removal is not made by such owner within the time specified, the director may abate the same and render a bill covering the cost of such abatement.

(Ord. O2011-002, Amended, 03/01/2011; Ord. 909, Added, 08/15/1981)

12.24.050 Fire hazards – Abatement.

Grass, weeds, shrubs, trees, or vegetation growing or which has grown and died upon any property and are a fire hazard or menace to public health, welfare or safety are likewise public nuisances. It is the duty of the property owner wherein or whereon any such nuisance exists to abate the nuisances by destroying, removing, or trimming the growth.

(Ord. 909, Added, 08/15/1981)

12.24.060 Stumps and roots – Removal.

The stumps and roots of trees or shrubs shall be removed to a point at least one foot below the top of the adjacent curb or proposed curb grade, treating the remaining roots with a suitable compound to prevent future sprouting or growth. Any roots which have disrupted or broken the adjacent street, curb or sidewalk shall be removed and the street, sidewalk or curb shall be repaired.

(Ord. 909, Added, 08/15/1981)

12.24.070 Appeals.

Appeals from administrative actions made under this chapter may be made by any citizen or property owner to the hearing examiner in the manner provided in TMC Chapter 2.58.

(Ord. O2014-018, Amended, 12/16/2014; Ord. O2011-002, Amended, 03/01/2011; Ord. O96-027, Amended, 10/15/1996; Ord. 909, Added, 08/15/1981)

12.24.080 Enforcing authority.

The public works director or his/her duly authorized representative shall be charged with the enforcement of this chapter.

(Ord. O2011-002, Amended, 03/01/2011; Ord. 909, Added, 08/15/1981)

12.24.090 Violation – Penalty.

Violation of or failure to comply with any provision of this chapter shall constitute a misdemeanor.

(Ord. O2011-007, Amended, 07/19/2011; Ord. 909, Added, 08/15/1981)

12.24.100 Remedies not exclusive.

The remedies prescribed in this chapter are in addition to all other remedies provided or authorized by law, including damages to the city's proprietary interests.

(Ord. 909, Added, 08/15/1981)

Appendix C

STREET TREE FIELD TRIP NOTES MEMO

Background

Following the completion of the Urban Forestry Management Plan earlier this year, the Tree Board and Planning Commission will be working on an update to the city's street tree regulations (TMC 12.24). This update will also include a review and potential update to the following:

- Urban Forestry Management Plan Appendix A.9 Street Tree Planting List
- Tumwater Municipal Code (TMC) Chapter 12.24 *Street Trees*
- Other relevant sections of the Municipal Code in
 - TMC Title 12 *Streets, Sidewalks and Public Places*
 - Title 16 *Environment*
 - Title 17 *Land Division*
- Tumwater Development Guide
- Littlerock Road Subarea Plan
- Tumwater Town Center Street Design Plan
- Capitol Boulevard Community Zone Design Guidelines

The next step in the review process was a street tree field trip on Wednesday, September 22 at 5:30 PM with members of the Tree Board and the Planning Commission.

The City's tree preservation (TMC 16.08) and landscape buffering and screening regulations (TMC 18.47) will be updated next year.

Attendees

Tree Board

- Trent Grantham
- Brent Chapman
- Mike Jackson
- Jim Sedore
- Dennis Olson

Planning Commission

- Elizabeth
- Meghan Sullivan
- Terry Kirkpatrick
- Joel Hansen
- Michael Tobias
- Nathan Peters

Staff

- Brad Medrud

Field Trip Itinerary

1. City Hall Parking Lot – 555 Israel Road SW

2. Mirasett Subdivision - 70th Avenue SW on to Mirasett Street SW

Staff Comment: This is an example of joint project where the city replaced the lifted panels in 2016 and the HOA replaced the trees that were causing problems around 2019. This subdivision was originally approved by the County and annexed into the City with existing problems that continue to get worse.

3. Littlerock Road SW near Israel Road SW

Staff Comment: This is a good example of an area built by the City that has held up for 10 to 15 years. We believe construction was in 2009. We are sure it is not the only reason for its success, but note the larger planting strips on Littlerock Road SW.

4. The Preserve at Tumwater Place Subdivision, Phase 1

Staff Comment: This subdivision was originally approved by the County and annexed into the City.

5. Deschutes River Highlands Subdivision, Phase 1

Staff Comment: This is another example of many failures in a small area. This subdivision was originally approved by the County and annexed into the City.

6. End of Field Trip

Field Trip Notes

- Soils.
- Proper planting
- Training for maintenance of trees and landscaping near the trees
- Use of root barriers to protect sidewalks, curbs, and gutters
- Smaller trees but more of them for canopy coverage
- Consider clearance needed for garbage trucks with lifting containers
- Consider requiring a planting bed area similar in size to the ones used on Littlerock Road to protect trees from equipment.
- Irrigation would likely be needed for street trees because of dry summers and nearest to street and sidewalk heat. Guidance can be given on the amount of watering needed.
- There was a question about interactions with street trees and undergrounding utilities.
- There was a question about who is responsible for sidewalks and street trees: property owner or City
- Consider requiring different varieties of street trees in subdivisions
- Specific species to avoid: maples, sweetgums
- Consider alternatives to street trees: location behind sidewalk, in separate tracts balanced with the needs of heat reduction for streets and sidewalks and aesthetics.

STP SCOPE OF WORK MEMO



Attachment A

City Hall
555 Israel Road SW
Tumwater, WA 98501-6515
Phone: 360-754-5855
Fax: 360-754-4138

Memorandum

Date: March 9, 2022

To: General Government Committee

From: Brad Medrud, Planning Manager

Subject: Urban Forestry Management Plan –
Street Tree Plan, Scope of Work

Issue

Street trees are an essential part of the character of the City. As part of a healthy community and urban forest, they provide many environmental, economic, and community benefits. Street trees work constantly to mitigate the negative effects of development, while protecting and enhancing lives within the community. In addition to environmental benefits such as improving and protecting water and air quality, directly and indirectly addressing the effects of climate change, and buffering urban noise, street trees also have socioeconomic and aesthetic benefits, including promoting equity and environmental justice within the community by ensuring each neighborhood in the City receives community investment and support.

The City Council adopted the *Urban Forestry Management Plan* on March 2, 2021 after four years of work. The City's urban forest consists of all trees and understory plants on public and private property in the City. It includes a diverse mix of vegetation that is managed by a broad group of individuals and groups that are located in a range of urban and natural settings including private properties, developed parks, rights-of-way, conservation areas, and other public lands.

The *Urban Forestry Management Plan* guides the stewardship of the urban forest within the City through a series of implementation actions. Twenty-five actions in the City's *Urban Forestry Management Plan* address street trees and the most important of these are the following three actions with their overall objectives:

Objective 1.1. Increase canopy cover in the City to expand the community and urban forest.

Action C. Require appropriate tree planting in new development and redevelopment, by emphasizing proper planning for trees, correct planting techniques, and aftercare that supports the healthy establishment of newly planted trees.

Urban Forestry Management Plan – Street Tree Plan

Scope of Work

March 9, 2022

Objective 4.1. Update the *Urban Forestry Management Plan* and supporting regulations regularly and ensure they work in harmony with other City strategic priorities.

Action D. Review tree preservation, landscaping, and street tree regulations regularly to ensure that they are working with other City strategic priorities, plans, and regulations, responding to changes in climate, and implementing the *Urban Forestry Management Plan*.

Action E. Review and update the Comprehensive Street Tree Plan regularly to reflect “The Right Tree in the Right Place” strategies, including plantings in planter strips and medians and encourage planting of native tree species, where appropriate.

The next step in the implementation of the *Urban Forestry Management Plan* is the preparation of a *Street Tree Plan*, which is intended to guide street tree planting and maintenance in the City as an element of the 2021 *Urban Forestry Management Plan*. The *Street Tree Plan* will incorporate elements of the 2002 *Comprehensive Street Tree Plan* that was prepared by Washington Forestry Consultants, Inc.

Work on the *Street Tree Plan* will include updating Tumwater Municipal Code (TMC) 12.24 *Street Trees*, Chapter 3 of the *Tumwater Development Guidelines*, as well as review and update other relevant regulations, plans, and procedures for maintaining street trees with the *Urban Forestry Management Plan*’s primary goal of ensuring “The Right Tree in the Right Place.”

The purpose of the *Street Tree Plan* is to guide the maintenance, management, and improvement of the street tree component of the community and urban forest in the City for the benefit of the entire community over the next 20 years. The *Street Tree Plan* and the regulations establish the minimum requirements and standards for development and redevelopment of individual properties in the City as it relates to the street trees. The information for the *Street Tree Plan* will come from multiple sources, including stakeholder groups and inventories and surveys completed as part of the development of the *Urban Forestry Management Plan*.

As part of work on the *Urban Forestry Management Plan*, in 2018 more than 25 volunteers worked with staff and our consultant to inventory, measure, and catalogue more than 3,500 street trees using geographic information systems (GIS) and global positioning systems (GPS). Trees were identified by species, measured trunks at diameter breast height or four and a half feet above the ground, and canopy width, and rated for structure, condition, and health.

The street tree inventory included most City-owned trees planted in rights-of-way between a public sidewalk and a City street. In addition to common tree measurements described above, the inventory teams collected data on sidewalk displacement and planting location types in order to study relations between tree species and types of hardscape damage. This data has been incorporated into the City’s GIS-based asset management system.

Urban Forestry Management Plan – Street Tree Plan

Scope of Work

March 9, 2022

On September 22, 2021, the Tree Board and Planning Commission took a field trip to four different sites in the City to review street trees conditions and then provided input on the *Street Tree Plan* scope of work at more than seven meetings in the summer and fall of 2021 and the winter of 2022.

The *Street Tree Plan* will identify recommendations regarding sustainable resource management for street trees in the City that can be used by residents, homeowner associations, commercial and industrial property owners, developers, landscape architects, arborists, tree professionals, and tree and landscape maintenance staff including the following criteria for sustainable resource management:

Criteria	Key Purpose
Management Plan	Develop and implement a management plan for street trees on public right of ways that includes updating tree design and planting guidelines to provide for long-term development and health of the trees by providing enough space for them to grow.
Funding	Develop and maintain adequate funding to implement the <i>Street Tree Plan</i> .
Staffing	Employ and train adequate City staff to implement the <i>Street Tree Plan</i> .
Assessment Tools and Data Management	Develop methods to collect information about the street trees on a routine basis.
Species and Site Selection	Provide guidelines and specifications for street tree species use, on a context-defined basis.
Standards For Tree Care	Adopt and adhere to professional standards for street tree care.
Public Safety	Maximize public safety with respect to street trees.
Equity	Ensure that ensuring each neighborhood in the City receives community investment and support by requiring street trees to be planted on all public and private streets, and in all new development
Reuse	Create a closed system for street tree waste.

All natural and built systems change over time. Adaptive changes must be actively planned, managed, and maintained over the course of the *Street Tree Plan*'s duration to result in effective benefits. Lack of planning and management is evident where street trees are planted in places that do not allow for growth, which can lead to conflict with sidewalks and utilities. Proactive planning, management, and

Urban Forestry Management Plan – Street Tree Plan

Scope of Work

March 9, 2022

maintenance are needed to keep street trees in the City sustainable and in balance with other urban priorities.

The conditions under which trees grow in the City are often less than optimal. The soils in developed areas are often severely compacted, low in organic content and may contain construction debris. Trees often have restricted rooting space, and the space they do have is often covered with concrete or asphalt, reducing access to water and gas exchange from the soil to the air, critical to tree health.

Because the urban environment is a complex combination of human growth and disturbed environments, the selection of street trees used to create a healthy, sustainable urban environment should include a mixture of native and non-native trees, with no single species dominating. The predominance of a single species will increase the susceptibility of street trees to pests or disease.

The *Street Tree Plan* will provide a comprehensive list of street trees appropriate for all of the City's arterial and collector streets, as well as a general list for all other street types and include a detailed tree planting specification for use in transportation and engineering projects that could also be used for parks and recreation projects. The tree planting plan, specifications, and maintenance guidelines will ensure that the durable, long-term, canopy forming trees will be planted along City streets, forming the linkages between neighborhoods in the City.

The *Street Tree Plan* is proposed to be organized into four chapters and series of appendices.

Chapter 1 – Introduction describes the reasons why the City developed the Plan, its benefits, and its purpose.

Chapter 2 – Background refers to the existing regulations and street tree surveys completed.

Chapter 3 – Street Tree Planning describes the vision for future street tree plantings.

Chapter 4 – Street Tree Planting contains recommendations for street tree planting and maintenance.

Appendices include information specific street trees to be planted, as well as planting and pruning recommendations.

Grant Application

The City submitted a Community Forestry Assistance grant application on February 22, 2022 to the Department of Natural Resources to support a consultant to work on the *Street Tree Plan*. The purpose of the grant is to assist communities with planning and implementing projects that improve management, care, and public engagement with trees growing in parks, natural areas, and along public rights-of-way. As part of the grant, projects also need to address social and environmental disparities in

Urban Forestry Management Plan – Street Tree Plan

Scope of Work

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Washington communities by investing in community-identified urban forestry needs that advance environmental, social, or public health outcomes.

Draft Scope of Work

1. Prepare Public Engagement Plan, which will:
 - a. Define the stakeholders for the process of creating the *Street Tree Plan*, their different information needs, and their role in the update process:
 - 1) Residential property owners
 - 2) Homeowner associations
 - 3) Commercial, industrial, and institutional property owners
 - 4) Residential, commercial, industrial, and institutional developers
 - 5) City maintenance staff
 - 6) City development review staff, including planning, building and development engineering staff
 - 7) City code enforcement staff
 - 8) Professional consultants, such as landscape architects, foresters, and arborists
 - 9) Tree cutting/landscape maintenance companies
 - b. Explicitly address how the *Street Tree Plan* will promote equity and environmental justice
 - c. Establish external and internal stakeholder groups
 - d. Contain a project schedule for:
 - 1) Community and stakeholder meetings
 - 2) Staff stakeholder meetings
 - 3) Draft work product delivery schedule for review by staff, stakeholders, and the Tree Board, Planning Commission, and City Council
 - 4) Public worksessions with the Tree Board and the Planning Commission
 - 5) Formal adoption of the supporting regulations through the Tree Board, the Planning Commission, including a public hearing, General Government Committee briefing, City Council worksession, City Council consideration and adoption
 - e. Identify materials for the implementation of the Public Engagement Plan
 - 1) City website and social media materials
 - 2) Materials to support the external and internal stakeholder groups

Urban Forestry Management Plan – Street Tree Plan

Scope of Work

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- 3) Explanatory materials to support the community and stakeholder meetings, public worksessions with the Tree Board, Planning Commission, and City Council, and adoption of the *Street Tree Plan* and supporting regulations
 - f. Review of the draft Public Engagement Plan by City staff, Tree Board, Planning Commission, and City Council
- 2. Implementation of the Public Engagement Plan
 - a. Conduct stakeholder meetings
 - 1) External stakeholders
 - 2) Internal stakeholders
 - b. Conduct a public open house, if needed
 - c. Conduct public worksessions with the Tree Board and Planning Commission
 - d. Conduct formal adoption of the *Street Tree Plan* and supporting regulations through the Tree Board, the Planning Commission, including a public hearing, General Government Committee briefing, City Council worksession, and City Council consideration and adoption
 - e. Prepare materials for the implementation of the Public Engagement Plan
- 3. Prepare the *Street Tree Plan*, which would include the following sections:
 - a. Introduction, describing the reasons why the City developed the *Street Tree Plan*, its benefits, and its purpose
 - b. Background, referring to the process for creating the *Street Tree Plan*, public engagement process updating regulations, and street tree surveys completed
 - c. Street tree planning, describing the vision for future street tree plantings, including:
 - 1) Arterials and connectors
 - 2) Guidance for other street types
 - 3) Street tree design recommendations
 - d. Street tree planting, containing recommendations for the following:
 - 1) Street tree planting and maintenance guidance
 - 2) Street tree management responsibilities
 - 3) Best management practices for street tree care
 - 4) Street tree planting list
 - 5) Street tree planting specifications and details

Urban Forestry Management Plan – Street Tree Plan
 Scope of Work
 March 9, 2022

- 6) Street tree pruning guidelines
- e. Shorter, individual documents derived from the *Street Tree Plan* for specific audiences and their needs:
 - 1) Residential property owners and homeowner associations
 - 2) City maintenance staff
 - 3) Tree cutting/landscape maintenance companies
4. Prepare amendments to the following, as needed:
 - a. Tumwater Municipal Code Amendments:
 - 1) TMC Title 12 *Streets, Sidewalks and Public Places* (TMC 12.08 *Street and Sidewalk Obstructions*, TMC 12.12 *Construction of Curbs and Sidewalks*, and TMC 12.24 *Street Trees*)
 - 2) Title 16 Environment (TMC 16.08 *Protection of Trees and Vegetation*)
 - 3) Title 17 Land Division (TMC 17.04 *Definitions*)
 - b. *Tumwater Development Guide*, Chapter 3 *General Engineering Considerations* and Chapter 4 *Transportation*, text and details
 - c. *Littlerock Road Subarea Plan*, Chapter 5 *Implementation*
 - d. *Tumwater Town Center Street Design Plan*
 - e. *Capitol Boulevard Community Zone Design Guidelines*
 - f. The ordinance should be assessed for compliance with the Growth Management Act (GMA) requirement to comply with the Attorney General's Guidance regarding takings

Schedule

- May and June 2022 – RFP process and consultant selection
- July 2022 – Project start
- July 1, 2022 – June 1, 2023 – Department of Natural Resources grant money will be available
- December 31, 2022 – Project completion

Notice of Intent and SEPA Review

- August 2022 – Submit Notice of Intent to Commerce
- August 2022 – SEPA Review

Urban Forestry Management Plan – Street Tree Plan
 Scope of Work
 March 9, 2022

Tree Board Meetings

- July 11, 2022 – Tree Board worksession
- August 8, 2022 – Tree Board worksession
- September 12, 2022 – Tree Board worksession

Planning Commission Meetings

- August 23, 2022 – PC worksession
- September 13, 2022 – PC worksession
- September 27, 2022 – PC hearing

City Council Meetings

- October 12, 2022 – GGC briefing
- October 25, 2022 – CC worksession
- November 15, 2022 – CC consideration

Other Notes

- The street tree survey completed as part of the development of the Urban Forestry Management will be used to determine which tree species caused the most infrastructure damage.
- At the December 14, 2021 City Council worksession on the Planning Division department work program, Councilmember Dahl recommended contacting the company she used that would like to review ‘tree’ related documents and plans. They also voiced interest in joining the Tree Board if there is room in the future. <https://www.doubledtreelc.com/>
- Also at the December 14, 2021 City Council worksession, Councilmember Schneider recommended avoiding the Bradford pear as a street tree.
- Staff has asked our Permitting Division staff if they could provide recent as-built plans and landscaping plans for recent projects such as Skyview to the Planning Commission and Tree Board. As part of this scope of work, staff will spend a worksession taking the Planning Commission and Tree Board through the development review process.
- Staff has reviewed materials related to the scope of work provided by Ben Thompson and his staff at the Washington State Department of Natural Resources.
- On December 16, 2021, the City issued the job posting for the new sustainability coordinator position, which will be taking lead on urban forestry projects in 2022. The position closed in January 2022 and staff are reviewing

Urban Forestry Management Plan – Street Tree Plan

Scope of Work

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candidate for the position in February and March 2022. The new sustainability coordinator will be taking over as lead staff for the Tree Board, but Planning Division staff will continue to lead the work on the code update.

Public Engagement Plan - Addendum

STREET TREE PLAN AND CODE UPDATE CITY OF TUMWATER


Prepared for:


Brad Medrud, AICP
Planning Manager
City of Tumwater
Community Development Department
555 Israel Road SW
Tumwater, WA 98501

(360) 754-4180
bmedrud@ci.tumwater.wa.us



750 Sixth Street South
Kirkland, WA 98033

 425.822.5242

 425.827.8136

watershedco.com

Reference Number: 220627

Contact: Kim Frappier
Amber Mikluscak
The Watershed Company
750 6th St S
Kirkland, WA 98033

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1 Introduction

To implement the objectives of the Tumwater Urban Forestry Management Plan, the City identified review and revision of the City's municipal codes pertaining to urban forest management including the City's Street Tree Plan and *TMC 12.24 Street Trees* as a high priority action along with updates to *TMC 16.08 Protection of Trees and Vegetation* (Tumwater UFMP 2021). The public engagement efforts for the Street Tree Plan and code update will build off and be accomplished in concert with that of *TMC 16.08*. This document serves as an addendum to the Public Engagement Plan developed for the Tree and Vegetation Preservation Code Update dated September 28, 2022.

2 Engagement Goals and Strategies

The goals and strategies outlined in the Public Engagement Plan for *TMC 16.08* will also guide the outreach process for *TMC 12.24*. This engagement effort aims to keep stakeholders informed and involved in all aspects of the Street Tree Plan and code update process, building from the stakeholder relationships established during the original public outreach activities.

The primary goals and strategies include:

- Educate and inform stakeholders regarding the current Street Tree Plan, critical topics for assessment and discussion, and the timeline and process for updating both the Street Tree Plan and code update.
- Learn about the community's understanding of and preferences for street tree management, maintenance, and permitting, which will serve as a guiding tree maintenance and management document for the City of Tumwater staff, industry professionals engaged in arboriculture and development, and property owners engaged in tree management.
- Seek insights and perspectives from community members on Street Tree regulations (*TMC 12.24 Street Trees*).
- Continue to engage stakeholders identified and measure success based on the metrics outlined in Sections 3 and 4 of the Tree Preservation Public Engagement Plan (September 2022).

3 Stakeholder Outreach and Engagement

Stakeholder and interest groups identified for the Street Tree Plan and Title 12.24 are consistent with those outlined in Chapter 4 of the Public Engagement Plan for TMC 16.08. As noted earlier, the goal of stakeholder identification is to achieve a representative sample of the Tumwater community that considers both demographic trends and balances the broad and competing interests relevant to the street tree management. To achieve this goal, outreach and engagement efforts are structured to target the community's specific needs and profile. Further, targets help to determine the extent to which effective outreach is achieved.

4 Outreach Strategy

The following table describes methods of notification that have been implemented as part of the larger urban forestry municipal code update to provide the public with project information and inform them of upcoming public participation opportunities. The City will continue to consider how best to reach key stakeholders and demographic groups identified in the Stakeholders section of the Public Engagement Plan.

4.1 Notification Tools

The following table describes methods of notification used to promote the project and share opportunities for public participation.

Table 1. Summary of Notification Tools

Notification Tool	Key Actions	Due Date/Status	Lead
Online Open House The online open house will provide a homebase for information about the project and engagement opportunities, including links and schedules.	Build framework Populate content Soft (test) launch Launch	Ongoing; Launched as part of kick-off of TMC 16.08 outreach	Watershed
Social Media Promotion Use the City's established social media channels for broad engagement beyond the city limits to raise awareness of project goals and objectives, promote the project, and drive traffic to the online open house.	Regular and frequent posting across all social media channels	Ongoing; At project milestones (e.g., online open house launch, collateral mailing, and distribution); per Schedule of Outreach	City
Direct Engagement Project liaisons will forge and foster direct relationships with stakeholder groups identified. Direct engagement may include email, phone, or in-person communication; attendance at regular group meetings; and routing of project information and feedback between interest groups and the project team.	Regular communication with leadership or key representatives of each group	At least monthly, or as needed, throughout project duration	City

4.2 Stakeholder Meetings

Similar to the Tree and Vegetation Code (*TMC 16.08*) Update Project, a major component of the engagement effort will include a series of both internal and external stakeholder meetings. A total of two additional internal and three additional external stakeholder meetings are planned to specifically discuss the street tree plan and *TMC 12.24*. The purpose of the stakeholder meetings will be to facilitate discussions that build on the feedback received and inform subsequent steps in the ordinance update process. Priorities identified during the first round of stakeholder meetings for *TMC 16.08* will also inform stakeholder meetings, discussion topics, and strategies applicable to *TMC 12.24* and the Street Tree Plan. An outline of the scope of discussion for each stakeholder meeting is provided below.

Internal Stakeholder Meeting (1 of 2)

- Attendees: City departments and staff
- Discussion: Scope of project, project schedule, scope of current ordinance
- Desired feedback: Concerns about the 2002 Street Tree Plan, experience with current code, primary concerns regarding street tree management.
- Exercises:
 - Priority setting (ex. “What do you see as the main priorities for street tree management? Tree species selection, soils, infrastructure impacts, climate change, canopy cover, environmental justice, etc.)
 - Rank priority
 - What are the key concerns affecting each priority?
 - What is the desired outcome for management of each priority?
 - Which of these priorities are inextricably linked? (Generate pairs or groups)

Internal Stakeholder Meeting (2 of 2)

- Attendees: City departments and staff
- Discussion: Review revised draft of 2023 Street Tree Plan and *TMC 12.24*; solicit feedback on information to be included in targeted materials for specific audiences.
- Desired feedback: Questions and suggested refinement of the draft 2023 Street Tree Plan, draft code amendments.
- Identification, ranking, and breakdown of additional concerns or unaddressed issues.

External Stakeholder Meeting (1 of 3)

- Attendees: Any external stakeholders

- Discussion: Scope of project, project schedule, scope of current ordinance
- Desired feedback: Concerns and questions about the Street Tree Planning process, the current code, experience with current code, primary concerns regarding street tree maintenance and management.
- Exercises:
 - Priority ranking (ex. “What do you see as the main priorities for Street Trees in Tumwater? (Rank top 3) species selection, infrastructure impacts, climate change, canopy cover, environmental justice, etc.)
 - “If we had a focused discussion about your TOP priority, would you be interested in participating in that session? If yes, provide your contact information.”

External Stakeholder Meeting (2 of 3)

- Attendees: Select external stakeholder based on interest from External Stakeholder Meeting 1 (invite only).
- Discussion: Focused breakouts on priorities that emerged from External Stakeholder Meeting 1.
- Desired feedback: Gaps, targets for revision, focus areas within code
- Engagement questions:
 - What are the key concerns affecting this priority?
 - What is the desired outcome for management of this priority?
 - What are some methods or strategies for achieving the desired outcome?

External Stakeholder Meeting (3 of 3)

- Attendees: Select external stakeholders chosen based on interests represented at External Stakeholder Meeting 2, but targeting equal representation across interest (invite only)
- Discussion: Breakouts on balanced interested that emerged from External Stakeholder Meeting 2
- Desired feedback: Actionable code guidance, compromise
- Engagement questions

5 Outreach Schedule

To provide accountability and build trust with community stakeholders, the project team will maintain a regular schedule of outreach through the duration of project. In the initial phase of outreach and engagement, outreach will be interactive, including both outreach to and feedback from community members. Through the later project phase of code revision and outreach, the

project team will keep stakeholders informed of project progress and milestones. An outline and relative schedule of social media posting is provided after the overall schedule of outreach.

Table 2. Target Schedule of Outreach and Engagement

Date	Milestone / Notes
November 2022	<ul style="list-style-type: none"> ○ Complete draft addendum to the Public Engagement Plan to address updates to the 2002 Street Tree Plan and <i>TMC 12.24</i> ○ Finalize Public Engagement Plan ○ Add additional content to online open house related to street trees and <i>TMC 12.24</i>
December 2022	<ul style="list-style-type: none"> ○ Develop draft Gaps Analysis of the Street Tree Plan and <i>TMC 12.24</i>
January 2023	<ul style="list-style-type: none"> ○ Joint Planning Commission - Tree Board Meeting to launch Street Tree Plan update effort; Discuss draft Gaps Analysis and gather priorities and feedback from board members. ○ Internal Stakeholder Meeting #1
1 st Quarter 2023	<ul style="list-style-type: none"> ○ External Stakeholder Meeting #1 ○ Work Session with Tree Board
2 nd Quarter 2023	<ul style="list-style-type: none"> ○ Complete Development of First Draft of Street Tree Plan ○ Internal Stakeholder Meeting #2 ○ External Stakeholder Meetings #2 and #3 ○ Develop revised draft of Street Tree Plan ○ Joint PC-TB briefing and worksession – Ordinance
3 rd Quarter 2023	<ul style="list-style-type: none"> ○ Briefings and worksessions with Planning Commission, City Council, and Government Committee
4 th Quarter 2023	<ul style="list-style-type: none"> ○ Ordinance Adoption

Social Media Promotion

The following table provides an outline of key messages for social media promotion of external outreach and events along with a targeted timeline for posting relative to project milestones and events.

Table 3. Outline of Social Media Promotion

Milestone / Event	Key Messages	Relative Timing
Online open house updates	<ul style="list-style-type: none"> ○ Visit the Online Open House [provide direct link] ○ Share project goals ○ Share project timeline ○ Sign up for project updates [provide direct link to sign up form] ○ Who should participate? (Everyone!) 	Coincident with kick-off worksession with Planning Commission and Tree Board
External stakeholder meetings	<ul style="list-style-type: none"> ○ Are you interested in Street Trees? ○ Sign up for project updates [provide direct link to sign up form] ○ Save the Date [publish date] ○ Register today! [share registration link] ○ Reminder, meeting is tomorrow! ○ Reminder, meeting is today! 	Starting at least 6 weeks before scheduled meeting
Project milestone achieved	<ul style="list-style-type: none"> ○ The City is making progress on the Street Tree Plan update! [share about milestone and share direct link, if available] 	Within 3 days of achievement
New content posted to online open house for public review	<ul style="list-style-type: none"> ○ The City needs your input about Street Trees! View the [content description] and share your feedback! [provide direct link] ○ Reminder: your input is needed by [date]! 	Coincident with posting 2 weeks before feedback period is closed 1 week before feedback period is closed 1 day before feedback period is closing

References

Census.gov, Tumwater, WA: Quickfacts. Accessed, August 2022.

City of Tumwater Urban Forestry Management Plan. March 2021

TO: Planning Commission and Tree Board
 FROM: Brad Medrud, Planning Manager
 DATE: February 14, 2023
 SUBJECT: Joint Planning Commission and Tree Board Worksession on the Landscape Code Update

1) Recommended Action:

Review the packet and be prepared for a discussion with the City's consultant and staff on the gap analysis and public engagement plan.

2) Background:

Trees are an essential part of the character of the City. As part of a healthy community and urban forest, they provide many environmental, economic, and community benefits. Trees and their associated vegetation work constantly to mitigate the negative effects of development, while protecting and enhancing lives within the community. In addition to environmental benefits such as improving and protecting water and air quality, directly and indirectly addressing the effects of climate change, and buffering urban noise, trees and their associated vegetation also have socioeconomic and aesthetic benefits, including promoting equity and environmental justice within the community by ensuring each neighborhood in the City receives community investment and support.

The Tumwater City Council made urban forestry one of four top priority actions for 2022-23. The City Council adopted the *Urban Forestry Management Plan* on March 2, 2021 after four years of entirely City-funded work by City staff, stakeholders, a consultant, the Tree Board, and the Planning Commission.

The City's urban forest consists of all trees and understory plants on public and private property in the City. It includes a diverse mix of vegetation that is managed by a broad group of individuals and groups that are located in a range of urban and natural settings including private properties, developed parks, rights-of-way, conservation areas, and other public lands.

The focus of the *Urban Forestry Management Plan* is the "The Right Tree in the Right Place." The *Urban Forestry Management Plan* guides the stewardship of the urban forest within the City through a series of implementation actions. The primary goals, objectives, and actions that address street trees include:

Goal 1. Restore and enhance the community and urban forest.

Objective 1.1. Increase canopy cover in the City to expand the community and urban forest.

Action B. Ensure that landscaping regulations provide for the preservation of trees with potential and the planting of new trees and understory when removing existing trees and understory on public and private properties.

Action C. Require appropriate tree planting in new development and redevelopment, by emphasizing proper planning for trees, correct planting

techniques, and aftercare that supports the healthy establishment of newly planted trees.

Objective 1.2. Improve and maintain an optimal level of age distribution and species diversity of trees in the community and urban forest by increasing the use of desirable trees.

Action A. Designate tree species based upon specific purposes and site conditions for each project and maximize the benefits of trees while maintaining species diversity.

Goal 2. Protect and preserve the community and urban forest, which includes trees, understory, habitat, and soils.

Objective 2.1. Use regulatory and non-regulatory approaches to protect and retain the community and urban forest to the extent practicable within the context of necessary growth and development.

Action B. Enforce landscaping regulations to preserve existing trees and understory as well as replace on public and private properties.

Goal 4. Balance the protection and support of the community and urban forest with other City strategic priorities, which include, in part, providing affordable housing, developing a walkable urban community, economic development, addressing climate change, and protecting endangered species.

Objective 4.1. Update the *Urban Forestry Management Plan* and supporting regulations regularly and ensure they work in harmony with other City strategic priorities.

Action D. Review tree preservation, landscaping, and street tree regulations regularly to ensure that they are working with other City strategic priorities, plans, and regulations, responding to changes in climate, and implementing the *Urban Forestry Management Plan*.

The landscaping code update is the next step in the City's implementation of the *Urban Forestry Management Plan*. As part of this project, the City's consultant, SCJ Alliance, and City staff will be working in 2023 with stakeholders and the Tree Board, Planning Commission, and City Council to update the City's landscaping regulations (TMC 12.47 *Landscaping*), as well as review and update other relevant regulations and standards.

In addition, the City is currently updating its tree and vegetation preservation regulations (TMC 16.08) and its Street Tree Plan and regulations (TMC 12.24 *Street Trees*) this year.

3) Alternative:

☐ None.

4) Attachments:

- A. Gap Analysis
- B. Public Engagement Plan



Tumwater Landscape Code Update

Baseline Assessment

To Brad Medrud, Planning Manager, City of Tumwater

From: Malissa Paulsen and Rachel Granrath, SCJ Alliance

Date: January 30, 2023

Project: Tumwater Landscape Code Update

Subject Baseline Assessment

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Introduction

The next step for the City of Tumwater’s implementation of the 2021 adopted *Urban Forestry Management Plan (UFMP)*, is an update to Tumwater Municipal Code (TMC) relative to landscaping and buffering regulations. This update calls for amending various sections of the TMC, specifically TMC 18.47 *Landscaping*, as well as reviewing and updating any other relevant regulations and standards.

This update is intended to guide local government staff, developers, and landscape professionals in assisting the City meet its environmental and sustainability goals associated with UFMP. The overall intent of this update effort is to:

- Ensure implementation and consideration of the UFMP
- Ensure the Landscaping Code reflects the City’s current goals and needs
- Reflect any changes to federal, state, and local codes



- Ensure ease of use by city staff, developers, landscape professionals and the community

This memo is a baseline assessment/ gap analysis outlining the applicable policies, plans, and areas of improvement in the City's Landscaping Code, TMC 18.47, and other relevant regulations and standards.

Long Range Plan Guidance

While a number of plans directly inform the update to Section 18.47, the 2021 *Urban Forestry Management Plan* is the most directly impactful to this effort. However, it is important to note that the following plans address landscape and buffering guidance.

Tumwater Comprehensive Plan, 2036 (Adopted 2016)

The City's Comprehensive Plan establishes policies and vision for future development. The Land Use Element addresses a variety of items relevant to updating the landscaping and buffering section of the TMC. Notable sections of the plan include the following:

- Policy LU-2.5 Encourage development of architectural and landscape design standards.
- Policy LU-7.4 Provide a variety of open spaces including landscaped buffers, small parks, plazas, and other community areas to balance higher density development and enhance quality of living.
- Policy LU-10.5 Group commercial, industrial, and manufacturing uses into centers rather than dispersed throughout the City. These centers shall have a landscaped, urban park quality.
- Policy LU-10.6 Rest future development of commercial, manufacturing, and light industrial areas in the City on a comprehensive, integrated planning scheme incorporating performance standards regarding green belts, and buffering, landscaping, parking facilities, and other items of site design as appropriate.
- Policy LU-10.8 Ensure commercial and industrial structures, where practical, are low profile and provide landscaping including lawns, trees, and shrubs.
- Policy LU-11.5 Encourage existing and new development to use landscaping to take advantage of the sun's warming rays in winter and to provide shade in summer.
- Policy LU-11.7 Consider the impact of new development and landscaping on solar accessibility of adjoining lots and mitigate wherever feasible.
- Design review and guidelines – address design issues such as circulation, stormwater runoff, landscaping and buffering, building location, and design.
- Heavy industrial areas should be separated from residential and commercial uses by such methods as vegetative or lighter intensity land use buffers and should have controls to establish compatibility with surrounding non-industrial development and to protect from nuisance-creating occurrences such as noise, dust, odor, vibration, air, and water pollution.
- To ensure commercial development that is compatible with surrounding uses and the general character of the community architectural and landscaping design and development guidelines should apply to commercial development.
- Areas designated Neighborhood Commercial should be of a low intensity and minimally affect adjacent residential areas. Neighborhood Commercial areas should provide a buffer area between adjacent residential uses. This buffer should consist of landscaping and sound barriers

Brewery District Plan (2020)

The Brewery District Plan includes some of the oldest portions of the City around Custer Way, Cleveland Avenue and Capitol Boulevard. Various goals are set in the Plan including sense of place, transportation access and safety, economic vibrancy and appearance and function of the built environment. The landscape code and TMC 18.27 *Brewery District Zone* implements various portions of this plan and specifically creates a sense of place, aesthetic and function. Specific areas called out in the plan directly impacting this update include:

- Surface parking screening with landscape buffer.
- Site development standards can address setbacks, building frontage, parking location, driveway width, and landscaping requirements.

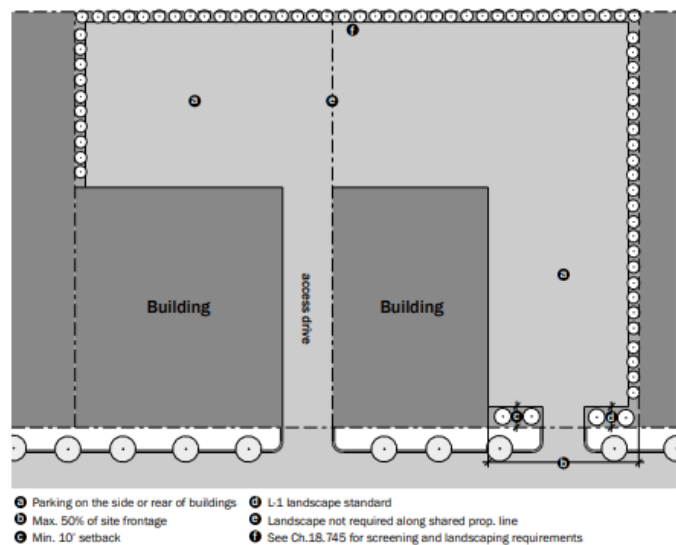
Black Hills Subarea Transportation Plan (2003)

While this plan is mainly focused on transportation connections and improvements to the subarea, various sections mention streetscape visualization and landscape strips between transportation corridors and land uses.

Capitol Boulevard Corridor Plan (2014)

Capitol Boulevard is a major arterial that carries heavy traffic around and through the center of the City. This plan focuses on enhancing the corridor through economic conditions, transportation and aesthetics. There are relevant parts of the plan that support revisions of the landscape code and TMC 18.21 *CBC Capitol Boulevard Community Zone District* with a focus on the Capitol Boulevard Corridor.

- Landscaping buffer on sidewalks from traffic and pedestrian zones
- Landscaping as urban design and environmental respect
- Perimeter site design with landscape buffer as a priority
- Landscape screening between land use types such as commercial and residential
- Buffer options to minimize neighbor property impacts such as rain gardens, formal planting, trees, shrubs, garden and fencing



Example of a code diagram illustrating regulations pertaining to setbacks, building frontage, parking location, driveway width, and screening requirements

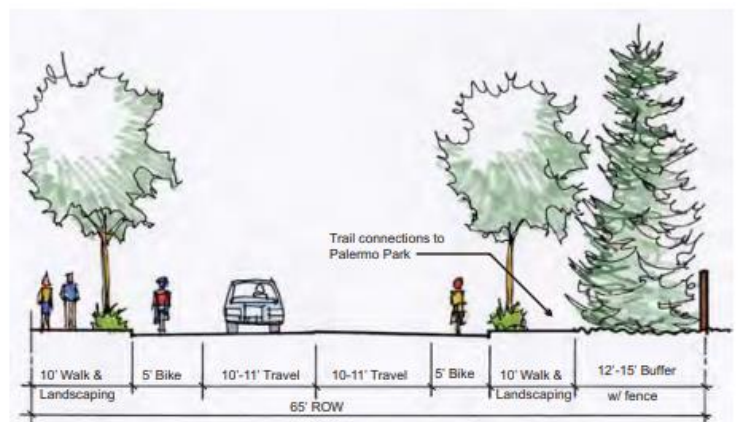


Figure 7-12. The proposed new North-South Access Street conceptual plan and section

Littlerock Road Subarea Plan (2018)

The Littlerock Road Subarea vision was established in the Comprehensive Plan and further studied in the subarea plan. Core elements are to create a mixed-use area village atmosphere on the south-central portion of the subarea and to provide vibrant retail opportunities along I-5. Achieving these intentions brings various components such as design, infrastructure, land use and of course, landscape and buffering. Specific to the efforts on the landscape code, the following are relevant sections from the plan:

- Review and revise as needed the City's development regulations to identify subarea gateways and transition areas, including boundaries between zoning districts for the subarea.
- Said gateways, transition areas and boundaries may be attractive for certain enhancements such as public art, plazas, enhanced landscaping, entry signs, or other architectural features.
- Where appropriate, enhanced noise and visual buffering could be required along boundaries of the subarea to provide extra buffers between commercial and residential neighborhoods.
- Consider amending TMC Title 18 Zoning to require Type 1 landscaping to provide more separation between commercial and non-commercial uses.
- Mitigate impacts of development through opportunity for open space provisions including storm drainage, air quality, and buffering of highway noise.

Urban Forestry Management Plan (2021)

The long-range plans give great context to decades of planning work that the stage for the UMFP, adopted in March 2021. The City has embarked on various efforts including the update to Section 18.47 *Landscaping* in order to best implement the Plan. The landscape code will be updated to ensure it aligns with the goals and objectives laid out in the UFMP, input and comments from stakeholders, city staff, the Tree Board, the Planning Commission, City Council, and other relevant plans and objectives. Relevant goals and actions outlined in the UFMP include:

- Reviewing tree preservation, landscaping, and street tree regulations regularly to ensure that they are working with other City strategic priorities, plans, and regulations, responding to changes in climate, and implementing the UFMP.
- Ensuring that landscaping regulations provide for the preservation of trees with potential and the planting of new trees and understory when removing existing trees and understory on public and private properties.
- Requiring appropriate tree planting in new development and redevelopment, emphasizing proper planning for trees, correct planting techniques, and aftercare that supports the healthy establishment of newly planted trees.
- Promoting the use of Native and Northwest-adapted plants species on public and private property to enhance desired wildlife habitat and tree canopy in the City.

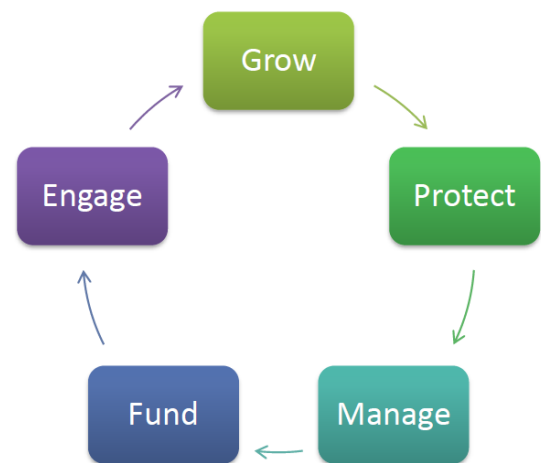


Figure 1: State of the Community and Urban Forest - five concepts



- Promoting the use of the *Habitat at Home* (WDFW) or *Certified Wildlife Habitat* (NWF) mindset to encourage support of wildlife habitat within the city.
 - <https://wdfw.wa.gov/species-habitats/living/habitat-at-home>
 - <https://www.nwf.org/CERTIFY>
- Work with representatives of the Native Plant Salvage Project to accomplish tree-planting projects.
- Enforcing tree protection regulations to protect healthy existing trees and forested areas and replace on public and private properties.
- Coordinating with the Noxious Weed Board and the Washington State Department of Fish and Wildlife
- Updating the recommended City Street Tree and Landscaping Tree Lists based on discussions with City Staff, the Tree Board, the Planning Commission, City Council, Stakeholders, and Landscape and Arborist professionals.
- Balancing the protection and support of the community and urban forest with other City strategic priorities, which include, in part, providing affordable housing, developing a walkable urban community, economic development, addressing climate change, and protecting endangered species.
- Designating tree species based upon specific purposes and site conditions for each project and maximizing the benefits of trees while maintaining species diversity.
- Communicating how the community and urban forest is integral to quality of life in the City and affirm that it is considered when the City Council establishes strategic priorities and makes budget and regulatory decisions; City boards and commissions make development and regulatory recommendations; City staff implement adopted plans and codes; and City residents, property owners, and business owners make landscaping decisions.
- Considering whether planting of edible landscaping such as berry plants and fruit trees would be appropriate in City parks or open spaces, taking into consideration factors such as public safety, attraction of vermin, disease transmission, and maintenance ability and costs.
- Considering the use of topsoil and existing plant life on parcels being developed or redeveloped.
- Promoting use of water absorbing shrubs and trees in stormwater ponds or areas in need of excess drainage capacity.
- Reviewing the definitions throughout the code and referenced sections to ensure consistency.
- Encouraging the use of pollinator plants.
- Promoting the use of efficient temporary or seasonally used irrigation systems, including use of exposed rain sensors, zones of irrigation, and the City's Irrigation Audit Program.
- Promoting ecologically prioritized landscapes that support visual security and connection.
- Encouraging multi-purpose use for buffers, stormwater, open spaces and general landscape design.

Code Audit

The City's existing Landscaping Code (TMC 18.47 *Landscaping*) was adopted in 1998 with the last substantial update in 2008 and minor amendments as recent as January 2022. With the 2021 adoption of the UFMP and the City's sustainability, climate mitigation, and Tree City goals, the landscape code is in need of a refresh to better reflect the City's goals.



To ensure consistency throughout the MC, we have reviewed supporting documents, current code, and staff recommendations to create a list of other items that may need amendments to better align or clearly reference the correct or new portions of the TMC after the update has been adopted. As part of this analysis the City's current code was reviewed for relevant cross sections and the Tumwater Development Guide was reviewed for areas of consideration and amendment.

Tumwater Development Guide - Considerations

- Add Tree City and Backyard Habitat language to Intent/Introduction
- Review and possibly update 1.14 *Tree & Vegetation Protection Ordinance*
- Review and possibly update 4.31 *Illumination Design Standards* and TMC 18.40.035 *Exterior illumination*
 - Consideration and discussions to change landscape lighting to be no brighter than 3,000k. This assists in beneficial habitat of local species and non-discouragement of potential breeding and use of plant life. This consideration should explore a decrease in footcandle allowance (potentially to 0.1) for all development rather than only residential developments. Landscape lighting near a designated critical area should be discouraged.
 - Ensure lighting and security access hardware coexist.
- Review and possibly update 4.49 Street Trees in coordination with the concurrent development of the Street Tree Plan and revisions to TMC 12.24 *Street Trees* in 2023. Consideration and discussions to change list to include or remove Trees/Shrubs/Groundcover based on lists developed in conjunction with city staff and the Tree Board.
- Review and possibly update Chapter 5 *Drainage Design and Erosion Control Manual*
- Review and possibly update Section 6.15 *Irrigation*

Tumwater Municipal Code Review – Cross-Reference Areas and Actions

- Title 12 *Streets, Sidewalks and Public Places*
 - TMC 12.24 *Street Trees*
- TMC 13.12 *Stormwater System*
 - Review and possibly update to include stormwater buffering requirements or reference to landscape code.
- TMC 16.08 *Protection of Trees and Vegetation*
- TMC Title 18 *Zoning*
- TMC 18.21 *CBC Capitol Boulevard Community Zone District*
- TMC 18.27 *Brewery District Zone*
- TMC 18.43 *Citywide Design Guidelines*
 - Update to add a section specifying landscape requirements (not specific but a reference to the City's landscaping code); or
 - Update language in TMC 18.43(C)(8) for screening landscaping requirements or add reference to screening requirements further laid out in TMC 18.47 *Landscaping*.

Sustainability Considerations

The City sees sustainability as a priority. The city participates in Sustainable Thurston which helps create places and preserve spaces for a sustainable future in the Thurston region. In addition, the City adopted the Thurston Climate Mitigation Plan in 2021. The City's Water Resources & Sustainability Department is dedicated to water resources and sustainability including climate change response, critical resources, and improving the urban environment through the preservation and expansion of urban forest canopy. There are a number of areas where sustainability can come into play relating to landscaping and buffering, the following have been discussed and identified as a focus area for the code amendments.

- Water efficiency and conservation
- Flexibility and encouragement of alternative landscaping methods such as eco-lawns
- Prioritize Native and Northwest-adapted Plants
- Encourage composting and the use of compost in landscaping
- Strongly encourage plants that attract bees and pollinators
- Explore City certification: *Habitat at Home (WDFW)* or *Certified Wildlife Habitat (NWF)*
- Balance ecological needs with environmental design



Figure 2: No mow eco-lawn example, source: prairie nursery

Key Themes & Takeaways

The baseline assessment is meant to take the pulse of where the City has been and where this code update process should be headed. There is lots of feedback relating to design, aesthetics, sustainability, cost, and security. In order to move this project, forward it is important to keep in mind the key themes and takeaways guiding the update.



Multi-Purpose

As the City continues to develop, it is important to maintain landscaping, open space, critical areas, recreation, drainage, buffers, etc. An important aspect of this code amendment includes addressing multi-purpose opportunities for landscaping as well as addressing various needs such as stormwater management, visual barriers, trails, recreation, etc.

Be Innovative

In order to achieve many of the objectives outlined in this memo, the City will need to be innovative and flexible in its standards and direction. Keeping an open mind to new techniques and products which could include but not be limited to eco-lawns, decrease year round maintained turf, permeable pavers, living ground covers, compost, etc. Part of this code amendment process is to establish parameters but leave room for innovation where appropriate.

Reuse

Sustainability is a common theme in the entirety of this code amendment. There is an opportunity to prioritize reuse as a general aspect of sustainable design such as reuse of topsoil on site, water reuse, and maintain and protect existing foliage where appropriate.

Design flexibility

There are a breadth of design opportunities and options for any given site. This code should establish the parameters for plant groups, objectives, and encourage creative ways to implement. This could include a variety of things such as a percentage of native or Northwest adapted plants in a site design.

Water conservation

Prioritize plants that will survive without irrigation past their initial establishment. Encourage less water usage through drought tolerant species and water quality plants. Promote efficient temporary or seasonally used irrigation systems, including use of exposed rain sensors, zones of irrigation, and the City's Irrigation Audit Program. Encourage the use of reclaimed water whenever available.

Habitat preservation

Establish and maintain landscaping that supports, protects and/or attracts pollinators, endangered species, and other wildlife. Habitat preservation also is another multi-purpose use for landscaping and buffer areas.

Crime Prevention through Environmental Design (CPTED)

Consider code amendments that address CPTED. There are four main principles of CPTED: natural access control, natural surveillance, territoriality, and maintenance. Balance using these principles while designing buildings, homes, and neighborhoods, to create an environment that influences human behavior and discourages crime.



City of Tumwater
Landscape and Buffering Ordinance
Public Engagement Plan
January 9, 2023

Introduction

The City of Tumwater is working to implement the 2021 adopted *Urban Forestry Management Plan (UFMP)*. The public participation plan identifies actions and priorities in order to achieve the goals of the UFMP, many of which call for amending various sections of code, specifically TMC 18.47 *Landscaping*. The last major update to TMC 18.47 *Landscaping* was done in 2008. Since then, the City has experienced development, growth and a community need to preserve and enhance landscaping, street trees, and create clear and concise regulations.

This document outlines the public participation process for the update of TMC 18.47 *Landscaping*. The intent of the public participation plan is to engage elected officials, community members and groups, local developers, professional consultants (landscape architects, foresters, and arborists), and staff throughout the process so that everyone has the opportunity to review, comment, question, and provide input.

The early top priorities for the public participation process are to create outreach materials and conduct stakeholder meetings, public work sessions, and host workshops for internal and external stakeholders. The public participation plan will include strategies aimed at encouraging preservation of existing healthy urban canopy and public and stakeholder engagement. Completion of the Landscaping and Buffering Ordinance is anticipated by December 31, 2023.

To be successful the project will:

- Update the City’s landscaping and buffering regulations in TMC 18.47 *Landscaping*, Citywide Design Guidelines, development guide, and other related regulations.
- Support Urban Forestry and implementation of the *Urban Forestry Management Plan*.
- Support the City’s efforts to address climate change and implementation of the *Thurston Climate Mitigation Plan*.
- Promote equity and environmental justice throughout the public participation process.
- Conduct meetings with City Staff, Stakeholders, and the public.
- Conduct public work sessions with the Tree Board, Planning Commission, and City Council.
- Identify community-supported strategies that promote increased urban forest canopy through the landscaping regulations, including updates to policies, regulations, and programs.
- Adopt the updated Landscape and Buffering Ordinance and other related municipal code updates or documents.

This document provides an overview of all of the planned public engagement activities, describing their approach, format, intent, and outcomes. We will keep this plan up to date, modifying it as necessary to reflect changes in the process, and what is learned along the way.

Public Participation Goals

- Provide the city and interested parties with timely information, an understanding of the process, and multiple opportunities to participate.
- Actively seek information from stakeholder groups to gather input from advocates, developers, and social service organizations about their concerns, questions, and priorities. (A detailed list of potential stakeholder groups is listed below).

Communication Methods

External Communication

Members of the public and stakeholder groups will have the opportunity to communicate with City and Consulting staff regarding this project. Electronic versions of draft and final documents will be available at www.tumwatertreecity.com under Landscaping Project Updates.

Public notices will be distributed in accordance with TMC 14.06.070 and the Open Public Meetings Act (RCW 42.30.060).

Internal Communication

Rachel Granrath at SCJ Alliance is the project manager and Malissa Paulsen is the primary point of contact for the consultant team. Rachel can be reached at Rachel.granrath@scjalliance.com, 720-273-7172, 108 N Washington, Ste 300, Spokane, WA 99201. Malissa can be reached at malissa.paulsen@scjalliance.com, 253-314-9539, 8730 Tallon Ln NE Ste 200, Lacey, WA 98516.

Brad Medrud, Long Range Planning Manager, is the primary point of contact for the City of Tumwater. His contact information is bmedrud@ci.tumwater.wa.us, 360-754-4180, 555 Israel Road SW, Tumwater, WA 98501.

Public Participation Outline

Kickoff Meeting	October 20, 2022
Draft Public Engagement Plan	December 2022
Final Public Engagement Plan	January 2023
Outreach Materials	October 2022 – June 2023
Stakeholder Meetings	March 13, 2023 & April 3, 2023
Committee Engagement	
Joint Planning Commission/Tree Board Introduction	February 13, 2023
Joint Planning Commission/Tree Board Briefing	July 10, 2023
General Government Committee - Briefing	October 9, 2023
Work Sessions	
Joint Planning Commission/Tree Board	August 14, 2023
Planning Commission	August 28, 2023
City Council	October 23, 2023
Public Hearings	
Planning Commission	September 11, 2023
City Council	November 20, 2023

General Process for Public Engagement and Adoption of Code

Public engagement is the forefront and main component to inform the draft and final version of the updated Landscaping code. The Public Engagement process outline, above, is a general idea of when each item will take place. Below is a discussion regarding the importance of each element.

SCJ Alliance and the City of Tumwater will meet with both the Planning Commission and Tree Board in a joint meeting to introduce the project and create a baseline understanding of how the project will proceed. This introduction provides time for the commission and tree board to ask questions, provide input, and communicate their understandings to inform the draft ordinance.

After the introductory meeting with the Planning Commission and Tree Board, SCJ Alliance and city staff will conduct two stakeholder meetings and develop both a first and second draft of the ordinance. Then another joint meeting with the Planning Commission and Tree Board will be held to discuss the draft ordinance and hear input from commission and board members. SCJ Alliance will take that information and update the ordinance to reflect the input and return to the commission and board to complete the final draft of the ordinance.

For an ordinance to be adopted within the City of Tumwater, the Planning Commission must review the proposal, hear public comment, and make a recommendation to move to City Council at a public hearing*. If the Planning Commission recommends for the proposed ordinance to go in front of the City Council, the City Council will then hold another Public Hearing to make a determination on formally adopting the ordinance.

*Public Hearings and Notices are regulated under TMC 14.06.070 and the Open Public Meetings Act (RCW 42.30.060).

Stakeholder Meetings

Stakeholder meetings will be held on **March 13, 2023**, and **April 3, 2023**. These meetings are meant to encourage community involvement and input from a variety of stakeholders, including those who have a stake in the conservation, forestry, construction, economic development, and local tribes.

This list incorporates a general list of known stakeholders and their organizations.

Black Hills Audubon Society

- Anne Van Sweringen
- Kim Adelson
- Samuel Merrill
- Sue Danver

Chehalis Tribe

- Amy Loudermilk
- Colleen Parrot

City of Olympia – Urban Forester

- Michelle Bentley

City of Tumwater

- Community Development
- Parks and Recreation
- Planning Commission
- Transportation & Engineering
- Tree Board
- Water Resources and Sustainability

Community Members

- Eric Campbell
- Gay Gorden
- Jorjana Pedersen
- Laurie Schaetzel-Hill
- Nancy Partlow

Intercity Transit

- Rob Fontaine

Kaufman Construction and Development

- John Kaufman

LOTT Cleanwater Alliance

- Lisa Dennis-Perez

Nisqually Tribe

- Annette Bullchild
- David Trout
- George Walter
- Joe Cushman
- Justine Capra

Olympia Master Builders

- Jessie Simmons

Port Blakely

- Court Stanley

Port of Olympia

- Lisa Parks

Puget Sound Energy

- Amy Tousley

Restoring the Earth Connection

- Lynn Fitz-Hugh

South Sound Urban Forestry

- Kevin McFarland

Squaxin Island Tribe

- Shaun Dinubilo

Thurston Chamber of Commerce

- David Schaffert

Thurston Climate Action Team (TCAT)

- Melinda Hughes

Thurston County Conservation District

- Sarah Moorehead

Thurston Thrives – Environment & Climate Action

- Chris Hawkins

Thurston Economic Development Council

- Michael Cade

Together!

- Meghan Sullivan

Tumwater Chamber of Commerce

- David Schaffert

Tumwater School District

- Mel Murray

Vine Street Investors

- Glenn Wells

Washington National Wildlife Federation

- Courtney Sullivan

Washington State Nursey & Landscape Assoc.

- Breanne Chavez

Washington Native Plant Society – South Sound

- Deb Naslund

WSU – Thurston County Extension Office

- Stephen Bramwell