



**TREE BOARD
MEETING AGENDA**

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

**Monday, August 08, 2022
7:00 PM**

1. Call to Order
2. Roll Call
3. Changes to Agenda
4. Approval of Minutes
 - [a.](#) Meeting Minutes May 9, 2022
 - [b.](#) Meeting Minutes July 11, 2022
5. Tree Board Member Reports
6. Manager's Report
7. Public Comment
- [8.](#) Discussion – Heritage Tree Nomination
9. Next Meeting Date - 09/12/2022
10. Adjourn

Meeting Information

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

Watch Online

https://us02web.zoom.us/webinar/register/WN_eFgS0ltLTOKajGA88NBGHw

Listen by Telephone

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 874 43234340 and Passcode 717426.

Public Comment

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

https://us02web.zoom.us/webinar/register/WN_eFgS0ltLTOKajGA88NBGHw

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:

AJonesWood@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/Board Members and will not be read individually into the record of the meeting.

If you have any questions, please contact Sustainability Coordinator Alyssa Jones Wood at (360) 754-4140 or AJonesWood@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 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 Community Development Department at (360) 754-4180.

**TUMWATER TREE BOARD MEETING
MINUTES OF VIRTUAL MEETING
May 9, 2022 Page 1**

CONVENE: 7:00 p.m.

PRESENT: Chair Trent Grantham and Commissioners Brent Chapman, Joel Hecker, Michael Jackson, and Tanya Nozawa.

Excused absence: Commissioners Dennis Olson and Jim Sedore.

Staff: Planning Manager Brad Medrud and Sustainability Coordinator Alyssa Jones-Wood.

Others: Mayor Debbie Sullivan.

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

**APPROVAL OF
MINUTES:
TUMWATER TREE
BOARD MEETING
MINUTES APRIL 11,
2022:**

MOTION: Commissioner Chapman moved, seconded by Commissioner Jackson, to approve the minutes of April 11, 2022 as published. A voice vote unanimously approved the motion.

**TREE BOARD
MEMBER REPORTS:** There were no reports.

**MANAGER'S
REPORT:** Manager Medrud acknowledged the attendance of Alyssa Jones-Wood, the City's new Sustainability Coordinator.

Coordinator Jones-Wood said she joined the City last week and is tasked with implementing the City's Climate Action Plan, providing support to the Tree Board to implement actions within the Urban Forestry Management Plan, and working with the City's Green Team on different environmental initiatives. She is from south Florida and is learning about the different tree species in the state as the state has more diversity of trees than in Florida. She looks forward to working with the Board. She has a master's degree in geoscience with a focus on human environment and sustainability. Her master's work focused on cultural ecosystem services of salt marsh ecosystems along the Eastern Seaboard in Massachusetts, Virginia, and Georgia.

Chair Grantham welcomed Coordinator Jones-Wood to the City. Commissioners provided self-introduction and shared information on their respective professional background.

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PUBLIC COMMENT: There were no public comments.

**MAYOR'S MEETING
WITH THE TREE
BOARD:**

Mayor Sullivan said her goal as the City's new Mayor is beginning with an introduction to boards and commissions and establishing connections between boards and commissions and external entities. She was born in Montana and raised on a horse ranch. In 1986, she moved from Montana joining 20% of Montana's population leaving the state to assume a position as a real estate appraiser in Bellingham, Washington. She eventually moved to the Phoenix area in the late 1980s working as a property tax support specialist for an international leasing company. After deciding the desert was not to her liking, she returned to Washington. She has lived in Tumwater since 1996. She has been a business owner, was employed by one of the largest corporations in the world; Intel Corporation, and worked in state government in several positions for 10 years. She recently retired from the state after deciding to run for Mayor. She is serving as the first woman Mayor for the City of Tumwater. She also served 10 years on the Planning Commission and eight years on the Council. She wants to ensure that all members are aware of her open door policy. The City has amazing employees and she is appreciative of board and commission members who work with the City.

Mayor Sullivan explained her goals to ensure good connections with boards and commissions. After serving on the Planning Commission she understands how important the Commission's work is to the City and the Council. Often there is some overlap between the Tree Board and the Planning Commission. It is important to schedule joint meetings. She is not planning to combine boards and commissions because of the volume and specialization of the work completed by each body. She commented on recent efforts to increase joint meetings with local tribal councils, as well as with the Port of Olympia Commission. Following the unfortunate disconnect with the Panattoni/Port proposal, it became apparent that it was important to establish better relationships and communications.

Chair Grantham cited several areas of interest to former Mayor Pete Kmet and asked Mayor Sullivan to share information on issues of importance she plans to achieve during her first term. Mayor Sullivan referred to Mayor Kmet's interest in parks and trails. It is important for her to ensure the City provides those amenities for the health of the community. Flooding experienced by the City earlier in the year caused much damage on the golf course and at Pioneer Park. One of her goals is ensuring actions by the City benefit those areas. She plans to focus on observing and learning during her first year. For example, the City has been removing street trees that have been creating problems with sidewalk displacement and utility conflicts. The City initially received many calls from the community when some of the trees were removed along Capitol

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Boulevard. She is hopeful community members understand that prior practices may not be beneficial in the long term.

**2022 ARBOR DAY
EVENT:**

Chair Grantham recapped the results of the recent Arbor Day celebration. This year, the weather cooperated and many volunteers participated. The event included planting a tree at Tumwater Historical Park. The schools participated in the planting event by staging a contest. This year, Arbor Day was celebrated in conjunction with the City's Earth Day event affording an opportunity to speak with Councilmembers and staff from the Parks and Recreation Department in an environment that speaks to the importance of trees and the environment.

Manager Medrud reported of the 100 tree seedling, 92 seedlings were distributed to community members, as well as 26 activity bags. The remaining trees will be planted around the City by the Parks and Recreation Department. Dogwood and crabapple trees were the most popular. He noted that the Tree Board's primary mission is education and outreach on urban forestry in support of the Urban Forestry Management Plan. The Arbor Day activities offered an opportunity for the Board to reach out to the community. Staff continues to explore other options for educational outreach by the Board during the year. He asked Commissioners for ideas on other activities to consider for public outreach and education to increase interaction between the Board and the community.

Commissioner Chapman commented that outreach to schools is often difficult because of the structured curriculum imposed by schools. He suggested exploring ways to coordinate with environmental science or science curriculum in the schools to offer training on the benefits of trees in the urban environment with some tree plantings with students on school campuses.

Manager Medrud added that some of the science educators at the high schools pursue some specialties of interest, such as aeronautics in the classroom. He suggested exploring ways to become more involved without being part of the official curriculum but as another important element of the environment students should learn about.

Chair Grantham suggested that with the addition of staff, the Board might have a better opportunity to reach out and engage with local schools. Black Lake Hills High School sponsors a greenhouse and hosts a number of plant activities, such as a plant giveaway on Mother's Day. The Tumwater FRESH Farm might be another opportunity to coordinate a possible presentation or demonstrations on proper ways to plant trees.

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Mayor Sullivan offered that the New Market Vocational Skills Center might have a program through its agriculture department, which might provide another opportunity.

Manager Medrud said Tumwater High School also has a horticulture program.

Chair Grantham offered that the Board could consider sponsoring an activity during Tumwater Farmer's Market throughout the summer or during the 4th of July festivities and the Artisan Brewfest. Manager Medrud noted that staff participated in the Farmer's Market during the development of the Urban Forestry Management Plan by exhibiting and distributing survey information.

Manager Medrud reported the Communications Department reported the Arbor Day event generated positive feedback from the community on social media in response to the City's posting of pictures of the tree planting and the event.

Manager Medrud invited Commissioner to submit ideas or suggestions for next year's Arbor Day event.

Commissioner Chapman referred to previous discussions for scheduling a field trip during the summer. Manager Medrud reported the City has drafted a new Heritage Tree application for future review by the Board, as well as developing a scope of work for the consultant for tree protection ordinance amendments. The public process for updating tree protection regulations would likely begin in July through September and could coincide with a field trip.

Commissioner Chapman recommended considering not only the paper application but also cross-walking the design with the field environment.

Chair Grantham inquired as to whether public outreach would be in-person or a virtual meeting format. Manager Medrud said action by the City is dependent on the Governor's order that likely will result in some changes in the format of City meetings. After the information is received, the Board could begin discussing the possibility of more in-person events.

In response to questions about coordinating activities with parks and recreation events, Manager Medrud offered to follow up to determine which programs and activities would be offered through the Parks and Recreation Department this year for possible coordination with the Tree Board.

**NEXT MEETING
DATE:**

The next meeting is scheduled on June 13, 2022. Tentative agenda items include discussions on trees preservation regulations and the development

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review case study. Dependent upon whether staff has sufficient time to prepare for the briefings, the Board may want to consider deferring the items to the July meeting to include the review of the Heritage Tree process. The Board supported canceling the June meeting. The next meeting is scheduled on July 11, 2022.

ADJOURNMENT: **With there being no further business, Chair Grantham adjourned the meeting at 7:37 p.m.**

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

**TUMWATER TREE BOARD MEETING
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CONVENE: 7:02 p.m.

PRESENT: Chair Trent Grantham and Commissioners Brent Chapman, Joel Hecker, Michael Jackson, Dennis Olson, and Jim Sedore.

Excused absence: Commissioner Tanya Nozawa.

Staff: Planning Manager Brad Medrud and Sustainability Coordinator Alyssa Jones Wood.

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

APPROVAL OF MINUTES: Consideration of the May 9, 2022 minutes was deferred to the next meeting.
TUMWATER TREE BOARD MEETING MINUTES MAY 9, 2022:

TREE BOARD MEMBER REPORTS: Commissioner Chapman asked staff to provide an update on the grant received by the City.

MANAGER'S REPORT: Manager Medrud reported the consultant is under contract to assist staff in updating the tree preservation ordinance. The initial meeting is scheduled on July 21, 2022 with future meetings scheduled in August.

Staff is in the process of reviewing a consultant contract for the update of the street tree ordinance.

The City received a \$25,000 grant from the Department of Natural Resources for the Street Tree Plan.

Staff released a Request for Proposal (RFP) for the landscaping ordinance. Some proposers contacted staff with some questions.

Commissioner Chapman asked whether the DNR grant would cover the full scope of work. Manager Medrud said the grant would cover one-third to one-half of the project cost. The tree preservation and landscaping updates are entirely funded by the City with no supporting grants.

PUBLIC COMMENT: There were no public comments.

HERITAGE TREE NOMINATION Sustainability Coordinator Jones Wood reported the City received an application from Kate Thedell nominating a Douglas fir at the end of

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DISCUSSION:

Glenwood Drive near the shore of Trosper Lake as a Heritage Tree for consideration by the Tree Board. Ms. Thedell communicated with a knowledgeable faculty member at The Evergreen State College who suggested that by looking at the bark characteristics, branching patterns, and diameter at breast height (DBH) that the tree is an estimated 400-500 years old. The Board is requested to review the application and forward a recommendation to the City Council.

Commissioner Chapman said he supports the nomination but is hesitant to include the approximate age of the tree within the public record. He suggested that the age of the tree should be professionally assessed prior to including the information in the documentation.

Chair Grantham asked whether the tree is located within the limits of the City. Sustainability Coordinator Jones Wood advised that the location of the tree is in an area recently annexed by the City. Chair Grantham asked whether the tree is within an area that could be encumbered by right-of-way or extension of roads or sidewalks. Staff advised that the tree is located in a neighborhood park. Manager Medrud said the park is located in the Glenwood subdivision located at the south end of Trosper Lake. The park is owned by the homeowners association.

MOTION:

Chair Grantham moved, seconded by Commissioner Sedore, to support the nomination of the Douglas fir tree to the City Council for consideration as a Heritage Tree.

Commissioner Sedore commented that a photograph of the tree and its location should be entered into a database and included as part of the application to provide visual information on the setting, the location of the tree, and the surrounding area. He encouraged inclusion of the information within the application materials forwarded to the Council.

Sustainability Coordinator Jones Wood affirmed staff would visit the site and take photographs of the tree and surrounding area. Chair Grantham recommended including a Google map reflecting its location.

Commissioner Hecker asked whether designation as a heritage tree provides some protection for the tree. Manager Medrud said the designation is a formal process that recognizes the tree as a Heritage Tree, which includes specific protections. If the designation is approved, any future actions affecting the tree must be reviewed and approved by the City Council.

FRIENDLY AMENDMENT:

The makers of the motion accepted the friendly amendment to include a map of the tree location and a photograph of the tree within the application materials forwarded to the City Council.

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MOTION:

A voice vote approved the motion as amended unanimously.

**TREE BOARD
 TRAINING
 PROGRAM –
 DEVELOPMENT
 REVIEW
 DISCUSSION:**

Manager Medrud reported a review of the development review process was prompted by the Tree Board's request to receive information on the City's project development process. The Tree Board is scheduled to review several ordinances affecting project reviews. The intent of the training is to begin with the broader development review process the City is required to follow with a development project proposal presented at a future meeting.

The City's project development review process is based on state laws, City plans, policies, codes, and regulations that have established the following:

- Determining how and where the City will grow and providing areas for new housing and jobs based on the requirements of the Growth Management Act (GMA)
- Separating incompatible land uses
- Providing for essential public facilities
- Supporting affordable housing and other City goals
- Establishing timelines for review and vesting requirements

The City's Comprehensive Plan establishes goals, policies, and actions for land use, transportation, housing, parks, recreation, and the environment, as well as other factors. Those goals and policies in conjunction with City Council Strategic Priorities (updated annually) focus the direction of the Community Development Department's annual work program. Updating Comprehensive Plan goals and policies is limited to a yearly process with the state requiring a major update of the Comprehensive Plan every eight years. The major update of the City's Comprehensive Plan is scheduled to begin in fall 2022 and conclude by June 2025.

The Comprehensive Plan also includes subarea plans and other plans that support the Comprehensive Plan, such as the Brewery District Plan, Capitol Boulevard Corridor Plan, Urban Forestry Management Plan, and the Climate Mitigation Plan as examples. A number of subsidiary plans guide the direction of regulations. Regulations codify and implement the policies for application to all types of projects, large and small. Additionally, the City utilizes a set of guidelines, such as the Tumwater Development Guide containing all construction regulations for building roads and utilities, as well as the Citywide Design Review Guidelines that oversee design requirements and guidelines of projects.

A series of state laws codified within the Growth Management Act determine how and where the City will grow. The state provides a

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forecast on the population the City must plan for in both housing and jobs. The Comprehensive Plan identifies locations to support housing and jobs with regulations ensuring those goals are compatible. The City has also adopted goals to support affordable housing and protection of the environment (Urban Forestry Management Plan).

The state has defined vesting and timelines for project review.

Manager Medrud responded to questions about the state requirement to accommodate growth in the City. The growth forecast is over a 20-year period. The Office of Financial Management and the Department of Commerce assign all counties and cities planning under the GMA a forecast of the population each jurisdiction must accommodate over a 20-year period. If the City fails to plan to accommodate the forecasted population, the City could be exposed to several levels of penalties. One penalty is the state's ability to withhold funds from the City. However, those circumstances are very rare as jurisdictions work closely with the state to resolve issues.

In addition to the development review process, protecting the environment is another goal within the GMA. The City's Climate Mitigation Plan, open spaces, and the Urban Forestry Management Plan all support those requirements. Another requirement is the efficient movement of people and good through the transportation system.

Manager Medrud reviewed a typical process a project undertakes and how public input is factored and influences the development review process. Citizen influence is greatest at the legislative level when the Council establishes, policies, goals, codes, regulations, and guidelines for development. Citizen influence begins to lessen during the City's prescriptive processes, which outlines the public process and how decisions could be altered. At the permitting process level, the ability for the public to influence the outcome is limited within the confines of codes and regulations.

Tumwater established a Development Review Committee comprised of the City's Building Permit Manager, Associate Permit Planner, Community Development Director, Building Official, and development engineering staff serving as the fundamental group to review and process all project applications submitted to the City for all types of development projects. The committee is responsible for ensuring development applications meet the intent and the letter of all codes. The City also has implemented a Consolidated Development Application and Review process to afford a developer an opportunity to submit other development permits, such as a conditional use permit or a planned unit development application concurrently with the development application for one joint review rather than separate reviews. Each project requires a Project

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Permit Application that is specific to the type of project that requires a review by staff, such as application forms, proof of water or sewer service, fees, and specific types of plan sets.

The City's process for submittal of an application is a rigid process and outlined in Title 14 of the Tumwater Municipal Code. The first step is a feasibility review of a project idea to a well-developed set of plans. All preapplication reviews occur with the Development Review Committee with meetings scheduled weekly. The feasibility review serves as an informal discussion about a potential project with no commitments from the City or the applicant. Two formal meetings required as part of the project review process are the preliminary and formal reviews of projects by the Development Review Committee. In each case, specific requirements are reviewed from the applicant as part of the submittal package. The goal is to ensure project applications submitted to the City do not require additional documentation to complete a project review. All preapplication meetings are open to the public and notices of each meeting are published. A public comment period is not afforded during review meetings other than listening to the proceeding and submitting written comments to staff, which are included in the file and considered as part of the application package.

Commissioner Sedore asked whether the application process seeks information from the applicant of possible impacts the project could pose to the City's existing tree canopy. Manager Medrud said the application does not address that issue primarily because each application is different. Staff considers the goal of tree canopy coverage through the application of other codes, such as open space requirements, landscaping requirements, and tree conservation requirements to provide some equilibrium to developers constructing different types of projects in balance with other City goals to preserve tree canopy and ensuring tree canopy coverage goals are achieved over the 20-year horizon. Tree canopy coverage is considered on a Citywide basis rather than at the parcel level.

Commissioner Sedore suggested tree canopy coverage is a standard that presents an opportunity for the City to seek input from the applicant to ensure the developer is aware of the City's goal as well as considering how it might factor when considering the mitigation of specific impacts. Manager Medrud advised that the suggestion is appropriate to consider as part of the update of the tree preservation ordinance and the landscaping ordinance as the City has the ability to ask for more information from the applicant in terms of how the applicant plans to meet a particular requirement. Commissioner Sedore remarked that when he has observed different development sites in the City, he often feels as though he is being "nibbled to death" as each development regardless of size often clearcuts trees on project sites. He noted that at

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one time when the Labor and Industries Building (L&I) was built, someone ensured some trees were preserved on the site. Individual projects are removing trees, which at some point will reduce the City's tree canopy. Manager Medrud agreed a discussion during the update of the tree preservation is warranted because not addressing the issue with the development community will likely mean the practice of removing trees will continue.

Commissioner Chapman cited the new lab constructed behind the L&I Building and whether the project could have been constructed as a two-story building meeting both the needs of the state and preserving trees on the site. It also appears that City development staff grant many exceptions to the City's tree protection code. He is interested as the review moves forward to receive some data on how many tree exceptions the City has granted for development projects as it speaks to identifying who has the control over the tree protection ordinance. Manager Medrud advised that he was not aware of the specific uses within the new lab building and why the state did not pursue a multi-story building given the price of land. In terms of waivers and the system, it is not a good sign of a functioning code if many waivers are necessary to accommodate basic development actions. It is a current issue, as many of the actions that should entail the ability to either approve or deny have required staff to undergo a formal waiver process, which speaks to code being too stringent and not producing the desired results for specific projects. He plans to follow-up with permitting staff to determine if data have been maintained on exceptions and waivers. There is also some flexibility within the tree protection ordinance to make different choices as to whether retaining trees on a site make sense and is worth the economic cost to the developer versus the cost of paying for removal of trees. He cited the importance of preserving stands of trees rather than single trees.

Discussion ensued on prior actions when the Fred Meyer, Costco, and Walmart sites were developed, which preserved large stands of trees. Manager Medrud cited other considerations for projects, such as how the site is conducive for grading, stormwater, and utility infrastructure, which plays a part in how the structure is placed and how many trees can be preserved. However, an effective analysis upfront of existing natural systems and how to preserve those systems for both tree preservation, stormwater and other environmental benefits would be important to include within the tree ordinance update discussion.

Manager Medrud reported the project review process is applicable to both small and large projects with different applications for the size and type of project. Applications can be submitted electronically to the City. Under state law, the City has 28 calendar days from the receipt of an application to determine whether the application package is complete. Following determination of a complete application, the City has 14 days

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to issue a public notice of application, which is typically applied to larger projects. The notice is posted at City Hall, mailed to adjacent property owners located within 300 feet of the boundary of the project site, and published in *The Olympian* newspaper. Following determination of a complete application, the City has 120 days to review all project materials and issue a decision. The City has the ability to seek additional information for clarification, which essentially stops the clock. The timeline is intended to ensure all applications are processed timely and move forward. Prior to issuance of a final decision, the City pursues the SEPA environmental review process. Today, the intent of the SEPA determination is to ensure the project does not create impacts that would rise to a level that is determined to be significant based on state law and City codes. Today, the City rarely encounters projects that have been issued a Determination of Significance because of effective state and City codes and regulations. Issuance of a SEPA determination is mailed to the same group receiving the notice of application. The Notice of Application and the SEPA decision are also posted on the site.

SEPA decisions can be different dependent upon the type of the project. Smaller scale applications for a building permit typically receive an Administrative Decision with staff issuing the decision. If someone appeals the decision, the decision moves to an open record hearing before the Hearing Examiner. Larger projects, such as a subdivision, a conditional use permit, planned unit development, or appeals are referred to the Hearing Examiner for an open record hearing. The Hearing Examiner conducts a public hearing and accepts written comments, exhibits, and recommendations submitted by staff, public testimony, and testimony by the applicant. All the information is part of the official record and considered as part of the Examiner's decision. All appeals of the Examiner's decision are referred to Thurston County Superior Court.

Manager Medrud shared examples of some projects that required a Hearing Examiner process. One project example is the Lake Forest Park project located on Tumwater Hill near Crosby Boulevard and Barnes Boulevard. The first half of the project is currently under review and the rear section is currently under construction. The site is located immediately north of Tumwater Hill Elementary School. The project underwent a series of changes that included a Hearing Examiner process; however, when construction started, the developer sold the project with the new owner electing to develop the site differently and offering townhouse units for sale, which required a subdivision process to create the lots. Another Hearing Examiner process was required even though construction was nearly completed.

Manager Medrud reviewed TMC 14.08.030 depicting a table listing different project types that are subject to a Hearing Examiner process.

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The Notice of Application and SEPA Determination are posted on the department's webpage. The Development Review Committee meeting and agendas are posted on the website. All zoning maps are published on the website. City Hall is now open five days a week. Manager Medrud identified Development and Permit staff members and their respective responsibilities.

Commissioner Chapman asked about the frequency of utilizing the City's contract forester to review development applications. Manager Medrud said the forester is typically involved in special cases that require a higher level of review. Permitting staff review tree plans and the specific requirements that are included in the tree plan. If the information is not clear or the project would impose significant impacts, the contract forester provides assistance to staff.

Manager Medrud said the next step is to provide a review of a project proposal that has completed the development review process.

Commissioner Sedore asked to receive information on the location of the project example to enable the Board to visit and view the site to provide some context during the review. Manager Medrud suggested the discussion could also include the possibility of scheduling a field trip, as it can often be difficult to decipher a two-dimensional plan versus reviewing plans that do not depict topographical challenges well.

Commissioner Chapman asked whether the application for the property west of the I-5 interchange off Tumwater Boulevard could be used as a case study. Manager Medrud advised that although there have been several development review meetings for various proposals for the site no formal application has been submitted to the City.

Commissioner Jackson remarked that over the years, the City worked with developers to consider existing vegetation prior to developing the project, which speaks to the problem that continues to exist today. A development proposal for a five-acre site developed as a subdivision of a specific number of houses is indicative of a developer that has already determined the number of houses to build. Tree retention is a secondary consideration. Following the Mayor's recent presentation to the Board, he contacted the Mayor and suggested she should visit some of the sites developed over the last 20 years. On June 1, 2022 he, Mayor Sullivan, and Sustainability Coordinator Jones Wood spent several hours touring Tumwater and visiting different parcels and some sites experiencing tree issues.

Commissioner Jackson emphasized the importance of involving the forester at the front end of the development process rather than at the end of the process. The ordinance stipulates retaining 12 trees per acre. A

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5% tree tract is not required if the developer retains 12 trees per acre. Too many developers are removing trees, which is an issue the Board will be contending with during the review of the ordinance. He noted one area of concern by the Mayor was the City's unsuccessful attempt to coordinate with the Port of Olympia and Panattoni on the future development of Port properties

**NEXT MEETING
DATE:**

The next meeting is scheduled on August 8, 2022. Review of the development proposal would likely be scheduled during the September meeting.

ADJOURNMENT:

With there being no further business, Chair Grantham adjourned the meeting at 8:29 p.m.

Prepared by Valerie L. Gow, Recording Secretary/President
Puget Sound Meeting Services, psmsoly@earthlink.net

TO: Tree Board
FROM: Alyssa Jones Wood, Sustainability Coordinator
DATE: August 8, 2022
SUBJECT: Discussion – Heritage Tree Nomination

1) Recommended Action:

Discussion item for Tree Board and then recommendation to City Council

2) Background:

After the City Council adopted the Urban Forestry Management Plan on March 2, 2021 by Ordinance No. 2020-004, the Tree Board began a discussion at their April 12, 2021 meeting of the actions that are the Tree Board's primary responsibility in implementing the Plan; among those actions are those that address heritage trees.

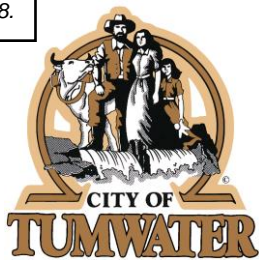
One application has been submitted for consideration by the Tree Board and then a recommendation to the City Council for final action.

3) Alternatives:

☐ Schedule further discussion at the Tree Board's September 12, 2022 meeting

4) Attachments:

- A. Heritage Trees Discussion Memorandum
- B. Heritage Tree Nomination Form
- C. Photo & location of Tree



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

HERITAGE TREES

MEMORANDUM

TREE BOARD DISCUSSION – August 8, 2022

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Background

After the City Council adopted the Urban Forestry Management Plan on March 2, 2021 by Ordinance No. 2020-004, the Tree Board began a discussion at their April 12, 2021 meeting of the actions that are the Tree Board's primary responsibility in implementing the Plan.

At their April 12, 2021 meeting, the Tree Board asked staff to:

- Make sure that the City's designated heritage trees lists and maps are updated and current
- Look at adding memorial trees, such as the September 11, 2001 tree and Arbor Day trees such as those trees south of the library.
- Look into the process for adding signage for the heritage trees

Among the Urban Forestry Management Plan actions to be implemented, two addressed heritage trees:

Action 2.1.J. Designate, register, and promote heritage trees.

Priority	Leads [Primary (P) & Secondary (S)]	Timing	Monitoring Action
#2	Community Development (P) Tree Board (S)	Start in Spring 2023 based on Peninsula Environmental Group work and update every five years thereafter	Track number of trees considered heritage trees on an ongoing basis

Action 8.1.B. Identify tree specimens, including heritage trees, on City property that illustrate proper tree care and discuss in articles on the City website and social media.

Priority	Leads [Primary (P) & Secondary (S)]	Timing	Monitoring Action
#2	Community Development (P) Parks and Recreation (S) Public Works (S) Tree Board (S)	Start in Spring 2023 and evaluate every five years thereafter	Evaluate program as compared to the Goals, Objectives, and Actions of the Plan

Definition and Resources

From the City's Heritage Trees website, heritage trees are:

“Trees that have historical significance, by virtue of age, association to a historical structure, district, person or event, rare or unique species, or significant stand (grove) of trees can be designated as Heritage Trees, and therefore provided with special protections.”

You can find out more about heritage trees on our website here:

<https://www.ci.tumwater.wa.us/departments/community-development/trees/heritage-trees>

And in TMC 16.08.075 *Heritage trees designated* here:

<https://www.codepublishing.com/WA/Tumwater/#!/Tumwater16/Tumwater1608.html#16.08.075>

Appendix 1 contains the definitions section of TMC 16.08 *Protection of Trees and Vegetation* as well as TMC 16.08.075 *Heritage trees designated*.

“Heritage trees” and “historic trees” are defined in TMC 16.08.030 as follows:

M. “Heritage tree(s)” means tree(s) designated by the city and their owners as historical, specimen, rare, or a significant grove of trees.

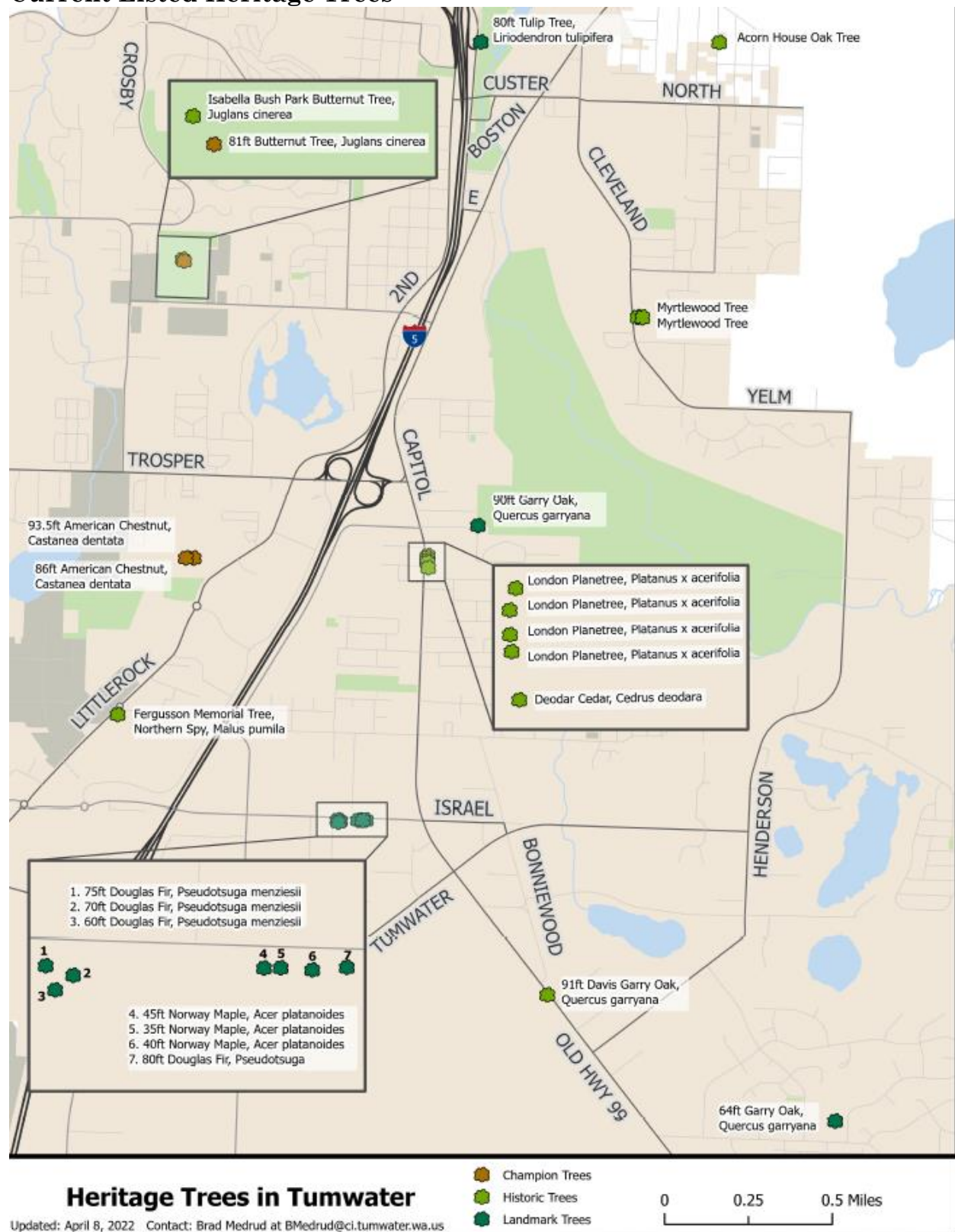
N. “Historic tree” means any tree designated as an historic object in accordance with the provisions of TMC Chapter 2.62.

Section 1.03(A) *The Community and Urban Forest: The Early Years* of the Urban Forestry Management Plan notes that:

*“Over one hundred years ago, the City contained a variety of native tree species. Maple, alder, cedar, ash, hazelnut, hemlock, fir, pine, willow, and Garry oak were predominant. In addition, the early settlers planted orchards for food and planted trees from their homelands for beauty, shade, and historical significance. The Mills and Mills Funeral Home and Memorial Park next to Pioneer Cemetery on Littlerock Road SW have ancient American chestnut (*Castanea dentata*) trees, a relic from the most abundant tree on the eastern coast before the 1900s.”*

Appendix 2 to the staff report contains an e-mail from Edible Forest Gardens discussing heritage trees.

Current Listed Heritage Trees



This map does not include the Heritage Tree that City Council discussed on August 1, 2022.

Heritage Tree Memorandum

Proposed Heritage Tree Nomination

1. Christina Randazzo filed a nomination form for a walnut tree at 420 W D St SW. Christina shared that she estimates that the tree is about 100 years old.

Next Steps

Staff suggests the Tree Board review the materials in the packet and discuss next steps at today's meeting.

Staff Contact

Alyssa Jones Wood, LEED Green Associate, Sustainability Coordinator
City of Tumwater Water Resources & Sustainability Department
360-754-4140
ajoneswood@ci.tumwater.wa.us

Appendix 1 – TMC 16.08 Protection of Trees and Vegetation

[...]

16.08.030 Definitions.

A. “Buildable area” is that portion of a parcel of land wherein a building, parking and other improvements may be located and where construction activity may take place. Buildable area shall not include streams, flood hazard areas, geological hazard areas or wetlands and their buffers as defined in TMC Chapter 18.04. For the purpose of calculating required tree protection open space area, existing and newly dedicated city rights-of-way shall not be included.

B. “City” means the city of Tumwater, Washington.

C. “Code administrator” means the director of the community development department or the director’s designated representative.

D. “Conversion option harvest plan (COHP)” means a voluntary plan developed by the landowner and approved by the Washington State Department of Natural Resources and the city of Tumwater, indicating the limits and types of harvest areas, road locations, and open space. This approved plan, when submitted to the Department of Natural Resources as part of the forest practice application and followed by the landowner, maintains the landowner’s option to convert to a use other than commercial forest product production (releases the landowner from the six-year moratorium on future development).

E. Critical Root Zone or CRZ. Unless determined otherwise by the tree protection professional, the root protection zone for trees means an area contained inside an area on the ground having a radius of one foot for every inch of tree diameter, measured from four and one-half feet above ground level, but in no event shall the root protection zone be less than a six-foot radius.

F. “Drip line” of a tree means an imaginary line on the ground created by the vertical projections of the foliage at its circumference.

G. “Environmentally sensitive area” means any lands with the following characteristics:

1. “Geologically hazardous areas” as defined in TMC Chapter 16.20;
2. Lakes, ponds, stream corridors, and creeks as defined in TMC Chapter 16.32;
3. Identified habitats with which endangered, threatened, or sensitive species have a primary association as defined in TMC Chapter 16.32;

4. Wetlands as defined in TMC Chapter 16.28.

H. “Grading” means excavation, filling, or any combination thereof. Excavation and grading is governed by the International Building Code (IBC).

I. “Greenbelt” means certain designated areas of a project or development that are intended to remain in a natural condition, and/or private permanent open space, or serve as a buffer between properties or developments.

J. “Greenbelt zone” means any area so designated on the official zoning map of the city and subject to the provisions of TMC Chapter 18.30.

K. “Ground cover” means vegetation that is naturally terrestrial excluding noxious or poisonous plants and shall include trees that are less than six inches in diameter measured at four and one-half feet above ground level.

L. “Hazardous tree” means any tree that, due to its health or structural defect, presents a risk to people or property.

M. “Heritage tree(s)” means tree(s) designated by the city and their owners as historical, specimen, rare, or a significant grove of trees.

N. “Historic tree” means any tree designated as an historic object in accordance with the provisions of TMC Chapter 2.62.

O. “Land clearing” or “clearing” means any activity which removes or substantially alters by topping or other methods the vegetative ground cover and/or trees.

P. “Open space” means unoccupied land that is open to the sky and which may or may not contain vegetation and landscaping features, subject to the provisions in TMC 17.04.325 and 17.12.210.

Q. “Parcel” means a tract or plot of land of any size which may or may not be subdivided or improved.

R. “Qualified professional forester” is a professional with academic and field experience that makes them an expert in urban forestry. This may include arborists certified by the International Society of Arboriculture, foresters with a degree in forestry from a Society of American Foresters accredited forestry school, foresters certified by SAF, or urban foresters with a degree in urban forestry. A qualified professional forester must possess the ability to evaluate the health and hazard potential of existing trees, and the ability to prescribe appropriate measures necessary for the preservation of trees during land development. Additionally, the

qualified professional forester shall have the necessary training and experience to use and apply the International Society of Arboriculture's Guide for Plant Appraisal and to successfully provide the necessary expertise relating to management of trees specified in this chapter.

S. "Topping" is the removal of the upper crown of the tree with no consideration of proper cuts as per the current ANSI A300 Standard. Cuts created by topping create unsightly stubs that promote decay within the parent branch and can cause premature mortality of a tree. Topping a tree is considered to be a removal, and may require a tree removal permit.

T. "Tree" means any healthy living woody plant characterized by one or more main stems or trunks and many branches, and having a diameter of six inches or more measured four and one-half feet above ground level. Healthy in the context of this definition shall mean a tree that is rated by a professional with expertise in the field of forestry or arbor culture as fair or better using recognized forestry or arbor cultural practices. If a tree exhibits multiple stems and the split(s) or separation(s) between stems is above grade, then that is considered a single tree. If a tree exhibits multiple stems emerging from grade and there is visible soil separating the stems, then each soil-separated stem is considered an individual tree. Appropriate tree species under six inches may be considered with approval of the city tree protection professional.

U. "Tree plan" is a plan that contains specific information pertaining to the protection, preservation, and planting of trees pursuant to this chapter.

V. "Tree protection open space" is a separate dedicated area of land, specifically set aside for the protection and planting of trees.

W. "Tree protection professional" is a certified professional with academic and field experience that makes him or her a recognized expert in urban tree preservation and management. The tree protection professional shall be either a member of the International Society of Arboriculture or the Society of American Foresters or the Association of Consulting Foresters, and shall have specific experience with urban tree management in the Pacific Northwest. Additionally, the tree protection professional shall have the necessary training and experience to use and apply the International Society of Arboriculture's Guide for Plant Appraisal and to successfully provide the necessary expertise relating to management of trees specified in this chapter.

(Ord. O2013-017, Amended, 08/19/2014; Ord. O2013-025, Amended, 01/07/2014; Ord. O2011-002, Amended, 03/01/2011; Ord. O2006-014, Amended, 04/17/2007; Ord. O2002-012, Amended, 07/16/2002; Ord. O97-029, Amended, 03/17/1998; Ord. O94-029, Amended, 09/20/1994; Ord. 1311, Amended, 04/07/1992; Ord. 1190, Added, 05/16/1989)

[...]

16.08.075 Heritage trees designated.

A. Trees can be nominated for designation by citizens, the Tumwater tree board, or city staff.

1. Application for heritage tree designation must be submitted to the community development department. The application must include a short description of the trees, including address or location, and landowner's name and phone number. The application must be signed by both the landowner and nominator.
2. The tree board reviews the application and makes a recommendation to the city council.
3. All heritage trees will be added to city tree inventory and public works maps.

B. Trees that are designated as heritage trees shall be classified as follows:

1. Historical – A tree which by virtue of its age, its association with or contribution to a historical structure or district, or its association with a noted citizen or historical event.
2. Specimen – Age, size, health, and quality factors combine to qualify the tree as unique among the species in Tumwater and Washington State.
3. Rare – One or very few of a kind, or is unusual in some form of growth or species.
4. Significant Grove – Outstanding rows or groups of trees that impact the city's landscape.

C. The city will provide an evaluation and recommendation for tree health and care and will provide up to one inspection annually upon request of the landowner. The city may, at its discretion, provide a plaque listing the owner's name and/or tree species/location.

D. Heritage Tree Removal.

1. A tree removal permit is required for removal of any heritage tree(s).

Heritage Tree Memorandum

2. The city tree protection professional shall evaluate any heritage trees prior to a decision on the removal permit. Recommendations for care, other than removal, will be considered.

3. Dead or hazardous trees are exempt from a tree removal permit after verification by the city tree protection professional.

E. Heritage Tree Declassification. Any heritage tree may, at any time, be removed from heritage tree status at the request of the landowner after providing two weeks' written notice to the community development department. Unless an agreement can be reached to preserve the tree, the tree will be removed from the heritage tree inventory list and the plaque, if any, will be removed.

(Amended during 2011 reformat; O2006-014, Amended, 04/17/2007; Ord. O2002-012, Amended, 07/16/2002; Ord. O2000-012, Added, 07/18/2000)

Appendix 2 – E-Mail from Edible Forest Gardens

From: Edible Forest Gardens EFG edibleforestgardens@gmail.com

Sent: Sunday, September 20, 2020 10:29 AM

To: Tom Oliva

Cc: edibleforestgardens@gmail.com

Subject: Re: Fruit and nut trees in the Urban Forestry Management Plan

You have some good opportunities with those historic trees in Tumwater.

For example, you could ask Michael Dolan to take students from Bush Middle School to pick up butternuts from under the big tree at the Bush homestead, then plant them in pots, create a nursery site at the school and fence it in, with an automatic watering system for summer, then after a couple of years plant them at the school and around town. If they did it every fall they'd have a continual supply of new trees to plant. Of course that would depend on interest from a teacher and the principal. You could give maybe \$200 from the tree fund to Michael Dolan for teaching them.

You could also ask Michael Dolan to take students to the historic fruit trees in February to take cuttings that the students would keep in a refrigerator until April when Michael would help them graft them onto root stock and put them in pots to let them grow in the nursery. In a couple of years they'd have fruit trees to plant around the community and could keep doing it to have a continual supply to plant. I took cuttings from an old fruit tree along Hwy 99 likely planted by Bush, grafted them and am growing them, like I suggest above. It's a Northern Spy, a tasty heritage apple and a good keeper.

Kirsop Farm is in Tumwater. You could ask them to grow rows of nursery nut trees for you. Last spring my interns planted 3,500 chestnuts in rows at Calliope Farm in Olympia to grow chestnut trees they can plant around the community. They're Evergreen students.

These are just a few ideas of possibilities that could help you reach your goals while educating and engaging the community.

The trees would need to be planted in the "right place" by people who commit to care for them and glean from them responsibly in the fall.

I'll forward the Burnt Ridge story of the Bush butternut (an English walnut) separately.

A new entry to a form/survey has been submitted.

Form Name: Heritage Tree Nomination Form
Date & Time: 07/18/2022 2:30 PM
Response #: 18
Submitter ID: 11264
IP address: 2601:603:4d80:2250:12a2:97fe:9667:ad44
Time to complete: 8 min. , 57 sec.

Survey Details

Page 1

Heritage Tree Nomination Form

Trees that have historical significance, by virtue of age, association to a historical structure, district, person or event, rare or unique species, or significant stand (grove) of trees can be designated as Heritage Trees, and therefore provided with special protections.

Who is submitting this nomination?

(o) Landowner

Nominator contact information.

Nominator Name Christina
email Pickles.cr@gmail.com
Daytime Phone Number (360) 819-9170

What criteria does this tree meet?

(o) Historical: A tree which by virtue of its age, its association with or contribution to a historical structure or district, or its association with a noted resident or historical event.

Please provide an address or location of the tree(s).

420 w d st sw

Please provide as much information about the tree as you can (size, type, age).

The tree from what I have gathered is about 100yrs old. It sits on a homestead property with a house that was build in1894. The tree is a walnut tree and still produces nuts, when squirrels don't get them all... I have attached a picture of the house,date unknown, and you can see the tree in the picture on the right hand side...

The landowner must consent to the nomination prior to consideration. Has the landowner agreed to this nomination?

(o) Yes

Christina Randazzo Heritage Tree Nomination Form

Landowner contact information

Landowner Name Christina Randazzo
email Pickles.cr@gmail.com
Daytime Phone Number (360) 819-9170

If you have a a photo you would like to share, please upload it here.

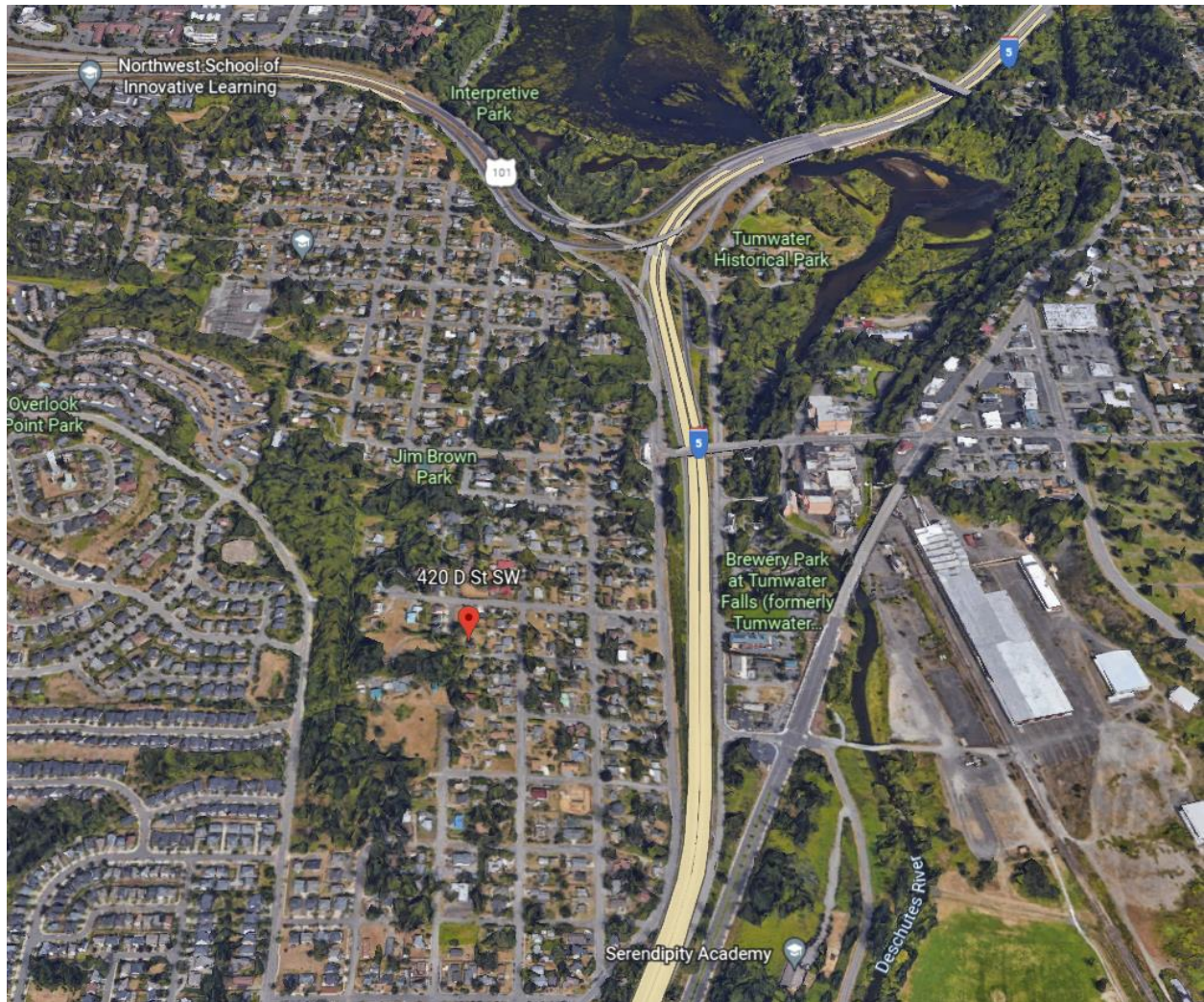
received_1178733385479166.jpeg



Photo taken in 2022



Photo taken in early 1900's, provided by Christina Randazzo



Location of Tree