

**CITY OF DELAWARE
SHADE TREE COMMISSION
MEETING TO BE HELD VIRTUALLY VIA CISCO Webex **
6:30 P.M.**

AGENDA

February 23, 2021

1. ROLL CALL
2. APPROVAL of the Motion Summary for the meeting held November 17, 2020, as recorded and transcribed.
APPROVAL of the Motion Summary for the meeting held December 15, 2020, as recorded and transcribed.
3. PUBLIC COMMENTS
 - **JOIN VIRTUAL MEETING:** To provide live public comment please email emccloskey@delawareohio.net or call 740-203-1013 to sign up by 3 p.m. the date of the meeting. **Name and address are required for public comment.** Comments are limited to 3 minutes.
 - **EMAIL, LETTER, PETITION:** Emails, letters, and petitions received by 3 p.m. the date of the meeting will be presented to the Committee and submitted into the record. These items will not be read aloud during the meeting but will be available on the website following the meeting at the end of the next business day. **Name and address are required.**
 - **FACEBOOK:** Comments received on Facebook will not be presented during the meeting and will be addressed by staff subsequent to the meeting as appropriate.
4. ARBORIST REPORT
5. REVIEW of Draft Urban Forestry Management Plan
6. STAFF COMMENTS
6. MEMBER COMMENTS
7. PLAN REVIEWS
 - A. Communities at Glenross – Section 17 & 19
 - B. Penick Avenue Extension
 - C. Boulder Reserve
8. ADJOURNMENT

** This meeting will be a virtual meeting. Residents are encouraged to view online through the City of Delaware Facebook page. To comply with the CDC recommendation prohibiting group meetings, no in person attendance by Council, staff, or the public will be available.

SHADE TREE COMMISSION
November 17, 2020
MOTION SUMMARY

ITEM 1. Roll Call

Chairwoman Brewster called the virtual meeting to order at 6:30 p.m.

Members Virtually Present: Stan Eddy, Tom Glissman, Dave Carey, Tom Wolber, Becki Wood-Meek, Vice-Chairwoman Susan Wright and Chairwoman Shannon Brewster

Members Absent: Melissa Bargar and Grace Martin

Council Virtually Present: Drew Farrell, City Council Liaison

Staff Virtually Present: Ted Miller, Parks and Natural Resource Director and Casey McCarty, Arborist

Motion to Excuse: Vice-Chairwoman Wright moved to excuse Ms. Bargar and Ms. Martin, seconded by Mr. Carey. Motion approved with an 7-0 vote.

ITEM 2. INTRODUCTIO of New City Arborist, Casey McCarty

ITEM 3. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of June 23, 2020 as recorded and transcribed.

Motion: Vice-Chairwoman Wright moved to approve the Motion Summary for the June 23, 2020 meeting, seconded by Mr. Wolber. Motion approved with an 7-0 vote.

ITEM 4. PUBLIC COMMENTS

Brett Latta
376 North Sandusky Street
Delaware, Ohio

The Clerk read into the record an email sent by Mr. Latta. He questioned if the trees that will be removed along the Delaware Run related to the construction at the United Dairy Farmers site could be replanted in a different area.

Mr. Miller discussed that staff is still awaiting the final development plans and tree plans and survey that will need to be provided. Mr. Miller discussed that staff will look at potential areas for tree replacement.

ITEM 5. STAFF COMMENTS

Mr. McCarty discussed that he has been working on the backlog of customer service requests and pruning. He discussed removing two large trees related to storm damage and have pruned 500 trees to date this month. There are plans to replant 106 trees in the next week.

Mr. Miller discussed having a arborist report provided to the Commission. Mr. Carey also requested a semi-annual report regarding the tree funds.

ITEM 6. MEMBER COMMENTS

Mr. Carey provided to the Commission some pictures and concerns relating to the cherry trees along the median at the US 42/23 – South Sandusky interchange. Mr. McCarty discussed looking at the trees and determining possible fungal and rodent damage.

Mr. Wolber discussed a concern relating to tree branches that are low hanging and that city code requires that no tree branch be lower than 8 feet of a sidewalk. He discussed that with the days shorter, he often gets hit with branches that are hard to see in the dark. Mr. McCarty discussed working with the streets department on sign clearance and training them into correct pruning procedures. He also discussed the need to sanitize equipment in between pruning as to not spread disease. Councilman Farrell discussed using the new City App to make service requests.

ITEM 7. PLAN REVIEWS

- A. Springer Woods – Section 3, Phase 1 & 2 – approved with recommended changes by arborist.

ITEM 8. ADJOURNMENT

Motion: Mr. Wolber moved to adjourn the meeting, seconded by Mr. Carey. The Shade Tree Commission meeting adjourned at 7:11 p.m.

Chairperson

Clerk

SHADE TREE COMMISSION
December 15, 2020
MOTION SUMMARY

ITEM 1. Roll Call

Vice-Chairwoman Wright called the virtual meeting to order at 6:31 p.m.

Members Virtually Present: Stan Eddy, Dave Carey, Tom Wolber, Becki Wood-Meek, Vice-Chairwoman Susan Wright

Members Absent: Melissa Bargar, Tom Glissman, Grace Martin and Chairwoman Shannon Brewster

Council Virtually Present: Drew Farrell, City Council Liaison

Staff Virtually Present: Ted Miller, Parks and Natural Resource Director and Casey McCarty, Arborist

Motion to Excuse: Ms. Wood-Meek moved to excuse Ms. Bargar, Mr. Glissman, Ms. Martin, and Chairwoman Brewster, seconded by Mr. Carey. Motion failed with an 4-0-1 (Andears) vote.

ITEM 2. INTRODUCTION of New Commissioner, Nathan Andears

ITEM 3. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of November 17, 2020 as recorded and transcribed.

Motion: Ms. Wood-Meek moved to approve the Motion Summary for the November 17, 2020 meeting, seconded by Mr. Eddy. Motion failed with an 4-0-1 (Andears) vote.

ITEM 4. PUBLIC COMMENTS

There was no public comment received.

ITEM 5. PLAN REVIEWS

A. Terra Alta – Section 2, Parts 1 & 2

Motion: Mr. Carey motioned to approve the plans as submitted, seconded by Ms. Wood-Meek. Motion approved by a 5-0 vote.

ITEM 6. ADJOURNMENT

Motion: Ms. Wood-Meek moved to adjourn the meeting, seconded by Chairwoman Wright. The Shade Tree Commission meeting adjourned at 6:50 p.m.

Chairperson

Clerk

ARBORIST REPORT

December 2020
MONTHLY SUMMARY

Street Trees		
	City Staff	Contractor
Planting	7	0
Pruning	485	36
Tree Removal	37	4
Stump Removal	4	1
Service Requests	21	0
Other		
Park Trees		
Planting	7	
Arbor day Tree	1	
Pruning	2	
Tree Removal	1	
Stump Removal	4	
Service Requests		
Other		

Plan Review			
Project	Tree Survey	Landscape Plan	Tree Inspection
Springer woods	Reviewed	Submitted	N/A
TERRA ALTA Section 2 part 1&2	Reviewed	Submitted	N/A

City of Delaware Has been named as a Tree City USA for the 39th consecutive year.

ARBORIST REPORT

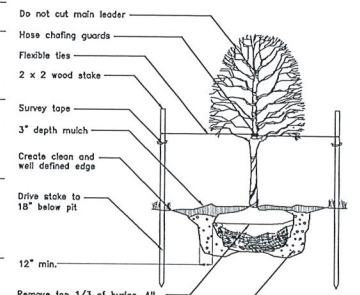
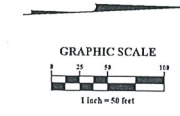
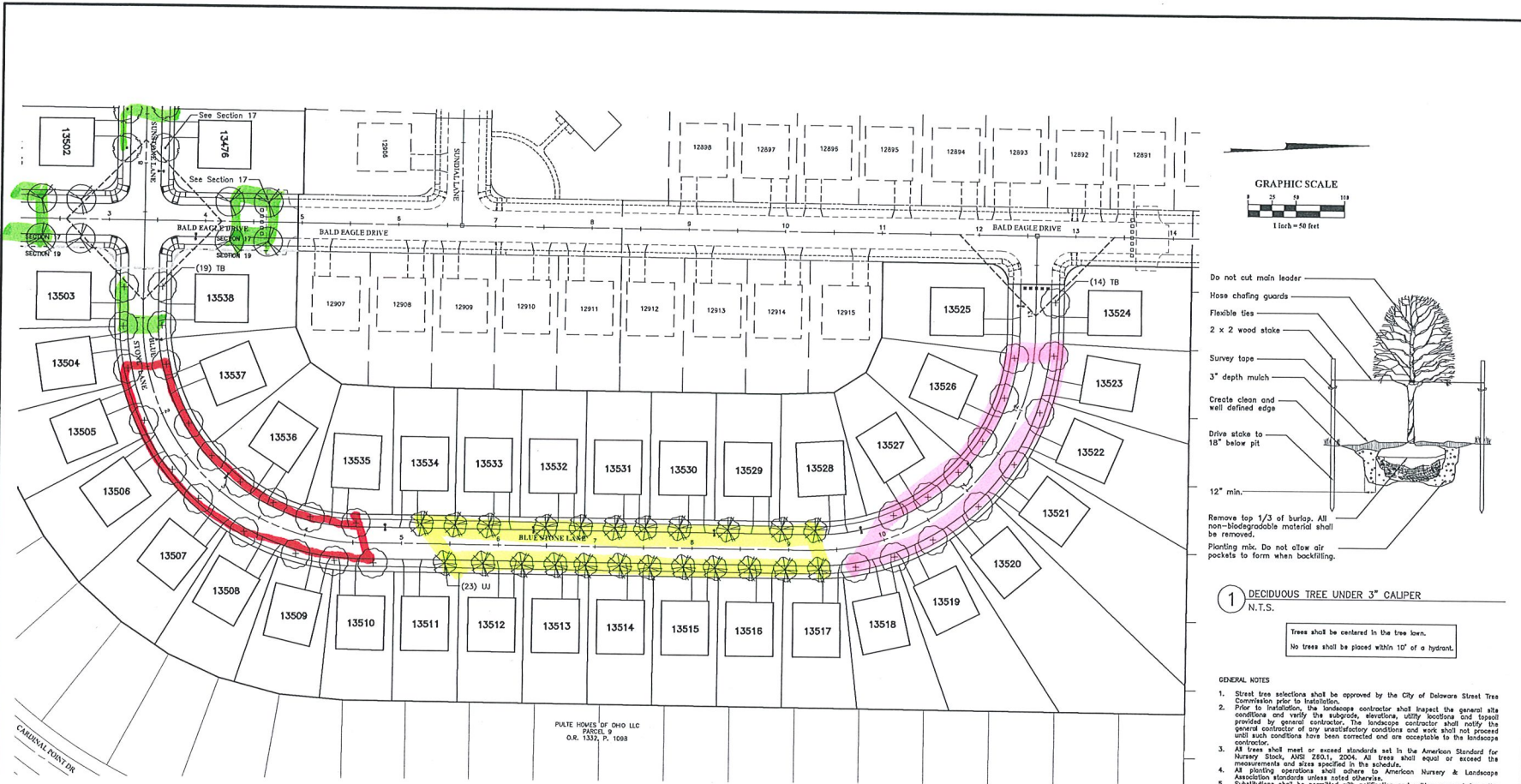
January 2021
MONTHLY SUMMARY

Street Trees		
	City Staff	Contractor
Planting		
Pruning	185	135
Tree Removal	4	
Stump Removal	1	
Service Requests	7	
Other		
Park Trees		
Planting	0	
Pruning	2	
Tree Removal	9	
Stump Removal		
Service Requests		
Other	1	

Plan Review			
Project	Tree Survey	Landscape Plan	Tree Inspection

City of Delaware Has been named as a Tree City USA for the 40th consecutive year.

1:25/1/2021 2:59 PM Last Printed By: D:\Users\Shawn_1/27/2021 2:59 PM (No. 3494)
 C:\Users\Shawn_1\Documents\2019\3 - Street Tree Planting\3 - Street Tree Planting.dwg
 1/27/2021 2:59 PM Last Printed By: D:\Users\Shawn_1/27/2021 2:59 PM (No. 3494)



- 1 DECIDUOUS TREE UNDER 3" CALIPER
N.T.S.
- Trees shall be centered in the tree lawn.
No trees shall be placed within 10' of a hydrant.

- GENERAL NOTES
- Street tree selections shall be approved by the City of Delaware Street Tree Commission prior to installation.
 - Prior to installation, the landscape contractor shall inspect the general site conditions and verify the subsurface, elevation, utility locations and topsoil provided by general contractor. The landscape contractor shall notify the general contractor of any unsatisfactory conditions and work shall not proceed until such conditions have been corrected and are acceptable to the landscape contractor.
 - All trees shall meet or exceed standards set in the American Standard for Nursery Stock, ANSI Z60.1, 2004. All trees shall equal or exceed the measurements and sizes specified in the schedule.
 - All planting operations shall adhere to American Nursery & Landscape Association standards unless noted otherwise.
 - Substitutions shall be permitted with notification and written approval from the Owner & City. Substituted material shall be equivalent or greater in size than the specified plant. Substituted trees shall have the same essential characteristics and growth habit of the specified plant.
 - Confirm location of all utilities and subsurface drain lines prior to plant installation.
 - A pre-installation conference shall be conducted prior to planting operations with Owner & Contractor present.
 - Contractor may slightly field adjust plant locations as necessary to avoid utilities.
 - Contractor shall repair all lawn areas disturbed during construction with seed and water to a healthy seed free lawn prior to project acceptance.
 - Mulch tree pits with shredded hardwood mulch of uniform dark brown color, it shall be free of twigs, leaves, stones, peat or other material unsightly or injurious to trees. Average applied thickness shall be 3" depth.
 - Install all trees in accordance with planting details.
 - Street trees shall have a clear canopy height of 6' min.
 - Trees shall be placed a minimum of 3' from sidewalks and curbs.
 - All trees to be backfilled with prepared planting mix. Prepared planting mix shall be mixed on site and consist of one part topsoil, one part soil amendment, one part soil from excavation, topsoil, ASTM 100/20, pH range of 5.5 to 7, min. 4 percent organic material, free of stones 1/2 inch and larger, soil amendment. Source approved yard waste compost from an Ohio EPA approved compost facility.
 - All trees to be fertilized with a commercial grade fertilizer tablets consisting of fast and slow release nitrogen.
 - Contractor to determine plant fat quantities from the plan. Graphic representation on plan supersedes in case of discrepancy with quantities on schedule.
 - Any lawn or areas damaged during construction shall be repaired or replaced to its original condition at the contractor expense.
 - Contractor shall thoroughly water all trees at time of installation and as needed until project acceptance by Owner. Contractor shall guarantee all trees installed for one full year from date of acceptance by the Owner. All trees shall be alive and at a vigorous rate of growth at the end of the guarantee period.

PLANT SCHEDULE SECTION 19

ISEES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONDITION
15	TB	33	Tilia americana 'Boulevard'	Boulevard Linden	2" Cal. B&B	
23	LU	23	Ulmus americana 'Jefferson'	American Elm	2" Cal. B&B	

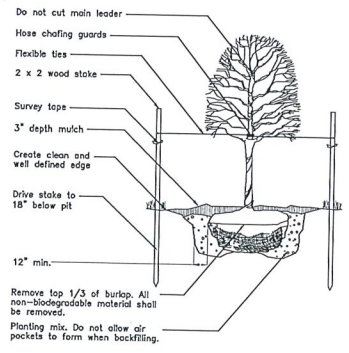
13 Ginkgo Biloba 2" Band B
6 Regal Prince Oak 2" Band B

CITY OF DELAWARE, DELAWARE COUNTY, OHIO
 FINAL DEVELOPMENT PLAN
 COMMUNITIES AT GLENROSS
 SECTION 17 & 19
 STREET TREE PLAN

PulteGroup

DATE: February 1, 2021
 SCALE: 1" = 50'
 JOB NO.: 20196748
 SHEET: 9/10

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1 DECIDUOUS TREE UNDER 3" CALIPER N.T.S.

Trees shall be centered in the tree lawn.
No trees shall be placed within 10' of a hydrant.

GENERAL NOTES

1. Street tree selections shall be approved by the City of Delaware Street Tree Commission prior to installation.
2. Prior to installation, the landscape contractor shall inspect the general site conditions and verify the subgrade, elevations, utility locations and topography provided by general contractor. The landscape contractor shall notify the general contractor of any unsatisfactory conditions and work shall not proceed until such conditions have been corrected and are acceptable to the landscape contractor.
3. All trees shall meet or exceed standards set in the American Standard for Nursery Stock, ANSI Z60.1, 2004. All trees shall equal or exceed the measurements and sizes specified in the schedule.
4. All planting operations shall adhere to American Nursery & Landscape Association standards unless noted otherwise.
5. Substitutions shall be permitted with notification and written approval from the Owner & City. Substituted material shall be equal or greater in size than the specified plant. Substituted trees shall have the same essential characteristics and growth habit of the specified plant.
6. Confirm location of all utilities and subsurface drain lines prior to plant installation.
7. A pre-installation conference shall be conducted prior to planting operations with Owner & Contractor present.
8. Contractor may slightly field adjust plant locations as necessary to avoid utilities.
9. Contractor shall repair all lawn areas disturbed during construction with seed and nutrient or healthy weed free lawn prior to project acceptance.
10. Mound tree rings with shredded hardwood mulch of uniform dark brown color. It shall be free of肥料, leaves, disease, pest or other material unweighty or injurious to trees. Anemone applied thickness shall be 3" depth.
11. Install all trees in accordance with planting details.
12. Street trees shall have a clear canopy height of 6' min.
13. Tree shall be placed a minimum of 3' from sidewalks and curbs.
14. All trees to be installed with prepared planting mix. Prepared planting mix amendment, one part soil and consist of one part topsoil, one part soil, 2.5 to 7.5 mix of percent organic material, tree of stone 1 inch and larger, 10% slow release fertilizer, 10% percent organic material, tree of stone 1 inch and larger, 10% slow release fertilizer.
15. All trees to be fertilized with a commercial grade fertilizer tablets consisting of fast and slow release nitrogen.
16. Contractor to determine plant list quantities from the plan. Graphical representation on plan supercedes in case of discrepancy with quantities on schedule.
17. Any trees or areas damaged during construction shall be repaired or replaced to its original condition of the contractor expense.
18. Contractor shall thoroughly water all trees at time of installation and as indicated for one full year from date of acceptance by the Owner. All trees shall be alive and at a vigorous rate of growth at the end of the guarantee period.

PLANT SCHEDULE SECTION 17

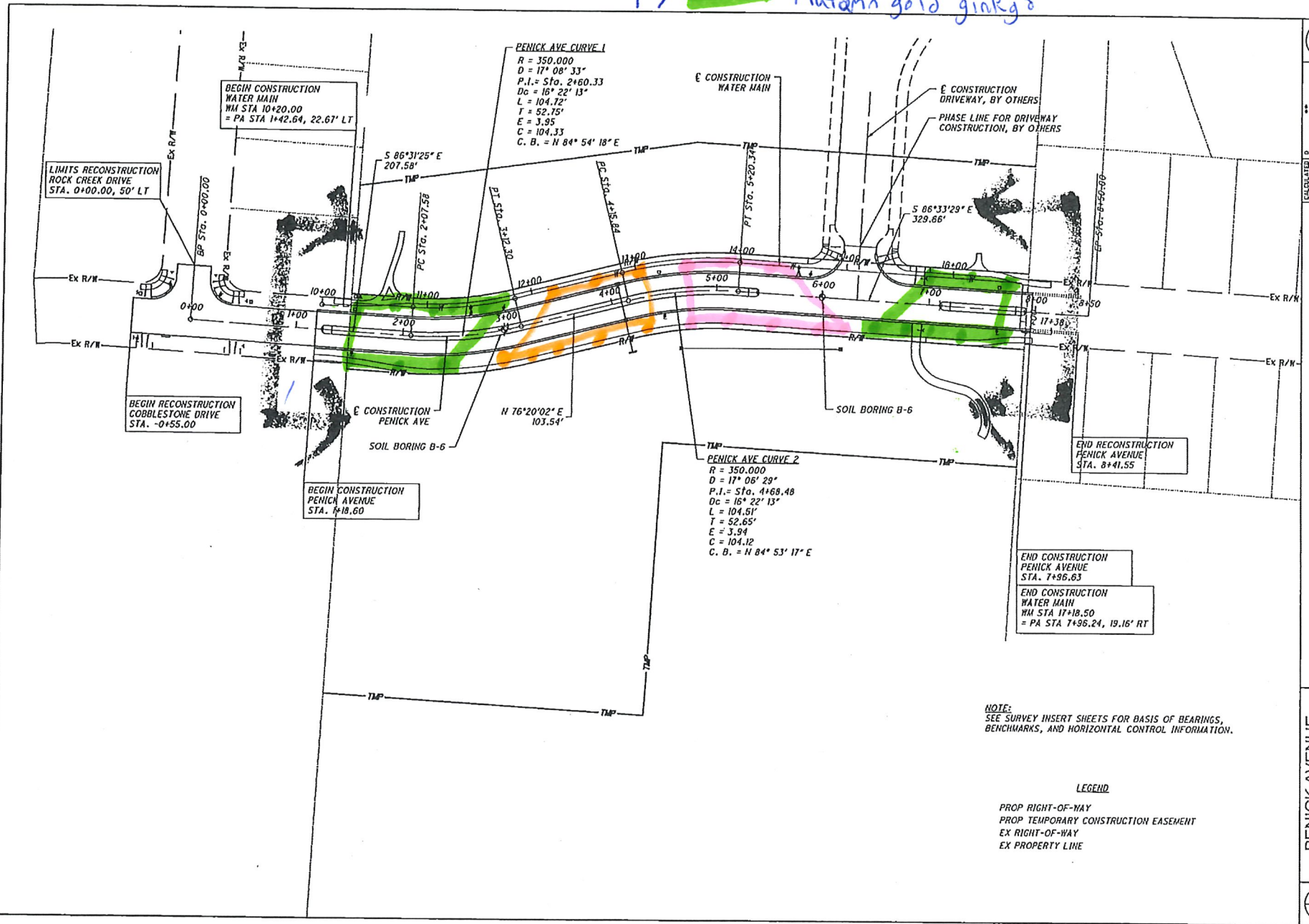
TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONDITION
AF	33	Acer tremuloides	'Sanna Glen'	Sanna Glen Maple	2" Cal. B&B	
NW	10	Nyssa sylvatica	'Wildfire'	Black Gum	2" Cal. B&B	
OS	10	Quercus rubra	Red Oak	Red Oak	2" Cal. B&B	

14 Ginkgo Biloba 2" Band B
8 Royal Prince Oak 2" Band B

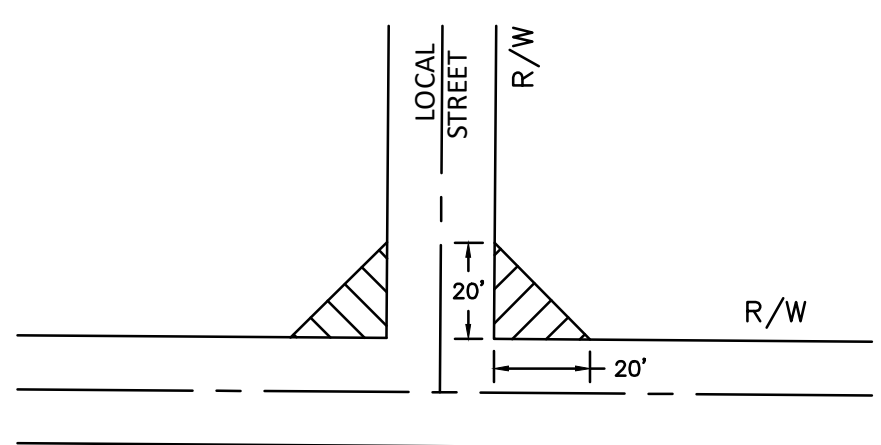
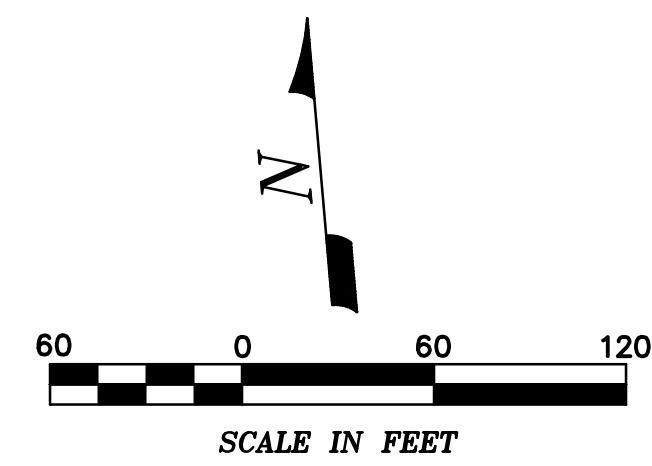
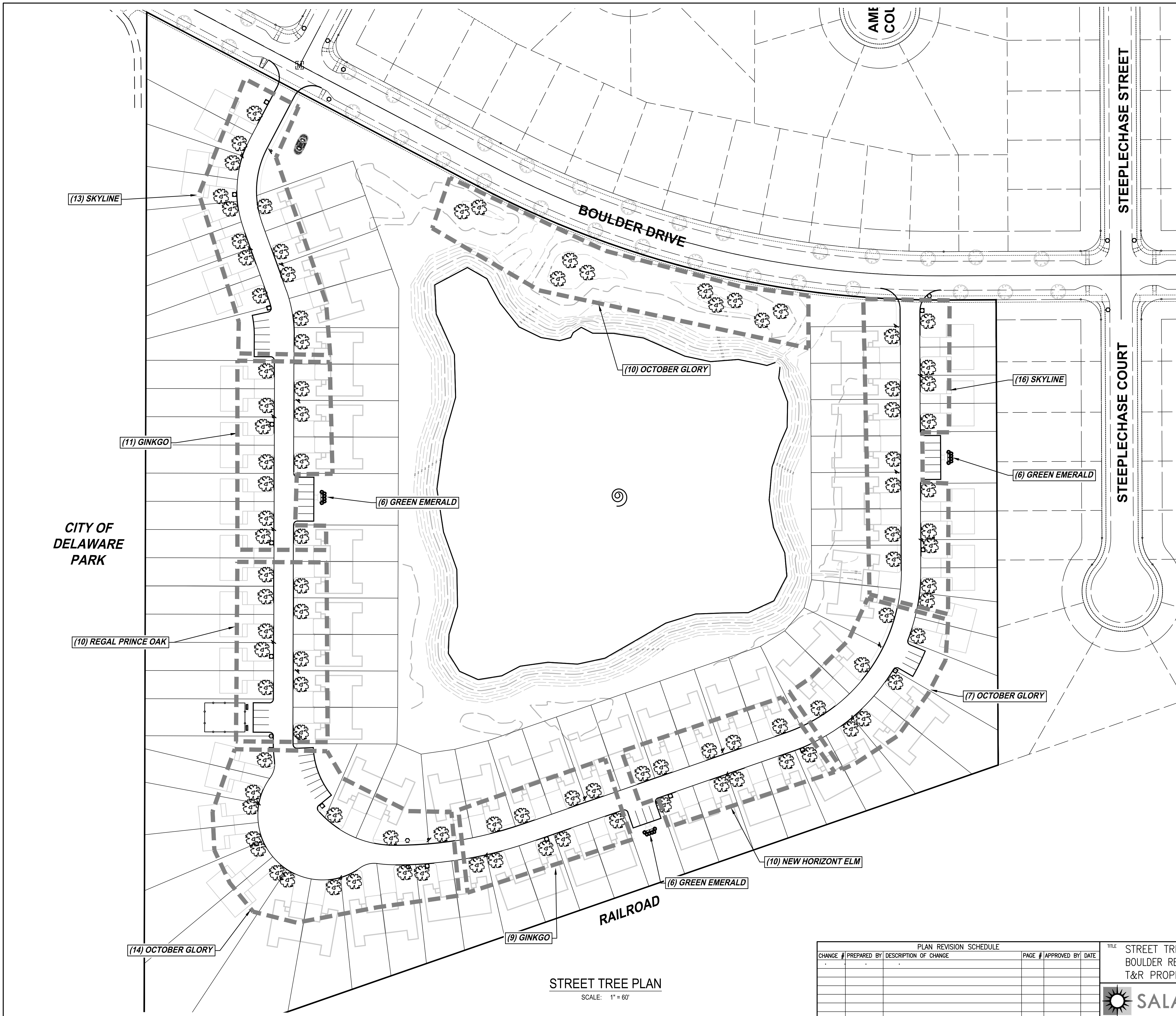
REVISIONS
DATE: February 1, 2021
SCALE: 1" = 50'
SHEET: 8/10
PROJECT: COMMUNITIES AT GLENROSS SECTION 17 & 19 STREET TREE PLAN
DRAWN BY: 20190746
DESIGNED BY:
CHECKED BY:
DATE: 1/27/2021
SCALE: 1/8" = 1'-0"

- 8 New horizon elms
- 8 Black gum / sylvatica
- 17 Autumn gold ginkgo

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HORIZONTAL SCALE IN FEET									
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SCHEMATIC PLAN									
PENICK AVENUE EXTENSION									
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SIGHT DISTANCE TRIANGLE
NOT TO SCALE

NOTES: NO STREET TREES ARE TO BE PLANTED IN THE SIGHT TRIANGLE PER CITY OF DELAWARE ZONING CODE SECTION 1149.06.
NO STREET TREES ARE TO BE PLANTED WITHIN 10' OF FIRE HYDRANTS.
STREET TREES ARE TO BE PLANTED PER RDWD-19.3, RDWD-33.1 AND RDWD-33.2.

LEGEND		
	PROPOSED DECIDUOUS STREET TREE (1-3/4" MIN CALIPER AT TIME OF PLANTING)	
	LATIN NAME	COMMON NAME
	ACER. RUBRUM	'OCTOBER GLORY'
	GLIDENTSIA T.	'SKYLINE'
	GINKGO BILOBA	'GINKGO'
	ULMUS	'NEW HORIZON ELM'
	QUERCUS X WAREI	'REGAL PRINCE OAK'
	QUANTITY	
		31
		29
		20
		10
		10
	PROPOSED EVERGREEN TREE (1-3/4" MIN CALIPER AT TIME OF PLANTING)	
	ARBORVITAE T.	'GREEN EMERALD'
	EXISTING DECIDUOUS STREET TREE	

- GENERAL NOTES:**
- ALL NURSERY STOCK SHALL ADHERE TO THE AMERICAN ASSOCIATION OF NURSERYMAN STANDARDS-ANSI Z60.1.
 - CONFIRM LOCATIONS OF ALL UTILITIES AND SUBSURFACE DRAIN LINES PRIOR TO TREE INSTALLATION.
 - TREE LOCATIONS SHALL BE LOCATED BY CONTRACTOR AND APPROVED BY THE SHADE TREE COMMISSION PRIOR TO INSTALLATION.
 - CONTRACTOR SHALL SEED OR SOD ALL AREAS DISTURBED DURING CONSTRUCTION.
 - CONTRACTOR SHALL THOROUGHLY WATER ALL LANDSCAPE PLANT MATERIAL AND MULCHED AREA AT TIME OF PLANTING THROUGH THE PERIOD OF ADJUSTMENT.
 - CONTRACTOR TO SLIGHTLY ADJUST TREE LOCATIONS AS NECESSARY TO AVOID UTILITIES.
 - TREES SHALL BE SELECTED FROM REGIONAL NURSERY GROWERS.

- STREET TREES:**
STREET TREES ARE TO BE PLANTED IN ACCORDANCE OF CITY OF DELAWARE ZONING CODE CHAPTER 1166.
- TREES SHALL BE LIMITED TO SPECIES CHARACTERIZED AS HARDY, LONG-LIVED SHADE TREES, AS DEFINED BY THE SHADE TREE COMMISSION.
 - ONE STREET TREE SHALL BE PROVIDED FOR EVERY RESIDENTIAL LOT.
 - EACH STREET TREE AT THE TIME OF INSTALLATION SHALL HAVE A MINIMUM CALIPER OF 1.75 INCHES AND A CLEAR TRUNK HEIGHT OF AT LEAST SIX (6) FEET. (ORD 02-54 PASSED JUNE 10, 2002).
 - TREES SHALL BE PLANTED AN ADEQUATE DISTANCE FROM INTERSECTIONS SO THAT AT FULL MATURITY SUCH PLANTING SHALL COMPLY WITH SECTION 1149.06 TO ENSURE THE UNOBSTRUCTED VISIBILITY OF MOTORISTS AND PEDESTRIANS.

STREET TREE PLAN
SCALE: 1" = 60'

PLAN REVISION SCHEDULE			
CHANGE #	PREPARED BY	DESCRIPTION OF CHANGE	DATE

TITLE	STREET TREE PLAN BOULDER RESERVE STREET, STORM AND WATER IMPROVEMENTS T&R PROPERTIES	DRAWN	FGS	CHECKED	MES	APPROVED	-	SCALE	1" = 60'
	CITY OF DELAWARE, OHIO	CONTRACT NO.	2020-03566-00		DATE				
		DRAWING NO.	STR-016		REVISION				

CITY OF DELAWARE PARK

AME COL

STEEPLECHASE STREET

STEEPLECHASE COURT

BOULDER DRIVE

RAILROAD