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UFC Calendar 2024

Recruit new participants													
Participate in training sessions if new Commissioner													
Heritage Tree Program (TBD)													
Review nominations and set hearing													
Schedule site visit													
Participate in Hearing													
Presentation to City Council													
Meeting with Planning Commission													
Meeting with Parks Commission													
Presentations to Groups													
Identify new partners within													
Staff UF display booth at public events													
Track volunteer participation													
Participate Sub Committees/Special Projects													
Attend UFC Dinner													
Special Guests													
Heather Day-Melgar Climate													
Special Projects													
Urban Forestry Management Plan													
Implementation													
Review Code updates													
Workshop with Council?													
Task	January	February	March	April	May	June	July	August	September	October	November	December	

**CITY OF VANCOUVER
URBAN FORESTRY COMMISSION
2024 Meeting Schedule**

**Third Wednesday of each month, 6 p.m.
City Hall
415 W 6th ST**

January 17

July 17

February 21

August 21

March 20

September 18

April 17

October 16

May 15

November 20

June TBD

20.770.120 HERITAGE TREES

A. Heritage Tree Inventory

1. The City shall develop an inventory of Heritage Trees that shall satisfy the criteria of this of section. The initial inventory shall be the responsibility of the Urban Forestry Commission as established under VMC 12.02 and shall be updated annually by the Commission. The City Council, Planning Commission, Urban Forestry Commission, Neighborhood Association, a property owner, or any person may recommend to the City that a tree be designated a Heritage Tree.
2. The Heritage Tree designation may be applied to a tree or grove of trees.
3. The Urban Forestry Commission shall hold at least one public hearing on the proposed designations. The City shall notify each property owner by certified or registered mail when a tree on the owner's property has been proposed for designation to the Heritage Tree Inventory. The notice and a response form shall be mailed at least 30 calendar days prior to the public hearing. If the owner of the property objects to such designation in writing to the Urban Forestry Commission prior to the public hearing or at the public hearing, the designation procedure shall not proceed.
4. After the Commission completes its hearing, it shall establish a list of Heritage Trees based on the criteria found in this section. Decisions of the Urban Forestry Commission may be appealed to the Hearings Examiner/City Council by any aggrieved party.

B. Criteria

For any individual tree or grove of trees to be listed as a Heritage Tree(s), it must be in an apparently *healthy growing condition* and *one or more* of the following exist:

1. The tree has a diameter (at breast height) of 36 inches or greater;
2. The tree has a distinctive size, shape, or location, or is of a distinctive species or age which warrants a Heritage Tree status;
3. The tree possesses exceptional beauty which warrants a Heritage Tree status;
4. The tree is distinctive due to a functional or aesthetic relationship to a natural resource, such as trees located along stream banks or trees located along ridge lines; OR
5. The tree has a documented association with a historical figure, property, or significant historical event.

A grove may be considered for Heritage Grove Status if it is apparently in a healthy growing condition and one or more of the following criteria:

1. The grove is relatively mature and is of a rare or unusual nature containing trees that are distinctive either due to size, shape, species or age;
2. The grove is distinctive due to a functional or aesthetic relationship to a natural resource, such as trees located along stream banks, or trees located along ridge lines; OR
3. The grove has documented association with a historical figure, property, or significant historical event.

C. Heritage Trees Development Review

When development is proposed for property which contains a Heritage Tree, and the Director determines that the proposed development may affect a Heritage Tree, the property owner must have a tree preservation plan prepared by a qualified professional demonstrating how the Heritage Tree will be protected and preserved. A Heritage Tree shall be preserved unless the Urban Forestry Commission determines that the tree may be removed based on the removal criteria for Heritage tree in following section.

A tree preservation plan shall be composed of the following:

- a.** A site plan indicating the location of Heritage Trees.
- b.** The methods to be used to preserve the Heritage Trees.
- c.** If a Heritage Tree is proposed for removal, a narrative statement outlining the reasons why the Heritage Tree should be removed.
- d.** A mitigation plan indicating the replacement trees or additional new trees to be placed on the site. The mitigation plan should demonstrate, to the extent possible, that the character of the site will not substantially change as the result of development.

Site design adjustments may be allowed in some cases, as follows:

- a.** The Director may grant a variance to front, side, and/or rear yard setback standards by up to 20 percent to retain a Heritage Tree(s). The adjustment shall be the minimum necessary to accomplish preservation of trees on site and shall not conflict with the Uniform Building Code or other adopted ordinances or conditions placed on the property.
- b.** The Director may grant a 10 percent variance to the lot size and/or a ten percent variance to the lot width and/or lot depth standards in approving a short plat or other land division if necessary to retain Heritage Trees. The Director may accept a preliminary plat application and recommend approval to the hearing body of a plat which provides for similar variance to lot size, width and depth standards if necessary to retain Heritage Trees.

D. Removal of a Heritage Tree.

Except for the provisions in Section 20.770.030, no person may cut or remove a Heritage Tree without obtaining approval from the Urban Forestry Commission. The tree removal permit shall be approved if one of the criteria is satisfied:

- a.** Retention of the tree would make reasonable use of the property allowed under the current zoning impractical or impossible in that the development would not be allowed to meet the maximum density allowed by the applicable zoning or would require special design features that would significantly increase the cost of development by 5 percent or more.
- b.** The removal is necessary to accommodate a new improvement, structure or remodeled structure, and no alternative exists for relocation of the improvement on the site, or that variances to setback provisions of the Development Code will not allow the tree to be saved or will cause other undesirable circumstances on the site or adjacent properties.
- c.** The tree is hazardous, diseased or storm damaged and poses a threat to the health, safety or welfare of the public.
- d.** The tree has lost its importance as a Heritage Tree due to damage from natural or accidental causes, or is no longer of historic or natural significance.
- e.** The tree needs to be removed to accomplish a public purpose and no practical alternative exists.

The limb structure, or crown, of a Heritage Tree may be pruned in any one year period without obtaining approval from the Urban Forestry Commission, provided that at least 80 percent of the existing tree crown remains undisturbed. Any person who wishes to prune a Heritage Tree in excess of 20 percent of the existing crown shall obtain approval from the Urban Forestry Commission subject to the following conditions:

- a.** The protected tree shall be pruned following acceptable arboricultural standards.
- b.** The tree shall be pruned in a manner which ensures safety to public and private property and shall be done by a qualified professional.
- c.** Any other conditions necessary to ensure compliance with the requirements of the community development plan.

January UFC Program and Staff Reports

6. Program Updates

AmeriCorps & Friends of Trees (FOT):

- With the help of 128 volunteers, we planted 62 trees and over 508 native shrubs and seedlings from Dec 1 – Jan 1
- Successful start to VUF intern program: 5 local high school students participating in CTE Internship program are on-track to finish their internship on 1/27 with completed college credits.
- MLK Day of Service planned for 1/15 has 100 volunteer sign-ups to plant 21 trees and 300 native shrubs and flowers at Sam Brown Park.

Friends of Trees

- At the 11/11 crew leader training, 104 youth and adult volunteers planted 61 trees in central-south neighborhoods
- At the 12/2 south-east planting, 116 adult and youth volunteers planted 114 trees.
- Over 60 trees will be planted in Central-East Vancouver's planting on 1/6.

Annual Report 2023:

Staff will begin drafting our 2023 Annual Report. Please reflect on what you worked on in 2023 as a Commissioner and your partners to ensure they are incorporated into the Annual Report. Also please email your estimated 2023 volunteer hours to Charles Ray. If you have any questions about how to compile your volunteer hours, contact staff.

Arbor Day 2024 Planning:

The Outreach Subcommittee and staff are developing plans for Arbor Day 2024. Please share any ideas on locations, themes and any improvements.

Mac Awards 2023:

The Commission will be awarding the annual Mac Awards as part of Arbor Day. The Commission will vote on this year's nominees at the March meeting. Individuals, organizations, and businesses that have made a significant positive impact on Vancouver's urban forest are eligible for the Mac Award. Activities worthy of recognition include organizing a tree planting project, educating others about the benefits of trees or proper tree care, preserving trees during land development, donating time and/or funds to advance the mission of the Urban Forestry program, developing creative

partnerships in community forestry, or any other activity that inspires community stewardship of the urban forest. Please nominate candidates.

Subcommittee Reports:

Outreach:

December Outreach Meeting.

UF Website

Accessibility tool! Bottom right

Landing Page

Intro text at top... necessary? Remove or shorten? Based on goals in UFMP?

Main Links

- use broader categories of services...
- icons/pictures in middle of page....
- Or Navigation pane below main picture like on the Recycling page (like the recycling page: <https://www.cityofvancouver.us/services/garbage-recycling/>)
 - o Business, Property Development, Events
 - o Drop down sections under navigation pane.

Main Link Categories and Subpages:

- Tree Permits and Regulations
 - o Service provider list
 - o Street Tree lists
- Learn About Tree Care
 - o Service provider list
 - o Invasive Species
 - o Street Tree lists
 - o Water... prune... plant...
 - o Tree topping
 - ☒ Tree care scams!!
 - o Tree U (University)
 - o Tree Care Handbook
- Events and Education Programs

- o Calendar at top w/ UF events
- o Link direct to events... sign up easier...
<https://www.cityofvancouver.us/government/calendar/?type=urban-forestry#tab2>
- o Workshops/Classes
- o Tree Planting
- o Tree Tours
- o Tree Stewards
- o Old Apple Tree Festival
- o Arbor Day
- o FOT link
 - Get a Tree
- o Yard Tree Giveaway
- o Link to FOT
 - Urban Forestry Plans and Reports
- o Files
 - Urban Forestry Commission
- o Give link to the boards and commission general info
- o Contact info for UFC, terms
- o Photo?
- o What contact info would we all like?
- o MJ to send email to ask
 - Awards and Recognition Programs
- o Siva Bolds
- o MAC Award
- o Heritage Trees
 - ☒ Photo of heritage tree at top
 - ☒ Need an interactive map with all trees and a downloadable printout
- o Witness Tree
 - ☒ Browse map... map is missing
 - ☒ Picture of the original Witness Tree
- o TreeCAP Program

- o Tree City USA
 - Sign up for Newsletter
- o Archive newsletters
 - Partner organizations

Related Documents at bottom of each subpage

Big picture events and goals.... 2024...

- Plantings, contractors vs. volunteer
- Goal of outreach... tabling... primary messages
- Flyering and canvassing opportunities in 2024 for tree plantings...
- o Ian will work on flyering and canvassing plan...
- o Corridor plantings, canvassing has biggest impact
- o Face to face... weekend canvassing...
 - Farmer market...
- o UFC hosting a table on February... 10th , 10 a.m. – 2 p.m.
- o Topics: No topping, event sign ups
- o Wish list: Spinner wheel
 - Outreach for UFMP
- o Share with community
- o Code updates based on plan recommendations.

Arbor Day Planning

- Celebrate Tree City USA
- 35 years
- Saturday... service component...
- Jessica and staff discussing upcoming tree plantings and group to plant with for Arbor day

Tree Care Handbook

- Topic list... how to organize?
- o Trees and People...
- o What not to do... lawn mowers, sun blight

- o Where to plant/placement
- o How to Prune
- o Neighbors/Property Rights/Chatting with neighbors
- ☒ Good neighbor handbook https://www.cityofvancouver.us/wp-content/uploads/2023/05/neighborhood_leaders_handbook.pdf
- o FOT Handbook

Policy:

No report

Invasive:

No report

Pollinator:

No report

Corridor:

No report.

8. Urban Forestry Staff Report

Since the November Commission meeting, staff has been focused on orientation and onboarding of our two new staff, fall/winter planting projects, next steps with our Urban Forest Management Plan and our workload to ensure all aspects of our program are moving forward while a staff member is out on medical leave. Nick Redmond is expected to return to work on light duty at the end of January.

Upcoming Events:

Saturday, Jan 20, 10a to noon
Tree Planting, need volunteers

Saturday, Jan 27, 10a to noon
Tree Pruning, street trees along Columbia Way (the trees we planted with Susan years ago)

Thursday, Feb 22, 10a to noon
Tree Pruning, Brickyard Park

Emerald Ash Borer (EAB):

We will be implementing our 2024 EAB action items which include: removal/replacement of declining ash trees (approx 20 trees); round 2 of treatment to preserve quality ash trees; and other action items. We are seeking funding from Washington Department of Natural Resources (DNR) to assist with implementation of our EAB management plan.

Staff submitted Vancouver's Tree City USA and Growth Award application which was due December 1st to be recognized for the 35th year. Staff also applied for the prestigious Growth Award for updating our Urban Forestry Management Plan, Pop Up Arboretums and the Old Apple Tree Festival.

Staff submitted a DNR Grant to complete a public tree inventory. This would support our proactive maintenance programs for street trees and park trees.

Staff has been working with Parks and Operations to finalize our 2024 Park Proactive Pruning sites. Staff is also working closely with Pavement Management on our 2024 Proactive Street Tree Management Program prior to paving season.

Our site visit inspection backlog is approx. 14 days (goal is 10 day response time) and hovering around 30 requests. Development and inspection request are steady. Staff is completing final site inspections for all new development since June to ensure quality trees are planted per the approved tree plan.