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SAUSALITO TREES & VIEWS COMMITTEE
Thursday, March 7, 2013
Draft Summary Minutes

Call to Order

Chair Bickford called the meeting to order at 6:30 p.m. in the City Council Chambers of City Hall, 420 Litho Street, Sausalito.

Present: Chair Mary Lee Bickford, Vice-Chair Betsy Elliott, Committee Member Ellen Rosenstein, Committee Member Tom Wilhite

Absent: Committee Member Peter Montagne

Staff: Assistant Planner Alison Thornberry
Associate Planner Lilly Schinsing,

Approval of Agenda

Committee Member Wilhite moved and Committee Member Rosenstein seconded a motion to hear Item 4 first on the agenda and to approve the modified agenda. The motion passed 4-0.

Approval of Minutes

None.

Public Comments of Items Not on Agenda

None.

New Business

4. **Meeting Calendar—2013.** Review the calendar, make any appropriate modifications and approve the calendar.

Associate Planner Schinsing presented the Staff Report.

- Due to a scheduling conflict staff requests the Trees & Views Committee to schedule their meetings for the second Monday of every month rather than the first Thursday of every month as has been done in the past.

Vice-Chair Elliott moved and Committee Member Rosenstein seconded a motion to discuss the change in schedule for the Trees & Views Committee 2013 calendar. The motion passed 4-0.

Committee Member Rosenstein moved and Committee Member Wilhite seconded a motion to approve the Trees & Views Committee 2013 meeting calendar with the Committee meeting on the second Monday of every month. The motion passed 4-0.

1 **Public Hearings**

- 2
- 3 **1. TRP 13-024, Tree Removal Permit, Lowenthal, 104-106 Glen Drive.** Tree
- 4 Removal Permit to allow the removal of two hazardous California Bay trees
- 5 located near the southwest corner of the site at 104 Glen Drive (APN 065-103-
- 6 30).
- 7

8 The public hearing was opened.

9

10 Assistant Planner Thornberry-Assef presented the Staff Report.

11

12 Committee question to staff:

- 13
- 14 • Where would the two replacement 24-inch box trees required in the Conditions
 - 15 of Approval be planted on the site, which is on a very steep slope and contains
 - 16 many trees? *Staff responded the property owner would determine the location.*
 - 17 *The Committee may remove the condition from the resolution because the*
 - 18 *arborist has indicated the cut Bay tree will likely sprout and regrow.*
- 19

20 The public testimony period was opened.

21 The public made no comments.

22

23 The public testimony period was closed.

24

25 Committee comments:

- 26 • The hazardous trees should be removed and cut below 18 inches, low enough
 - 27 to remove the fungus.
 - 28 • Replacement trees should not be planted as the stumps will sprout and regrow
 - 29 into a shrub.
- 30

31 Amended Conditions of Approval:

- 32 • Replacement trees shall not be required to be planted on the site.
 - 33 • The two trees shall be cut low enough to ensure the fungus does not reoccur.
- 34
- 35

36 **Vice-Chair Elliott moved and Committee Member Rosenstein seconded a motion**

37 **to approve a Tree Removal Permit for 104-106 Glen Drive subject to the amended**

38 **Conditions of Approval.**

39

40 **The motion passed 4-0.**

41

42 The public hearing was closed.

43

44 **Old Business**

45 None.

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1 **New Business (continued)**
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3 **2. Trees and Views Ordinance Update.** Committee member feedback regarding
4 potential amendments and modifications to the current Trees and Views
5 Regulations.
6

7 Assistant Planner Thornberry-Assef presented the Staff Report.
8

9 Committee comments:

- 10 • The list of undesirable trees should be reevaluated and perhaps Coast Redwood
11 and Monterey Cypress removed from that list and other trees added.
- 12 • The application process could be fine-tuned. Although there are applications for
13 tree trimming, cutting, removal and views there are none for privacy.
- 14 • Property owners should only be allowed to prune a certain percentage of the total
15 growth in their yard before coming to the Trees and Views Committee.
- 16 • Information such as which trees are protected and undesirable, the amount
17 allowed to be cut from trees, the topping of trees, etc. should be easier to find and
18 read on the Internet and in pamphlets distributed by real estate agents, arborists,
19 at City Hall, etc. so the public can be made aware without having to read through
20 the code.
- 21 • The code should be amended to include both diameter and breast height when
22 referring to a tree's measurement.
- 23 • The code references a "City arborist," although the City does not employ an
24 arborist but uses three outside arborists. The code should state that one of those
25 three persons could act as the City arborist if there is no arborist on staff.
- 26 • Public Works' guidelines for tree trimming and removal should be changed to be
27 more "hand in hand" with the Trees & Views Committee's guidelines. Public
28 Works is not required to replace trees they remove but it should be required.
- 29 • When Public Works is faced with a view claim on private property it should be
30 sent to the Trees & Views Committee.
- 31 • Topping of trees should be the last resort and in some cases disallowed because
32 most trees that are topped die or have bad growth later on.
- 33 • An arborist should be present for PG&E cuts and Public Work cuts.
- 34 • Public Works should not be the sole governing authority on the removal of trees.
35 There needs to be checks and balances in the process.
- 36 • The filing fee to remove a protected tree could be a deterrent and should be
37 eliminated.
- 38 • A mandate should be drawn up and published to follow an established pruning
39 method for private trees and shrubs beyond the simplified 25% now stated in the
40 code.
- 41 • Although Standards for Resolution of Claims already exists for tree removal and
42 view claims one needs to be established for privacy claims regarding private
43 trees before it has reached arbitration. One does not exist now and privacy is a
44 different issue than view claims.
- 45 • A mandate for stump removal should be established when large trees are
46 removed. A parameter should be established to grind the stump down to the
47 ground level and it should be the responsibility of the party removing the tree.
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- 1 • Protected trees should have a larger scope, including more and different types of
2 oaks.
3 • It should be spelled out in the code that code enforcements must be done within
4 a certain amount of time.
5

6 The public testimony period was opened.
7

8 Thomas Theodores, Sausalito City Council, indicated the following:
9

- 10 • The Trees & Views Committee should be specific about their priorities.
11 • The City is very concerned about budget issues. The Trees & Views Committee
12 must look at their list of suggested changed with respect to how they pertain to
13 budget restraints and look for possible less costly alternatives.
14 • Privacy issues are very subjective and a more difficult area than view issues. A
15 person loosing their privacy may be able to do something themselves to remedy
16 the problem such as growing trees or vegetation for screening on their own
17 property .
18

19 The public testimony period was closed.
20

21 **3. Prioritized Project List—FY 2013-14.** Suggestions for FY 2013-14 Prioritized
22 Project List.
23

24 Assistant Planner Thornberry-Assef presented the Staff Report.
25

26 The public testimony period was opened.
27

28 Thomas Theodores, Sausalito City Council, indicated the following:
29

- 30 • The Trees & Views Committee may have one item that gets “above the line” and
31 into the list of City Council priorities.
32 • If the entire TVC list of projects does not get above the line some of the items,
33 such as small changes to the code, do not have to wait until next year but could
34 go to the Legislative Committee and possibly be changed there.
35

36 The public testimony period was closed.
37

38 **Staff Communications**

- 39 • The Department of Public Works Tree Maintenance Activities for February 2013
40 report was distributed to the Committee members at the beginning of the
41 meeting.
42 • The May edition of Sausalito magazine will contain an article by Assistant
43 Planner Thornberry-Assef called, “Do I Need a Permit to Cut My Tree?” Trees &
44 Views Committee members are invited to suggest additional information for the
45 article.
46 • The Committee was given a copy of the new created City of Sausalito
47 Administrative Citation Notice of Public Hearing Violation of Trees and Views
48 Regulations, the citation for the illegal removal and alteration of protected or
49 Heritage trees.
50

1 **Committee Communications**

- 2 • The Committee requests that the following be added to the agenda for discussion
3 during the April 2013 TVC meeting:
4 ○ The requirement that people planting a replacement tree take a photo of it
5 and submit it to the City within the 60 days they have to plant the tree so
6 there is proof that the planting actually happened.
7 ○ The Trees & Views Committee have a “Tree Tip of the Month” published in
8 the Sausalito Currents detailing tree maintenance that should be
9 performed during that time of the year.
10

11 **Assistant Planner Thornberry-Asset indicated that Committee Member Montagne**
12 **arrived at 8:00pm.**
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14 **Adjournment**

15 The meeting was adjourned at 8:15 p.m.
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20 Submitted by
21 Lilly Schinsing
22 Administrative Analyst
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Approved by
Chair Mary Lee Bickford