



DATE: February 1, 2016

TO: Michael G. Herring, ICMA-CM
City Administrator

FROM: James A. Eckrich, P.E.
Public Works Director / City Engineer

RE: Street Tree Policy - Replanting

As you know, on November 16, 2015 the City Council approved a Preparedness Plan and Action Strategy (EAB Plan) for the removal of Ash Trees which public rights of way due to the impacts of the Emerald Ash Borer (EAB). That EAB Plan included an optional reforestation component, which was subsequently funded by City Council, within which the City will reimburse residents up to \$200 to plant a replacement Street Tree. In accordance with the EAB Plan, as modified by the Planning and Public Works Committee, residents will have the option to plant replacement trees at approved locations within the public right of way OR on private property within eight feet of the back of sidewalk. This modification was approved for many reasons, including reduced future liability to the City and to provide additional options for residents in cases where the physical limitations of the right of way are too restrictive to allow a tree to thrive. As recommended by the Planning and Public Works Committee in December of 2015, street trees in all future subdivisions will continue to be located within the public right of way in accordance with the approved development plans for the subdivision.

When considering final approval of the Street Tree Policy (Public Works Policy #5 – attached), the Planning and Public Works Committee determined that it would prefer that the City continue to manage the replanting of street trees and NOT initiate the reimbursement program included in the EAB Plan. As originally proposed by City Staff, the reforestation plantings would be individually contracted by the residents, but funded by the City (through a reimbursement program) due to the physical limitations of existing Staff. However, the Planning and Public Works Committee directed Staff to continue the current practice of managing the tree replacement contracts with City Staff, and directed the Department of Public Services to return with a proposal to fund the necessary labor resources to manage these contracts. Initial estimates of the impact of this direction was an additional \$50,000 to \$60,000 per year. Accordingly, the Street Tree Policy has been revised to continue the current practice whereby residents who desire a street tree complete an application and submit a \$100 application fee. The City staff will review these applications, coordinate with the residents, administer the tree planting contract, and inspect the tree installations.

As discussed at the January 21, 2016 Planning and Public Works Committee, the City Staff is concerned that we will not be able to effectively administer the tree planting program due to the sheer volume of replacement trees anticipated from implementation of the EAB Plan. The City currently contracts for approximately 150 replacement trees each year in conjunction with our normal annual urban forestry program. This is, of course, in addition to the contractual tree removals and stump grinding. Through the EAB Plan, the City will be removing an additional 900-1000 Ash trees per year. If 700 of these residents choose replacement trees, we will be

substantially increasing our tree plantings (467%). As described in the EAB Plan, each of these Ash tree removals will require considerable interaction with the impacted resident. In many cases residents will be unfamiliar with the EAB infestation and may resist the City's efforts or, at a minimum, have questions and require additional information.

I have studied this matter and believe to have a solution which should allow us to effectively administer the tree planting program with the additional trees anticipated from the Ash removal program. Due to the efforts necessary to coordinate the removal of 900+ Ash trees annually, and the replanting of many of these trees, it is my recommendation that the City hire a temporary, full time employee to administer the contracts necessary to replant the street trees to be removed through the EAB Plan. In addition to the reforestation contracts, this supplemental labor would assist the City Arborist during the EAB crisis to address the increased demands of the Ash removals. This work will include marking trees, educational efforts, resident notifications, resident questions, removal coordination, and administering the stump grinding contract. I believe that we could secure a qualified employee to perform this work with an additional allocation of \$43,000, including salary and benefits.

Please note that this position would not be permanent. It would be a temporary, full time position. The position would be subject to annual authorization of the Plan and would terminate once the Plan is complete, which is expected to occur in 2022. By proceeding in this manner, the City could continue to manage the tree planting program at an additional annual cost of only \$43,000. This is substantially less than the \$50,000 to \$60,000 estimate provided to the Planning and Public Works Committee at its January 21, 2006 meeting.

Accordingly, I recommend that the Planning and Public Works Committee proceed as follows:

- Authorize Staff to revise the EAB Preparedness Plan and Action Strategy by removing the references to a tree planting reimbursement and returning to the current practice of the City managing street tree plantings.
- Authorize Staff to revise the EAB Preparedness Plan and Action Strategy by adding a temporary full time employee at a cost of \$43,000 annually.
- Approve the attached Street Tree Policy (Public Works Policy #5). Please note that this Policy revision will have no impact to the Nuisance Tree removal program (Public Works Policy #51 – attached). Residents desiring removal of a nuisance tree will still qualify for a replacement tree under the provisions of revised Public Works Policy #5.

Action Recommended

This matter should be forwarded to Planning and Public Works Committee for consideration. Should PPW concur with Staff's recommendation, it should vote to recommend approval to the full City Council.

Cc: Michael O. Geisel, Director of Public Services

✓ MGH
2/10/16

**CITY OF CHESTERFIELD
POLICY STATEMENT**

PUBLIC WORKS		NO.	5
SUBJECT	Street Trees	INDEX	PW
DATE ISSUED	11/19/1990	DATE REVISED	12/4/2006 2/04/2016

Section 1- General

The owner of a residential property that abuts a public street controlled by the City of Chesterfield may be eligible for funding for a Street Tree through the City of Chesterfield's Residential Street Tree Program (Program). Due to the impacts of the Emerald Ash Borer (EAB), the Program currently only allows for the replacement of Street Trees on a "one-for-one" basis where a tree has been removed. In these cases, the resident can apply for a replacement tree by completing an application and paying a \$100 fee. Commercial and industrial properties are not eligible for the Program. Further, the Program is contingent upon annual funding by the City of Chesterfield City Council. The existence of the Program in no way obligates annual funding.

Section 2 – Location

Within new subdivisions (those platted after the effective date of this Policy) Street Trees will be installed within the public right of way, in accordance with development plans submitted by the developer and approved by City Council.

Within existing subdivisions (those platted prior to the effective date of this Policy) Street Trees exist within the public right of way. In instances when the City has to remove a tree within the public right of way, residents will have the option to replace that right of way tree on a one-for-one basis. Residents desiring a replacement tree have the option of placing the new tree in another location within the public right of way, or placing the tree on private property. Trees planted on private property must conform to the following requirements:

- No Sidewalk – The tree must be located on private property within eight feet of the right of way / property line.
- Sidewalk within Right of Way – The tree must be located on private property within eight feet of the right of way / property line, but not within four feet of the edge of sidewalk.
- Sidewalk outside Right of Way but within Easement – The tree must be located on private property, no less than four feet, but not greater than eight feet, from the edge of sidewalk.

Should the resident desire to locate a replacement tree in the public right of way, the following requirements shall be adhered to:

- The tree planting area must be a minimum of five feet wide.
- Trees cannot be closer than three feet from the back of curb.
- Tree location must be approved by the City's Arborist.

Regardless of whether a replacement tree is located on private property or within the public right of way, the following criteria shall also be met:

- Trees cannot be planted within 25 feet from any streetlight.
- Trees cannot be planted within ten feet of any manholes or storm water facilities.
- Trees cannot be planted directly beneath overhead utility lines.
- Trees cannot be planted within thirty feet of the intersection between two existing public rights of way (sight distance triangle).
Exceptions can be made to this provision when trees, at maturity, will have no branches within seven feet of the adjacent grade and pavement elevation.

Section 3 – Tree Selection

Residents desiring a tree can choose a tree species from the table below. Once a species is selected, the City will contract for a replacement tree with a minimum caliper of 2.5 inches. It is recommended that residents help increase tree diversity by choosing a type of tree which is not overplanted in the area. The City Arborist is available to assist in this process and must approve the tree selection.

Latin Name	Common Name
<i>Acer platanoides</i>	Maple, Norway
<i>Acer saccharum</i> Varieties	Maple, Sugar and Varieties
<i>Alnus glutinosa</i>	Alder, European
<i>Carpinus betulus</i>	Hornbeam, European
<i>Carpinus caroliniana</i>	Hornbeam, American
<i>Celtis laevigata</i>	Sugarberry
<i>Celtis occidentalis</i>	Hackberry
<i>Cladrastis kentukea</i>	Yellowwood
<i>Crataegus laevigata</i> 'Superba'	Hawthorn, Crimson Cloud
<i>Eucommia ulmoides</i>	Hardy Rubbertree
<i>Fagus grandiflora</i>	Beech, American
<i>Ginkgo biloba</i> - Male	Ginkgo (male)
<i>Gleditsia triacanthos</i> <i>inermis</i> - Thornless, Podless Varieties	Honeylocust - Varieties that are Thornless & Podless

Latin Name	Common Name
<i>Koelreuteria</i> <i>paniculata</i>	Goldenraintree
<i>Platanus x acerifolia</i>	Planetree, London
<i>Ostrya virginiana</i>	Hophornbeam
<i>Quercus accutissima</i>	Oak, Sawtooth
<i>Quercus bicolor</i>	Oak, Swamp White
<i>Quercus coccinea</i>	Oak, Scarlet
<i>Quercus imbricaria</i>	Oak, Shingle
<i>Quercus michauxii</i>	Oak, Swamp Chestnut
<i>Quercus muehlenbergii</i>	Oak, Chinkapin
<i>Quercus robur</i>	Oak, English
<i>Quercus rubra</i>	Oak, Red
<i>Quercus shumardii</i>	Oak, Shumard
<i>Tilia cordata</i> Varieties	Linden, Littleleaf and Varieties
<i>Ulmus americana</i> Varieties	Elm, American and Varieties
<i>Ulmus parvifolia</i>	Elm, Chinese (Lacebark)
<i>Zelkova serrata</i> Varieties	Zelcova and Varieties

Section 4 – Application and Reimbursement

During the EAB crisis, which is expected to last from 2016 through 2022, only those residents who have Street Trees removed will be eligible for replacement trees. Residents will be notified of tree removal via letter from the City’s Arborist. That letter will contain information on how residents can apply for a replacement tree.

Generally the owner, not tenant, must submit an application for a Street Tree Replacement. The application packet can be found on the City of Chesterfield’s website at www.chesterfield.mo.us. Applications can also be obtained at Chesterfield City Hall during regular business hours. The application will be reviewed by the City Arborist to determine eligibility for a replacement tree.

A resident who is eligible for a replacement tree(s) and pays the required application fee will receive a replacement tree planted by the City’s tree contractor. The City will inspect the tree to ensure that it is planted in accordance with City standards. Once the tree is planted, the resident must care for the tree in accordance with the City Tree Guide, which is provided to the resident as part of the street tree application. The City’s contractor will mulch the base of the tree with a standard hard wood mulch, and stake the tree. It is the resident’s responsibility to water the tree, remove the stakes, and mulch the tree in the future, in accordance with the City Tree Guide.

If the resident has a lawn sprinkler, an electric dog fence, or any other system located in the area where the tree will be planted, it is his/her responsibility to mark this system. If the system must be relocated or is damaged due to not being marked, that repair / relocation is not eligible for reimbursement and must be paid by the resident.

The City will require the contractor to provide a one year warranty on all street trees. That warranty begins the first day of the month the tree was planted. If a resident believes a tree is not surviving and should be replaced, he/she must contact the City within the warranty period. The tree will then be inspected by the City Arborist and, if necessary, a replacement tree will be arranged. The warranty will be voided if the tree was not cared for in accordance with the City Tree Guide.

Section 5

This Policy is intended to comprehensively cover Street Trees. Any questions regarding the Policy should be directed to the City Arborist. Interpretations or exceptions to the Policy should be submitted to the Public Works Director / City Engineer.

RECOMMENDED BY:

Department Head/Council Committee (if applicable) **Date**

APPROVED BY:

City Administrator **Date**

City Council (if applicable) **Date**

Existing Policy

CITY OF CHESTERFIELD
POLICY STATEMENT

PUBLIC WORKS

NO. 5

SUBJECT Street Trees

INDEX PW

DATE 11/19/1990
ISSUED

DATE 12/4/2006
REVISED

POLICY

Street tree selection criteria should include tree height and form, adaptation to soils and climate, moisture requirements, disease and insect susceptibility, size of flowers, fruit, nut or seed pod, root characteristics, and susceptibility to calcium chloride and sodium chloride.

The following trees are approved for use as Street Trees:

Latin Name	Common Name
<i>Acer platanoides</i>	Maple, Norway
<i>Acer rubrum</i> Varieties	Maple, Red and Varieties
<i>Acer saccharum</i> Varieties	Maple, Sugar and Varieties
<i>Alnus glutinosa</i>	Alder, European
<i>Carpinus betulus</i>	Hornbeam, European
<i>Carpinus caroliniana</i>	Hornbeam, American
<i>Celtis laevigata</i>	Sugarberry
<i>Celtis occidentalis</i>	Hackberry
<i>Cladrastis kentukea</i>	Yellowwood
<i>Crataegus laevigata</i> 'Superba'	Hawthorn, Crimson Cloud
<i>Eucommia ulmoides</i>	Hardy Rubbertree
<i>Fagus grandiflora</i>	Beech, American
<i>Fraxinus americana</i> Varieties	Ash, White and Varieties
<i>Ginkgo biloba</i> - Male	Ginkgo (male)
<i>Gleditsia triacanthos</i> <i>inermis</i> - Thornless, Podless Varieties	Honeylocust - Varieties that are Thornless & Podless

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<i>Quercus coccinea</i>	Oak, Scarlet
<i>Quercus imbricaria</i>	Oak, Shingle
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<i>Quercus muehlenbergii</i>	Oak, Chinkapin
<i>Quercus robur</i>	Oak, English
<i>Quercus rubra</i>	Oak, Red
<i>Quercus shumardii</i>	Oak, Shumard
<i>Tilia cordata</i> Varieties	Linden, Littleleaf and Varieties
<i>Ulmus americana</i> Varieties	Elm, American and Varieties
<i>Ulmus parvifolia</i>	Elm, Chinese (Lacebark)
<i>Zelkova serrata</i> Varieties	Zelcova and Varieties

RECOMMENDED BY:

Motter
Department Head/Council Committee (if applicable)

12/5/06
Date

APPROVED BY:

City Administrator
Michael...
City Council (if applicable)

Date
12/4/06
Date

Existing Policy

**CITY OF CHESTERFIELD
POLICY STATEMENT**

PUBLIC WORKS		NO.	51
SUBJECT	Street Tree Removals	INDEX	PW
DATE ISSUED	6/1/2009	DATE REVISED	5/5/2014

POLICY

The Department of Public Services is responsible for identifying trees within the right of way which are to be removed. Department personnel shall determine the condition of a street tree by visual inspection. If Department Staff determines that a street tree is hazardous, dead, dying or diseased, Staff shall prioritize and schedule the removal of the street trees to the extent that funding permits.

Priority for removal shall be given to those street trees that pose an immediate, imminent or potential danger to the safety and welfare of the general public.

In general, the City does not permit the removal of an otherwise healthy tree within the right of way. If a property owner desires to remove a healthy tree within the right of way, adjacent to his/her property, the Public Works Director MAY authorize a no cost special use permit for the property owner to remove the tree at no cost to the City. All other permit conditions and insurance requirements will be as required by the Public Works Director.

In some instances, otherwise healthy trees may become a nuisance. The Public Works Director may remove trees which, in his opinion, are detrimental to the public interests. Examples of such potential nuisances include but are not limited to: obstructing sight distance, shielding street lights, damaging sidewalks or sewers, low hanging branches which provide inadequate sidewalk or street clearance, deposition of pods, fruit or seeds, and trees with thorns.

Although not an approved species for new street trees within the City of Chesterfield, there exist a substantial number of Sweetgum trees throughout the City. Due to problems related to the prickly fruit which are unique to this tree species, some residents desire their removal. When a resident requests

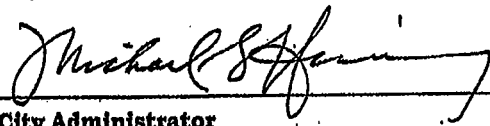
removal of an otherwise healthy Sweetgum tree located within the City's public right of way, The Public Works Director may consider its removal under the following conditions:

- 1) The resident participates in the street tree replacement program. A replacement tree must be selected and the appropriate fee paid for each tree requested to be removed.
- 2) The Public Works Director, or his designee shall attempt to communicate with the Subdivision trustees and advise them of the requested removal. While the ultimate authority and decision to remove the tree rests with the Public Works Director, the trustees may provide additional information, awareness and assistance for the Director to make an appropriate decision.
- 3) The City of Chesterfield takes pride in its tree lined streets and is desirous of maintaining the character of neighborhoods. Whenever possible, the Public Works Director should consider recent removals of street trees in the immediate vicinity and attempt to minimize the impact of the tree(s) removal on the overall character of the community.

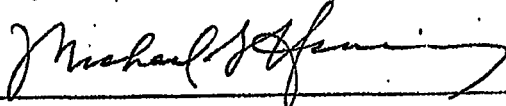
RECOMMENDED BY:


PPW Committee
Department Head/Council Committee (if applicable)

5/5/2014
Date


City Administrator

5/5/2014
Date


City Council (if applicable)

5/5/2014
Date