

Jacksonville Tree Commission  
Meeting Minutes October 25, 2018  
Approved November 8, 2018

**Commissioners Present:** John Crescimbeni, Chair  
Curtis Hart, Vice Chair  
John Pappas  
Rhodes Robinson

**Staff:** Cindy Chism

**Public:** Dave McDaniel, COJ Public Works  
John November, Public Trust  
Fred Pope, COJ Public Works

**Advisors:** Susan Grandin, OGC  
Kathleen McGovern, City Arborist  
Joel Provenza, Accounting

- A.** Meeting was called to Order by Chair at 10:00 AM
1. All present introduced themselves for the record.
  2. Submittal of Speaker’s Cards
  3. Motion made by Mr. Robinson, seconded by Mr. Pappas, to approve minutes from October 11, 2018 meeting. None opposed.
  4. Fund balance and encumbrance report for 15(F), 15(N) and BJP (Attachment A).
  5. Status of Pending Tree Projects (Attachment B) - changes are in green.
  6. Status of Countywide Tree Planting Contract
    - a. Dave McDaniel responded that his Division is on target for a mid-December contract. There is a non-mandatory pre-bid conference on Friday, October 26, 2018. Any questions will then be submitted to Procurement for clarification.
- B. New Business**
1. Legislation for appropriation of funds to Public Works for Tree Replacement (Attachment C) – Susan Grandin/CM Crescimbeni
    - a. The proposed ordinance is for a total of \$500,000 to be allocated to Public Works. Of these funds, \$300,000 is for a program to remove and replace a dead or dying tree with the approval of the City Arborist. There is a question regarding the location of the replacement tree. At one time, the Tree Commission had decided on twenty feet, but that was changed to avoid driveways and such. Now it has been changed to no more than 100 feet away from the tree which was removed. **Ms. Grandin will add language that includes possibly planting across the street from the tree removal site.**
    - b. Currently, to request a tree, the CARE issue is titled “Tree Plant New”. **Mr. Leon will schedule a meeting with CM Crescimbeni to discuss all CARE issues regarding Trees with Mr. Leon and Ms. McGovern.**
    - c. The remaining \$200,000 is for planting trees in front of residential property. This is limited to 2 trees per year. **Ms. Grandin will remove the residential requirement and open this up to commercial property as well.**

d. Mr. Hart motioned to approve the proposed legislation including the changes discussed, seconded by Mr. Pappas. None opposed. **Ms. Grandin will file the legislation once the changes have been made.**

2. The Date Palm legislation got approved by the City Council with an amendment, which has a map exempting specific areas of the Beaches (Attachment D).
3. Proposed Ordinance Code update for Tree Pruning/Clearing and Planting near Powerlines and Shade Tree (Attachment E)– Curtis Hart
  - a. 656.1207(a) **Ms. Grandin will add “or other rigid material not easily removed” in place of temporary wire mesh fence. Also, barriers around groups of trees will be added.**
  - b. 656.1207(d) Mr. Hart said there is already an inspection required so there is no need to add an additional inspection. Ms. Grandin advised that the point was to require the inspection to ensure the barriers were still present before moving on to any other type of building permit. Mr. Pope asked if there was a site clearing permit required before the building permit, and if there is an inspection at the end of the site clearing process. Mr. Hart said there is an inspection when the permit is pulled. The inspection ensures the trees are being protected and checks the tree survey against the actual trees on the property.
    - i. Ms. Grandin explained that once the inspection of the tree protection barriers is completed on the front end of the site clearing process, there is no other inspection required in order to move onto vertical construction to make sure the barriers are still there after all the roads, water and sewer have been put in. An inspection may be requested but typically is not because there is no impediment to moving on to vertical construction.
    - ii. CM Crescimbeni asked if a site clearing inspection occurs after the site clearing. Ms. Grandin said no, it occurs in the beginning when the barriers are initially installed. Mr. Hart added that the next inspection is performed by the Building Inspector prior to pouring the slab which is a Seventeen Inspection. If there is a tree on that lot, the Inspector checks the barrier around that tree. Mr. McDaniel added that cross training would be required if the Building Inspector was going to have to check for temporary barriers around all trees. Mr. Hart said the protected trees are noted on the site plan.
    - iii. CM Crescimbeni suggested this question be shelved until the next meeting. **Mr. Pope will arrange for Jeff Lucovsky from Development Services to speak with the Tree Commission on this issue.**
  - f. 656.1208 language was changed to “persons responsible for the violation will include *each and all of the following*: the property owner, permit holder, and contractor”. **Approved.**
  - g. 656.1208(c)(3) Mr. Hart would like the language “unless revised” added after “number of caliper inches approved in their permit.” **Ms. Grandin will update the language.**
  - h. 656.1211(c) Mr. Hart said the requirement is that 50% of all trees must be shade trees on commercial sites. The entire 50% was being substituted with palm trees. With this change, they are making sure that at least half of the substitute trees are shade trees. **Ms. Grandin will add “(12.5%)” after 25% throughout and make sure any reference to Shade Trees is consistent.**
  - i. 656.1211(e)(3) Mr. Hart said this paragraph was updated to ensure that if substitute Shade Trees are planted, the planting area is large enough for the trees to thrive. **Mr. Pope will supply a chart showing the minimum space required for small, medium, and large trees to be planted at the next meeting.**

j. 656.1211(f) Ms. Grandin pointed out that the options for irrigation hose bibs and quick coupling valves have been removed. **Approved.**

k. 656.1212(c) Ms. Grandin said the intent of this change is to encourage correct pruning of trees, not only for the required trees but for the protected trees, as well. **Ms. Grandin, CM Crescimbeni and Mr. Pope will meet and better define Public Protected Trees and Required Private Protected Trees. Also to be discussed is the title of 656.1206.**

l. 656.1214(a) Ms. Grandin said the language from 656.604, Parking Code, includes a matrix for how many square feet are required based on the usage, how many parking spaces, and exceptions for interior landscape have been condensed and added into the landscape code. Mr. Pope pointed out that the exceptions were to assist new businesses going into existing buildings with very small lots. The matrix was designed to give these types of businesses an exception for not being able to meet the requirement. Ms. Grandin suggested this be changed to reference the lot size instead of the usage. **Ms. Grandin will update the code to reference lot size. Also mentioned in 656.1215(a) and (a)(1).**

m. 656.1214(d) Terminal island sizes have been increased. **Approved with graphic.**

n. 656.1215.(3) Powerline plantings. Ms. Grandin asked Mr. Leon if he had gotten permission from Florida, Power & Light to use their Right Tree, Right Place graphic. Mr. Leon responded that he had not, however he did ask the Arbor Day Foundation about their graphic (which is the one JEA uses) and the Arbor Day Foundation said we had permission to use theirs. **CM Crescimbeni will supply a contact to FP&L for Mr. Leon to call.**

o. 656.1216 **Remove proposed changes on this ordinance.**

p. 656.1217(b) and (c) Irrigation Plans. **Approved.**

#### **4. Community Tree Planting Application – CM Crescimbeni**

Ms. Grandin said there have been discussions between herself, Mr. McDaniel, Ms. McGovern, Mr. Pope, Mr. Leon, and Mr. November regarding the Tier I Application, which would be for a request from a community group. Tier II is more for professionals who have experience with these types of projects. CM Crescimbeni said he had been thinking there may be three levels: the Request a Tree, a mini-project (which the City would manage for small groups), and a larger project, for the Greenscape type of organizations. **A meeting will be scheduled next week between the parties mentioned.**

**5. Outreach for Tree Commission - CM Crescimbeni has met with all CPACs and a variety of other organizations. There is excitement regarding the opportunity for planting trees.**

#### **C. Public Comment – no requests.**

#### **D. Action Items**

##### **Legislation for Appropriation of Funds for Public Works**

Ms. Grandin will add language that includes possibly planting across the street from the tree removal site.

Ms. Grandin will remove the residential requirement and open this up to commercial property as well.

Ms. Grandin will file the legislation

##### **Proposed Ordinance Code Update**

656.1207(a) Ms. Grandin will add “or other rigid material not easily removed” in place of temporary wire mesh fence. Also, barriers around groups of trees will be added.

656.1207(d) Mr. Pope will arrange for Jeff Lucovsky from Development Services to speak with the Commission on this issue.

656.1208(c)(3) Ms. Grandin will add “unless revised” after “number of caliper inches approved in their permit.”

656.1211(c) Ms. Grandin will add “(12.5%)” after 25% throughout and make sure any reference to shade trees is consistent.

656.1211(e)(3) Mr. Pope will supply a chart showing the minimum space required for small, medium, and large trees to be planted at the next meeting.

656.1206 and 656.1212(c) Ms. Grandin, CM Crescimbeni and Mr. Pope will meet and better define Public Protected Trees and Required Private Protected Trees.

656.1214(a), 656.1215(a) and (a)(1) Ms. Grandin will update the code to reference lot size.

656.1215.(3) CM Crescimbeni will supply a contact to Florida Power & Light for Mr. Leon to request use of the Right Tree, Right Place graphic.

656.1216 Remove proposed changes on this ordinance.

#### **Community Tree Planting Application**

A meeting will be scheduled with CM Crescimbeni, Mr. McDaniel, Ms. McGovern, Mr. Leon, Mr. Pope, Mr. November and Ms. Grandin.

Mr. Leon will schedule a meeting with CM Crescimbeni to discuss all CARE issues regarding Trees.

#### **E. Adjourned 11:40.**