

**FAIRVIEW MUNICIPAL TREE COMMISSION
MINUTES**

Meeting, Tuesday, 02 June 2015
7:00 pm

1. Chairperson, Debby Rainey called the June 2015 meeting to order at 7:00 PM.
2. Roll was taken. A quorum was present.
In attendance: Debby Rainey, Chairperson; Larry Richards–Vice Chairperson; Patti Carroll, Mayor; Toney Sutton, Vice Mayor; Jack Cannon; Mike Berkley, City Arborist; Jane Woodall, Secretary.
Absent: Lisa Anderson, Planning Commission Chairperson;
Guests: Ken Crowder, Martin Engineering representing Fairview West Commercial Development; John Goff, representing Assembly of God Church (Hwy 96) Codes Director, Frank Humber.
3. Approval of Agenda: Pre request from FHumber (Codes Director), the following items were requested to be added to the agenda: 6.1 – Fairview West Commercial Development landscape plan; 6.2 – Assembly of God Church preliminary landscape plan (the current agenda items numbered 6.1 and 6.2 will be moved to 6.3 and 6.4, respectively). TSutton made a motion to approve the amended agenda. LRichards seconded the motion. The Tree Commission voted to approve the agenda for the June 2015 meeting with amendments; none opposed.
4. Approval of Minutes:
TSutton moved to approve the minutes of the previous meeting; LRichards seconded the motion. The Commission approved the minutes for the May 2015 meeting as is; none opposed.
5. Old Business
 - 5.1. Mapco Property Mapco Property noncompliance - Follow-up on landscape compliance.
FHumber reported that he went last week and noted they are starting to plant. MBerkley that four (4) of the Forest Pansy redbuds out front require some proper pruning. FHumber will provide a copy of the email regarding his communication with the property contact.
 - 5.2. Walmart Landscape – Follow-up on landscape compliance. (See also letter)
Of the new trees planted, 19 are dead, so the property owner is still not in compliance. MBerkley noted that he still thinks they can plant (at this time of year); the problem would be locating the required size of tree as many nurseries are not harvesting that size tree at this time (season). The Tree Commission decided to move this item to the August agenda for discussion to allow more time for appropriate trees to be located for planting. MBerkley will talk with the landscaper to inform him of the decision.
 - 5.3. Update on the Road Scapes project on Hwy 100 and Hwy 96 junction in Fairview. (FHumber and MBerkley)
Per FHumber, the landscaper says we will have plans prior to their going to the state – this should be in a couple of weeks. He agreed to call them on Wednesday. FHumber noted that we would need to see the plans at the July meeting.
MBerkley also agreed to call to get an update.
 - 5.4. Official City Shrub list - Follow-up from recommendation to BOC to exclude TNEPPC invasive exotics (JWoodall); review invasive exotic plant list and review of top 20 shrubs to recommend (MBerkley)
JWoodall reported that the BOC voted to adopt the recommendation from the Tree Commission to exclude TNEPPC invasive exotics from shrubs allowed to be planted in commercial landscaping developments.

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MBerkley provided a suggested plant list for shrubs. The list included about 70 species, both native and non-native (but not invasive) as well as cultivars of these species. The one exception was Ilex crenata that is not currently listed as an invasive exotic pest plant list in Middle TN, but is for the Memphis area. MBerkley had ranked a few shrubs as a "Top 20" list. The list was separated by size of shrub growth (small/medium/large), but was not separated by planting area specifications as MBerkley noted that landscapers should be familiar with requirements for various species. All of the suggested plants are easily obtainable and should provide a good diversity of plants. Following were some discussion points: 1) Remove Ilex crenata from the list; 2) rather than have just 20, remove the "Top 20" numbering as all are good selections and would provide a large number of shrubs from which to choose and a wide diversity of species. There are selections suitable for the various planting environments in the Fairview area and all are known to grow in the appropriate conditions in Fairview.

JCannon moved to send the suggested (approximately) 70 shrub list (with the removal of the Ilex crenata and the numbering) to the BOC for review and approval. TSutton seconded the motion. The motion passed with none opposed.

5.5. Review and provide additional details and information on recommendations sent to the BOC from the April 2015 Tree Commission meeting. Updates remain deferred to JULY 2015 meeting.

5.6. Reminder of upcoming term expirations: JCannon, JWoodall on 30 June 2015 – these persons will need to be in attendance at the 04 June 2015 BOC Meeting.

PC noted that due to the amount of information on their June 4 agenda, the BOC may defer action on term replacements to July BOC meeting.

6. New Business

6.1. Fairview West Commercial Development landscape plan; Ken Crowder, Martin Engineering representative:

MBerkley had reviewed the plans during the recent City Staff Meeting and had discussed issues with Mr. Crowder; Mr. Crowder revised the plans based on this discussion (the Tree Commission had the original copy of the plans). For example, the original plans included 45 Loblolly pines, which are on the approved City Tree list but have come under scrutiny in the past months with the Tree Commission due to some concerns with overgrowth and pending infestation possibilities in the area. Mr. Crowder removed these from the plans and replaced them with more redbud trees. The Tree Commission noted that a tree density worksheet does need to be completed for the plans; Mr. Crowder agreed to do so. TSutton moved to approve the revised plans contingent on the completion of the density worksheet; LRichards seconded the motion. The motion passed with all approving.

6.2. Assembly of God Church preliminary landscape plan - John Goff, representing Assembly of God Church (Hwy 96).

On the original plans, there was no tree inventory list (these were the plans provided to the Tree Commission members). He noted that there are about 223 oak and hickory trees that will need to be removed. They will be replacing some trees. Mr. Goff noted that he has not completed a tree density worksheet either and will need to do so – he was directed to read the variance option in the Design Manual as well to help determine what the replacement would be or the amount that would be due the Tree Bank. Mr. Goff also commented that these are just initial plans and he was hoping to get some direction from the Tree Commission on the plans. MBerkley took a quick look at the plans and said that he could make a few recommendations.

6.3. Requirements for recommendations to the BOC that an officer of the commission group be present at the meeting to present the ideas and respond to any questions the BOC may have. (JWoodall)

JWoodall shared with the Tree Commission the recent requirements of the BOC when another Commission sent a recommendation to the BOC.

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- 6.4. Review of Title 13, Chapter 4, Section 13. Special review to be given to responsibilities in Section 404 (3), page 13-14, the Tree Commission is tasked "To compose and annually review a community tree plan that shall include but not be limited to such elements as an authorized tree specimen list; a tree protection plan, including a tree replacement schedule; and a city tree bank." (See 5.6 above) Appendix-item D provides: "Community Tree Plan - To Be Developed." (Location of Appendix D of the Tree Board Ordinance (referenced in the ordinance) - deferred to the April 2015 meeting. (Note: Appendix D refers to the "Community Tree Plan" noted in the footnote of the Ordinance is 'To Be Developed.' "Community tree plan" shall mean written documents that guide the work of the tree commission.") (ALL)

To be able to have adequate time to complete this review, JWoodall recommended that a Workshop be scheduled to be able to focus on this requirement of the ordinance. JCannon seconded the motion. The motion was approved. The Tree Commission scheduled a Special Workshop of Thursday, 25 June 2015 at 6:00PM for the discussion of the ordinance requirements.

7. Update on Tree Bank funds – WHall reported that the current amount is the same as last month - \$97,576.
8. Citizen Comments: None
9. Adjournment: With no further business, DRainey adjourned the meeting at 8:30 PM. The next scheduled meeting will be 07 July 2015.