



PARKS AND RECREATION COMMISSION MEETING AGENDA
Thursday, April 13, 2017, 7:00 pm
City Hall Council Chambers, 1000 San Pablo Avenue

1. CALL TO ORDER

2. APPROVAL OF ACTION MINUTES: March 9, 2017

3. PUBLIC COMMENT

For persons desiring to address the Commission/Committee/Board on an item that is not on the agenda please note that each speaker is limited to three (3) minutes. The Brown Act limits the Committee's ability to take and/or discuss items that are not on the agenda; therefore, such items are normally referred to staff for comment or to a future agenda.

4. ANNOUNCEMENTS/DIRECTOR'S REPORT: Ohlone Greenway project bid announcement; Memorial Park Tot Play area and Pierce Street Park updates

5. PUBLIC HEARING/PRESENTATIONS:

5-1: Street Tree Removal Application for 804 Madison Street: The Commission will review the street tree removal application for one (1) *Tristanopsis laurina*.

Recommended Action: That the Commission deny the street tree removal application submitted for 804 Madison Street.

Attachments: Staff Report with images, Tree Evaluation, Tree Removal Application

5-2: Street Tree Removal Application for 926 Polk Street: The Commission will review the street tree removal application for one (1) Camphor.

Recommended Action: That the Commission approve the street tree removal application submitted for 926 Polk Street.

Attachments: Staff Report with images, Tree Evaluation, Tree Removal Application

5-3: Street Tree Removal Application for 1319 Solano Avenue: The Commission will review the street tree removal application for one (1) *Eucalyptus nicholii*.

Recommended Action: That the Commission approve the street tree removal application submitted for 1319 Solano Avenue.

Attachments: Staff Report with images, Tree Evaluation, Tree Removal Application

6. DISCUSSION AND POSSIBLE ACTION ITEMS ON MATTERS RELATED TO THE FOLLOWING ITEMS:

6-1: Dartmouth Tot Lot Improvements: Review proposed Measure WW improvements to the Dartmouth Tot Lot and discuss idea of adding a restroom to the park.

Recommended Action:

1. That the Commission review the Measure WW funded improvements (new fencing, drinking fountain and park sign) and approve.
2. Open discussion with community about the possibility of adding a restroom to the park-no formal action will be taken.

Attachments: Staff report, community petition, images

6-2: Biennial Review of Street Tree Removal Policy: Review and discuss the City of Albany's Street Tree Removal Policy.

Recommended Action: That the Commission establish a sub-committee to review and recommend revisions to the policy.

Attachments: Street Tree Removal Policy

6-4: Friends of Albany Parks Update: Report back to the Commission on the Friends of Albany Parks events and request Commissioners to volunteer to attend upcoming events.

Past: Upcoming: Albany Hill Gala; Albany Hill Clean Up

Upcoming: Ocean View Park Clean-up (Saturday, May 6, 9 am)

7. FUTURE AGENDA ITEMS

(Commissioners announce of requests for future agenda items. No public comment will be taken on announcement of future agenda items).

Next Meeting: Thursday, May 11, 2017 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please note: There are no public meetings in August.

8. ADJOURNMENT

NOTE: *The Commission/Committee/Board packet is available for public inspection at the Albany Community Center, Senior Center, and City Hall. The agenda and supporting staff reports, if available, can be found on our web page at www.albanyca.org. If you provide your name and address when speaking before the Commission/Committee/Board it will become part of the official public record, which will be posted on the Internet.*



PARKS AND RECREATION COMMISSION MEETING MINUTES
Thursday, March 9, 2017, 7:00 pm
City Hall Council Chambers, 1000 San Pablo Avenue

1. **CALL TO ORDER: 7:05 pm; Present: Chair Tanner, Vice Chair Chang Frank, Commissioners Romero, Esbin, Abbott, Pearson, Mellers**
2. **APPROVAL OF ACTION MINUTES:** February 9, 2017; *Motion made by Commissioner Esbin to approve the minutes with corrections; Seconded by Commissioner Pearson; 5 in favor; 2 Abstained; Motion carried*
3. **PUBLIC COMMENT**
For persons desiring to address the Commission/Committee/Board on an item that is not on the agenda please note that each speaker is limited to three (3) minutes. The Brown Act limits the Committee's ability to take and/or discuss items that are not on the agenda; therefore, such items are normally referred to staff for comment or to a future agenda.
4. **ANNOUNCEMENTS/DIRECTOR'S REPORT:**
5. **PUBLIC HEARING/PRESENTATIONS:**
 - 5-1: **Ocean View Field Conversion to Artificial Turf:**
Representative from Albany Little League was not present to make presentation to Commission, no presentation given.
6. **DISCUSSION AND POSSIBLE ACTION ITEMS ON MATTERS RELATED TO THE FOLLOWING ITEMS:**
 - 6-1: **Gender Neutral Bathroom Law:** Considered sign options for single user restrooms as required by AB 1732 and made a recommendation to Council.
Motion made by Chair Tanner to recommend the all gender sign on wall have the text "Restroom" with tactile text "All Gender" and the restroom door have the geometric unisex sign with the symbol for a toilet. The symbol for accessibility will be included on door signs that are ADA accessible; Seconded by Commissioner Pearson; 5 in favor; 2 opposed; Motion carried.
 - 6-2: **Council Strategic Plan and Work Plan:** Reviewed the City Council Strategic Plan and finalized the Parks & Recreation Commission 2017-2019 Work Plan.
Motion made by Commissioner Abbott to approve the 2017-2019 Workplan; Seconded by Chair Tanner; All in favor; Motion carried.
 - 6-4: **Friends of Albany Parks Update:** Update given to the Commission about the Friends of Albany Parks events and requested Commissioners to volunteer to attend upcoming events.
No action taken
 - 6-5: **Measure WW Project Update:** Reported on Ohlone Greenway bid opening and possible action to adjust Measure WW project funding.
Informational, no action taken
7. **FUTURE AGENDA ITEMS**

(Commissioners announce of requests for future agenda items. No public comment will be taken on announcement of future agenda items).

Next Meeting: Thursday, April 13, 2017 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please note: There are no public meetings in August.

8. ADJOURNMENT: 8:32 pm

NOTE: *The Commission/Committee/Board packet is available for public inspection at the Albany Community Center, Senior Center, and City Hall. The agenda and supporting staff reports, if available, can be found on our web page at www.albanycga.org. If you provide your name and address when speaking before the Commission/Committee/Board it will become part of the official public record, which will be posted on the Internet.*

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PUBLIC WORKS
1000 SAN PABLO AVENUE
ALBANY, CA 94706



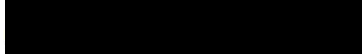
510 524-9543 PHONE
510 524-9722 FAX
WWW.ALBANYCA.ORG/PW

Urban Village by the Bay

RECEIVED MAR 08 2017

Non-Emergency City Tree Removal Application

Owner's Name: ILAN + MARLENE KERET

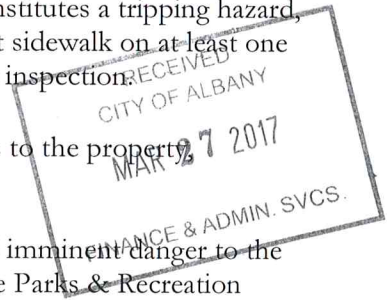
Property Address: 804 Madison St Phone: 

Email:  trees requesting to be removed 1

No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

- The City Tree is damaged, diseased, or borer infested beyond reclamation
- The City Tree due to its physical condition is an unacceptable risk to the City
- The City Tree has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard, and the City Tree has caused the property owner to repair the adjacent sidewalk on at least one (1) previous occasion, as proven by documentation or Urban Forester inspection.
- The City Tree is detrimental to the public safety or materially injurious to the property improvements or utility services in the vicinity

PAID



I understand that removal of a City Tree which does not pose a clear and imminent danger to the safety of the general public requires review by the Urban Forester and the Parks & Recreation Commission at a public meeting. Application fee is \$204. Return fee and application to Community Development Department, 1000 San Pablo Ave., Albany, CA 94706

Signature:  Date: 2-24-17

City Action

Application #: _____ Fee Received (Receipt #): _____

Approved Declined Date: _____

EVENFLOW PLUMBING CO., INC.

2035 NATIONAL AVE UNIT B
HAYWARD, CA 94545

Main 510/782-3649
Fax# 510/782-6927

C.C.L. # 735990

March 21, 2005

Mr. Tevet
838 Mendocino Avenue
Berkeley, Ca 94707

Re: 804 Madison Street

To Whom It May Concern:

This letter is in regards to the condition of the sewer line prior to replacement. The four inch clay sanitary sewer line was damaged by a large tree located in the planter strip area. We had to cut the tree roots away from the sewer pipe during the installation process. It is my opinion that the tree may be unstable at this point. If you have further questions or concerns please call.

Respectfully,

Gary Dimodana
President
Evenflow Plumbing Co., Inc.

SEWER IS BY
TREE #1

NOT THE TREE
REQUESTED TO BE
REMOVED



City of Albany Street Tree Inspection / Staff Report

Tree Location: 804 Madison St Tree # (direction of traffic): 2

Species: Tristaniopsis laurina - #: 1 14" dbh 38' ht

Assignment: Review trees and provide recommendations for:
 Removal - Pruning - Sidewalk Repair - Root Pruning

Summary

Property owner applied for removal due to sidewalk damage

Observations

sidewalk is lifted and cracked from one large root. Tree is slightly overshadowing tree #1

Tree Descriptions

Health: good

Structure: good

Discussion

large healthy tree, sidewalk repair may be possible to save the tree, sidewalk is damaged only in one spot, however, sidewalk has been previously repair and curved out for tree basins.

Fiscal impact: Cost of removal estimated at \$2,000.00

Recommendations

repair sidewalk to save tree. root prune and thin canopy.

Inspected by: John Hawkridge, Urban Forester, ISA Certified Arborist WE-3063AU

Date: 2017-03-23

Photos taken

TREE CONDITION EVALUATION FORM

location:	804 Madison St		
species:	Tristaniopsis (Swamp Myrtle)	Evaluator:	John Hawkrige
dbh/ht:	14" x 38'	Date:	3/23/2017
✓	<i>Factor</i>	<i>Comments</i>	<i>Points</i>
minor problems/concerns (1 point) - major problems (2 points) - extreme problems (3 points)			
ROOTS			
Root anchorage	none		
Restricted root system relative to canopy	some previous root pruning		1
Mechanical injury	none		
Girdling roots	none		
Compaction or water-logged roots	none		
Presence of insects or diseases	none		
Condition points			1
TRUNK			
Sound bark and wood, no cavities	none		
Upright trunk (well tapered)	none		
Included bark between co-dominant stems	none		
Mechanical or fire injury	none		
Cracks	none		
Swollen or sunken area	none		
Presence of insects and diseases	none		
Condition points			0
LIMB AND BRANCH STRUCTURE			
Strong attachments, no included bark	some minor inclusion, but strong branch unions		1
Free of decay and cavities	small old cuts not healed over		1
Well proportioned, good form	none		
Wound closure	small old cuts not healed over		1
Dead limbs/epicormic sprouting	none		
Presence of decay, insects and diseases	none		
Condition points			3

TREE CONDITION EVALUATION FORM

TWIGS

Shoot vigor	none	
Presence of weak or dead twigs	some small dead branches	1
Presence of insects and diseases	none	
Condition points		1

FOLIAGE

Normal appearance (size, color, density)	none	
Nutrient deficiencies	none	
Herbicidal, chemical injury symptoms	none	
Wilted or dead leaves	none	
Presence of insect or disease	none	
Condition points		0
Total Condition Points		5

INFRASTRUCTURE CONFLICTS

Gas	none	
Water	6'	
Sewer	none	
Sidewalk / Pedestrian	cracked and lifted	2
Curb	small crack	1
Street (asphalt)	none	
Powerlines	none	
Vehicles /parking zone / bus zone	none	
Traffic Signal/Stop Sign / other signs	none	
Building contact	none	
	none	
Total Infrastructure Points		3

TREE SUMMARY and additional comments (photos and further comments, if any, on separate page):	Total Points	<u>8</u>
<p>Property owner applied for removal due to sidewalk damage. Sidewalk has been repaired previously and curved around the tree basin/planting strip. The tree could survive another root pruning. Document submitted is for drainage pipe work done next to tree # 1 in 2005. This is tree #2, the larger of the 2.</p>		

This evaluation does not incorporate wood density of the root collar and is an evaluation of the tree's canopy from the ground surface only.

Tree condition is taken into account along with any infrastructure conflicts to determine viability of removal.

804 Madison - Tree on left



damage to sidewalk



J HAWK RIDGE @ ALBANY CA

0006

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PUBLIC WORKS
1000 SAN PABLO AVENUE
ALBANY, CA 94706



510 524-9543 PHONE
510 524-9722 FAX
www.AlbanyCA.org/pw

Urban Village by the Bay

Non-Emergency City Tree Removal Application

Owner's Name: DORIS MENDELL
Property Address: 926 POLK ST Phone: [REDACTED]
Email: [REDACTED] #of trees requesting to be removed 1

No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

- The City Tree is damaged, diseased, or borer infested beyond reclamation ARM ON
- The City Tree due to its physical condition is an unacceptable risk to the City TRIP SIDEWALK
- The City Tree has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard, and the City Tree has caused the property owner to repair the adjacent sidewalk on at least one (1) previous occasion, as proven by documentation or Urban Forester inspection. OUR TO TRIP TREE AND HAS
- The City Tree is detrimental to the public safety or materially injurious to the property, improvements or utility services in the vicinity THIRD A LAYMAN TO STARK

I understand that removal of a City Tree which does not pose a clear and imminent danger to the safety of the general public requires review by the Urban Forester and the Parks & Recreation Commission at a public meeting. Application fee is \$204. Return fee and application to Community Development Department, 1000 San Pablo Ave., Albany, CA 94706 DAMAGES

Signature: [Signature] Date: 2/14/12

City Action

Application #: _____ Fee Received (Receipt #): _____

Approved Declined Date: _____

MY MOTHER IS 91 YEARS OLD,
IS IN A CARE HOME + DOES NOT HAVE
THE ABILITY TO DEAL WITH THE SIDEWALK
+ TREE / BUT SHE THINKS IT SHOULD

DR REMOVED



CITY TREE REMOVAL POLICY AND PROCEDURES

Definitions:

For this policy, "City Tree" refers to any tree on public property owned by the City of Albany with a diameter of at least three (3) inches and at a point of at least four (4) feet from the ground.

For this policy, "Urban Forester" refers to the Department of Public Works Urban Forester or an authorized designee from the Public Works Department.

Purpose:

This policy provides guidelines for City Tree removals. It shall be applied with the following considerations:

1. Acknowledges the benefits that City Trees provide to all residents of the City, and
2. Preserves the City's urban forest by retaining existing City Trees whenever possible.

Section 1: Emergency City Tree Removal

- a) Any City Tree, which poses a clear and imminent danger to the safety of the general public as determined by the Urban Forester, may be removed without the prior notice or issuance of a City Tree Removal Permit.
- b) Any City Tree, which is removed as an Emergency City Tree Removal, shall be reported in writing within 60 (sixty) days to the Recreation and Community Services Director who will report to City Council and to the Parks and Recreation Commission.
- c) Any City Tree, which is removed as an Emergency City Tree Removal, shall be replaced by the City. The City will cover the cost of emergency tree removal and replacement.

Section 2: Non-Emergency City Tree Removal

Any City Tree which does not pose a clear and imminent danger to the safety of the general public as determined by the Urban Forester shall not be removed without the issuance of a City Tree Removal Permit as approved by the Parks and Recreation Commission pursuant to the following procedures:

2.1 Non-Emergency City Tree Removal Criteria

No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

- a) The City Tree is determined by the Urban Forester to be damaged, diseased, or boxer infested beyond reclamation.
- b) The City Tree, due to its own physical condition, is determined by the Urban Forester to be an unacceptable risk to the City.
- c) The City Tree, at the time of the request for removal, has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard and the City Tree has caused the property owner to repair the subject sidewalk on at least one (1) previous occasion, as proven by documentation or determined by the Urban Forester's inspection.
- d) The City Tree, at the time of sidewalk repair, is determined by the Urban Forester to require severing of roots that will either cause immediate death or instability to the tree. Additionally, it has been determined by the Parks and Recreation Commission that alternatives of realigning the sidewalk or other practices in order to retain the tree are neither reasonable nor cost-effective.
- e) The City Tree is determined by the Parks and Recreation Commission or the Urban Forester to be detrimental to the public safety or materially injurious to the property, improvements, or utility services in the vicinity.
- f) The City Tree has been identified for removal as part of a City-approved project and/or has been determined by the Parks and Recreation Commission to be in conflict with the best use of a park.

2.2 City Tree Removal Permit Process

- a) Applications for a City Tree Removal Permit shall be filed with the Department of Public Works, attention of the Urban Forester or by the Urban Forester on the prescribed form.
- b) The Parks and Recreation Commission may approve or deny an application for a City Tree Removal Permit in a public meeting conducted in accordance with the public notice and meeting procedures described in this policy.

2.3 Application Requests from Property Owners:

Only the owner of the property that fronts the City Tree is eligible to apply for a City Tree Removal Permit.

- a) Application requests shall be reviewed by the Urban Forester within fourteen (14) calendar days of receipt.
- b) Within thirty (30) calendar days the Urban Forester will examine the subject City Tree, the surrounding improvements, and if applicable, the Department of Public Works' records in regards to the tree for conformance with the criteria specified under Section



City of Albany Street Tree Inspection / Staff Report

Tree Location: 926 Polk st Tree # (direction of traffic): 1

Species: Camphor - #: 1 16" dbh 30' ht

Assignment: Review trees and provide recommendations for:
 Removal - Pruning - Sidewalk Repair - Root Pruning

Summary

Property owner applied for removal due to sidewalk lifting

Observations

sidewalk is lifted and ramped from one large root.

Tree Descriptions

Health: fair to good

Structure: fair to good

Discussion

sidewalk repair may be possible to save the tree, sidewalk is lifted only in one spot, no record of previous sidewalk repair

Fiscal impact: Cost of removal estimated at \$1,800.00

Recommendations

remove tree due to fair condition and sidewalk damage

Inspected by: John Hawkridge, Urban Forester, ISA Certified Arborist WE-3063AU

Date: 2017-03-23

Photos taken

TREE CONDITION EVALUATION FORM

location:	926 Polk St		
species:	Camphor	Evaluator:	John Hawkrige
dbh/ht:	16" x 30'	Date:	3/23/2017

✓	<i>Factor</i>	<i>Comments</i>	<i>Points</i>
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minor problems/concerns (1 point) - major problems (2 points) - extreme problems (3 points)

ROOTS

Root anchorage	none		
Restricted root system relative to canopy	spilling over curb and sidewalk		1
Mechanical injury	none		
Girdling roots	none		
Compaction or water-logged roots	none		
Presence of insects or diseases	none		
Condition points			1

TRUNK

Sound bark and wood, no cavities	none		
Upright trunk (well tapered)	none		
Included bark between co-dominant stems	none		
Mechanical or fire injury	none		
Cracks	none		
Swollen or sunken area	none		
Presence of insects and diseases	none		
Condition points			0

LIMB AND BRANCH STRUCTURE

Strong attachments, no included bark	none		
Free of decay and cavities	none		
Well proportioned, good form	none		
Wound closure	none		
Dead limbs/epicormic sprouting	some small dead limbs/dieback		1
Presence of decay, insects and diseases	none		
Condition points			1

TREE CONDITION EVALUATION FORM

TWIGS

Shoot vigor	none	
Presence of weak or dead twigs	several dead branches throughout tree	2
Presence of insects and diseases	none	
Condition points		2

FOLIAGE

Normal appearance (size, color, density)	thinning	1
Nutrient deficiencies	none	
Herbicidal, chemical injury symptoms	none	
Wilted or dead leaves	none	
Presence of insect or disease	none	
Condition points		1
Total Condition Points		5

INFRASTRUCTURE CONFLICTS

Gas	none	
Water		
Sewer	none	
Sidewalk / Pedestrian	ramping, some cracks	2
Curb	cracks	1
Street (asphalt)	none	
Powerlines	primary (hi-voltage) overhead	1
Vehicles /parking zone / bus zone	none	
Traffic Signal/Stop Sign / other signs	signs on both sides of tree	1
Building contact	none	
	none	
Total Infrastructure Points		5

TREE SUMMARY and additional comments (photos and further comments, if any, on separate page):	Total Points	<u>10</u>
<p>Property owner applied for removal due to sidewalk lifting. According to the owners son, a 6 year old fell and broke her arm. The tree is in fair to good condition, the sidewalk is ramped up, but sidewalk repair with root pruning may save the tree.</p>		

This evaluation does not incorporate wood density of the root collar and is an evaluation of the tree's canopy from the ground surface only.

Tree condition is taken into account along with any infrastructure conflicts to determine viability of removal.

926 Polk – sidewalk ramping



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Urban Village by the Bay

City of Albany
FEB 28 2017
Community Development

Non-Emergency City Tree Removal Application

Owner's Name: CHURCH ON THE CORNER

Property Address: 1319 Solano Ave Phone: [REDACTED]

Email: [REDACTED] of trees requesting to be removed 1

No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

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- The City Tree due to its physical condition is an unacceptable risk to the City
- The City Tree has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard, and the City Tree has caused the property owner to repair the adjacent sidewalk on at least one (1) previous occasion, as proven by documentation or Urban Forester inspection.
- The City Tree is detrimental to the public safety or materially injurious to the property, improvements or utility services in the vicinity

I understand that removal of a City Tree which does not pose a clear and imminent danger to the safety of the general public requires review by the Urban Forester and the Parks & Recreation Commission at a public meeting. Application fee is \$204. Return fee and application to Community Development Department, 1000 San Pablo Ave., Albany, CA 94706

Signature: Tom Cullen Date: 2/24/17

City Action

Application #: _____ Fee Received (Receipt #): _____

Approved Declined Date: _____

March 7, 2017

Dear Mr. Hawkridge:

\$ PAID

Thank you for calling me back about our concerns about the tree in front of our church at 1319 Solano Ave.

Here's a recap of why we are making a formal petition to have the tree taken down.

On October 29, 2016 at about 2:30 pm, a very large and heavy branch of the eucalyptus tree directly in front of the church on 1319 Solano Avenue. fell heavily onto the sidewalk. Its impact was so great I could feel vibrations in my office about 25 feet away. Adding to surprise of its falling was that the day was neither rainy or windy.

Attached are pictures to help you visualize the size of the branch that fell. If someone had been walking under it at that time they surely would have been severely injured and possibly killed.

The branch that fell was neither dead or decayed. This has myself and others worried that other branches may be at risk of falling too. And I am also concerned about the alarming leaning angle of the tree. With the winter rains and winds it seems at risk for falling over.

Since our first talk about month ago, we have noticed upon closer investigation that there is also evidence of its tilt and root system causing a trip hazard to the sidewalk. And its tilt and root system is believed to have been the cause behind a leak into our basement with the recent rains. This has not happened before. The church at its expense applied sealant to the sidewalk cracks and the base of the building to prevent a recurrence of another leak. Pictures for both conditions are also attached.

On any given day there are numerous people walking under the tree every day and on some days like the Solano Stroll and Halloween on Solano there are probably a thousand or more. And with the damage the tree is causing to the sidewalk and the church's foundation. I believe that community safety and the damage the tree is causing to the church warrants it being taken down.

Thank you for your consideration of our request.



Rev. Tom Cullen, Pastor

The Breadth & Mass Of The Dropped Branch Quite Possibly Could Have Injured Multiple People



The Trunk Probably Weighed 75 lbs



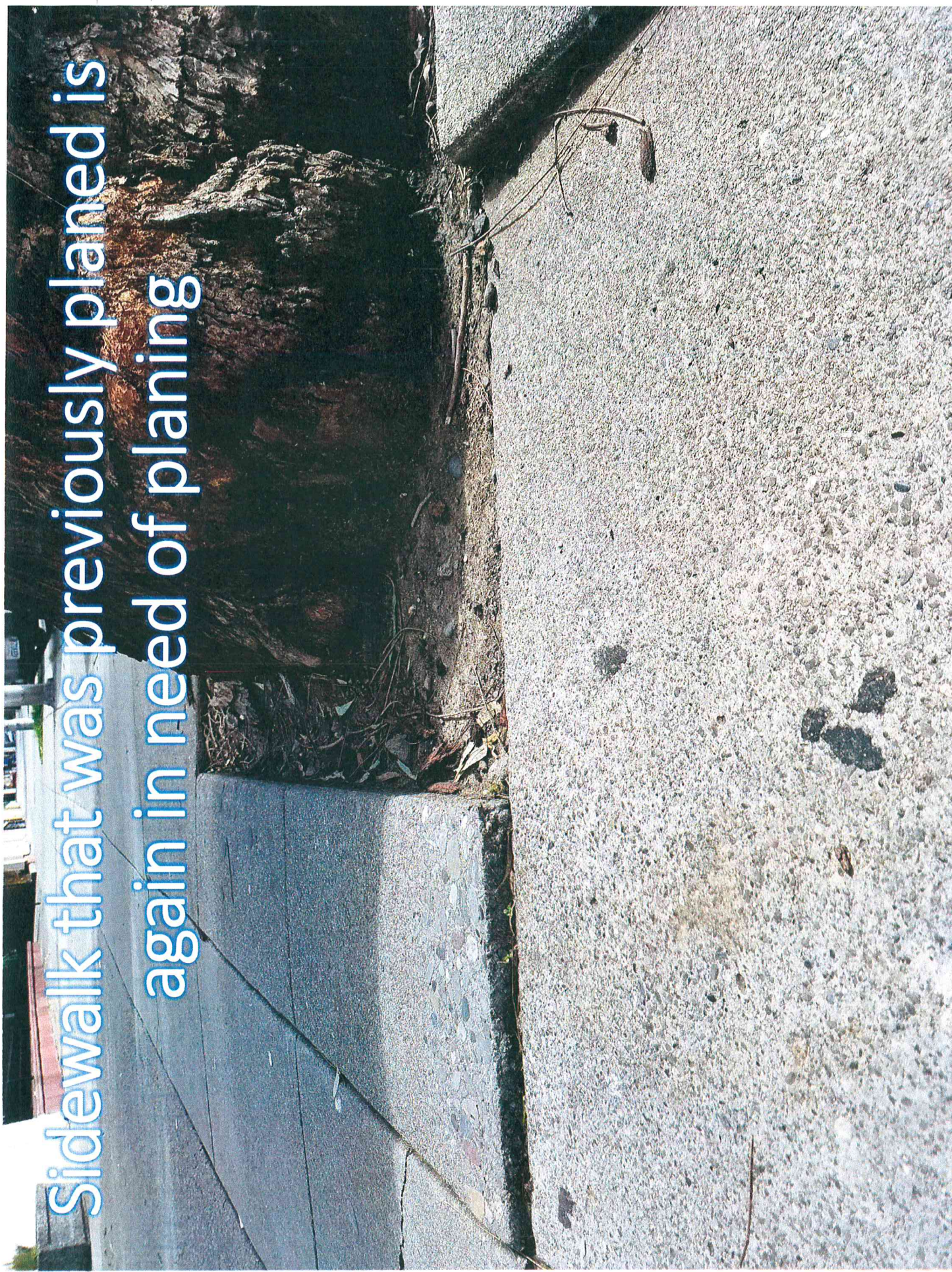
The Red Circle Shows From Where The Branch Fell About 25' Up



The Tree Has A Concerning List



Sidewalk that was previously planed is
again in need of planing



First ever basement leak in the area 4"
adjacent to the tree had to be patched due
to pressure the tree is putting on the
sidewalk & the church's foundation





City of Albany Street Tree Inspection / Staff Report

Tree Location: 1319 Solano Tree # (direction of traffic): 1

Species: Eucalyptus nicholii - #: 1 36" dbh 40' ht

Assignment: Review trees and provide recommendations for:
 Removal - Pruning - Sidewalk Repair - Root Pruning

Summary

Property owner applied for removal due to sidewalk damage and limb that broke out in October 2016.

Observations

The tree dropped a large limb in October / Most of the weight leans out over Solano Ave. / Roots are cracking and lifting the sidewalk, there has been some fairly recent sidewalk repair.

Tree Descriptions

Health: good

Structure: fair

Discussion

Mature tree leaning out over Solano Ave. Overall tree health is good, but due its location removal might be best option.

Fiscal impact: Cost of removal estimated at \$3,000.00

Recommendations

Remove tree due to age, lean and proximity to pedestrian and vehicle traffic

Inspected by: John Hawkridge, Urban Forester, ISA Certified Arborist WE-3063AU

Date: 2017-03-23

Photos taken

TREE CONDITION EVALUATION FORM

location:	1319 Solano Ave		
species:	Eucalyptus nicholii (Willow Leaf Peppermint)	Evaluator:	John Hawkridge
dbh/ht:	36" dbh x 40' ht	Date:	3/20/2017
✓	<i>Factor</i>	<i>Comments</i>	<i>Points</i>
minor problems/concerns (1 point) - major problems (2 points) - extreme problems (3 points)			
ROOTS			
Root anchorage	none		
Restricted root system relative to canopy	overgrown tree basin		1
Mechanical injury	none		
Girdling roots	none		
Compaction or water-logged roots	none		
Presence of insects or diseases	none		
Condition points			1
TRUNK			
Sound bark and wood, no cavities	none		
Upright trunk (well tapered)	lean towards street		2
Included bark between co-dominant stems	none		
Mechanical or fire injury	none		
Cracks	none		
Swollen or sunken area	none		
Presence of insects and diseases	none		
Condition points			2
LIMB AND BRANCH STRUCTURE			
Strong attachments, no included bark	none		
Free of decay and cavities	none		
Well proportioned, good form	none		
Wound closure	stub from recent limb failure		2
Dead limbs/epicormic sprouting	none		
Presence of decay, insects and diseases	none		
Condition points			2

TREE CONDITION EVALUATION FORM

TWIGS

Shoot vigor	none	
Presence of weak or dead twigs	some dead branches	1
Presence of insects and diseases	none	
Condition points		1

FOLIAGE

Normal appearance (size, color, density)	none	
Nutrient deficiencies	none	
Herbicidal, chemical injury symptoms	none	
Wilted or dead leaves	none	
Presence of insect or disease	none	
Condition points		0
Total Condition Points		6

INFRASTRUCTURE CONFLICTS

Gas	none	
Water	none	
Sewer	none	
Sidewalk / Pedestrian	some lifting and cracking	2
Curb	curb is gone in parts and cracked in others	2
Street (asphalt)	some cracking, lean over street is a concern	2
Powerlines	none	
Vehicles /parking zone / bus zone	lean over street and diagonal parking area	2
Traffic Signal/Stop Sign / other signs	none	
Building contact	some minor branch contact, roots may be causing problems	1
	none	
Total Infrastructure Points		9

TREE SUMMARY and additional comments (photos and further comments, if any, on separate page):	Total Points	<u>15</u>
<p>The tree dropped a large limb in October / Most of the weight leans out over Solano Ave. / Roots are cracking and lifting the sidewalk, there has been some fairly recent sidewalk repair.</p>		

This evaluation does not incorporate wood density of the root collar and is an evaluation of the tree's canopy from the ground surface only.

Tree condition is taken into account along with any infrastructure conflicts to determine viability of removal.

1319 Solano



**CITY OF ALBANY
PARKS AND RECREATION COMMISSION
STAFF REPORT**

Agenda Date: April 13, 2017

SUBJECT: Measure WW Project: Dartmouth Tot Lot

REPORT BY: Chelle Putzer, Recreation and Community Services Director

RECOMMENDATION

That the Commission approve the plan for the Dartmouth Tot Lot improvements.

BACKGROUND

Measure WW passed in 2008 allocating funding to cities based on population. Measure WW funds are to be used for capital projects to support land and facilities for recreational activities and services. The City of Albany received \$771,363 and had an available balance of \$549,127.

In April of 2015, the Parks & Recreation Commission began developing a priority project list for the unallocated Measure WW funds of \$549,127. Measure WW funds are set to expire December 31, 2018 and applications for projects were due March 31, 2016. In setting priorities, the Commission considered project readiness and feasibility, extent of use, and recreation needs of the community. Projects ideas came from community input, Friends of Albany Parks events, various city master planning documents, the Commission and staff. The Commission and staff worked together to create a project list with cost estimates at their April, May and July meetings in 2015. The list included the following projects:

1. Memorial Park Improvements: Bathroom renovation, expand and enhance tot playground, improve lighting, seating and park entry
2. Ocean View Park: Convert grass area behind picnic into Bocce Court and add a bike/ped connector path to UC Village
3. Dartmouth Tot Lot: Replace fencing and drinking fountain, add park sign and solar trash can
4. Ohlone Greenway: add amenities such as fitness trail, public art, fruit/nut trees, senior area, improve signage and seating
5. Key Route Median Path: Add a walking path from Solano to Brighton
6. Shrine Pocket Park: Expand and improve the area around the Shrine to create a civic space and improve dedication plaques

In August of 2015, staff submitted a list of all the proposed projects to be included in the Capital Improvement Plan (CIP) for Fiscal years 2016-2020 and funding sources were identified for all of the projects on the Parks & Recreation Commission's list using a combination of Measure WW and other available funding sources. The CIP was presented to and approved by the City Council on October 6, 2015. Measure WW project applications were submitted to the East Bay Regional Park District (EBRPD)

in March 2016 and those applications were approved in June of 2016. City Council also approved a revised CIP program on December 19, 2016.

Projects that were approved by the Parks and Recreation Commission, City Council and EBRPD for Measure WW funding are:

1. Memorial Park Improvements: (FY 2016 & 2017): \$155,000: MWW, 801 Rec Reserve
2. Ocean View Park: (FY 2016): \$42,000: MWW
3. Dartmouth Tot Lot: (FY 2017): \$24,000: MWW
4. Ohlone Greenway: (FY 2016 & 2017): \$381,607: MWW, 801 Rec Reserve

DISCUSSION

The Dartmouth Tot Lot Improvements that were approved include: new black fencing around the front of the park, replace the old drinking fountain, add a Big Belly solar can, and install a park sign like the one at Terrace Park.

A Big Belly can was relocated from Ocean View Park and was installed in the Tot Lot last summer. The Public Works Department recently removed the old drinking fountain that was not operable and installed in a location that was too close to the walkway and at the height of toddler heads (many complaints of children hitting their heads on the fountain). The drinking fountain will need to be replaced, relocated and connected to the sewer line. The new black mesh fencing will be replaced around the front of the park, existing poles will be painted black and the front of the cement pad will be repainted (grey).

Separately, a group of Tot Lot users sent a letter to the Community Development Department requesting that a small bathroom be installed at the park. A bathroom in the park would be convenient for the park users who must leave the park to find a nearby public restroom. The Commission should open the discussion of installing a restroom so that users of the park and neighbors of the park can give their input into the idea. The initial estimate of adding a single stall bathroom to the park is approximately \$35,000 and there is currently no funding for a bathroom to be installed at the park.

FINANCIAL IMPACT

The Dartmouth Tot Lot improvement budget is \$24,000 of Measure WW funds.

ATTACHMENTS:

1. Dartmouth Tot Lot Images
2. Park User Letter





To whomever it may concern,

March 10th, 2017

We, a collective of parents and child-care providers are writing to urge you to take action towards supporting our time spent at the ToT Lot park in Albany.

Location: Dartmouth Tot Lot
1101 Talbot Avenue
Albany, California 94706

Our simple request is to have a Public Restroom installed in the park or right next to it. A Porta Potty would be sufficient. We, and our children spend many hours playing at this wonderful park and naturally must use the restrooms from time to time. As there is no public facility near by we are often frustrated or even deter from going to this wonderful location. We would also hope to have the water fountain fixed at this location.

Thank you so much for your support in this endeavor,

Loving ToT Lot community.

Signatures:

Vera Inoue - Terris
Lourdes Manuel
Senait Keleta
Corina Enyoy
Chime Okamo
Gulub Gut
L. Cortez

U.I.
S.F.
Diane

Rosa Anderson
CARMEN BERMUDEZ
Sarah Vaadia
PATRICIA LEON
G.

Lilia Rivera
Suzanne Tanguid
M. Vasquez

If you would like to respond you may do so through our representative mother:

Sarah Vaadia

bijole@gmail.com

*Even better if we would simply like to see it happen!

Thank you.

To Families: Send to City of Albany, 1000 San Pablo Ave., Albany, CA 94706
Or return to Sarah Vaadia (Oli's mother).

To whomever it may concern,

RECEIVED APR 06 2017

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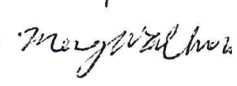

Thank you so much for your support in this endeavor,

Loving ToT Lot community.

Sarah Landau 

Signatures:

Vera Moore-Terris 
Atika Salhi 
Sana Gharera 
Oliya Medvedeva 
Lupincha Jmz
Jathana Salvador 

Lily Lin
Sarah Vaadia
Emily South
Meng-wan Chou 
QINCI YU
Neway Dalra 

If you would like to respond you may do so through our representative mother:

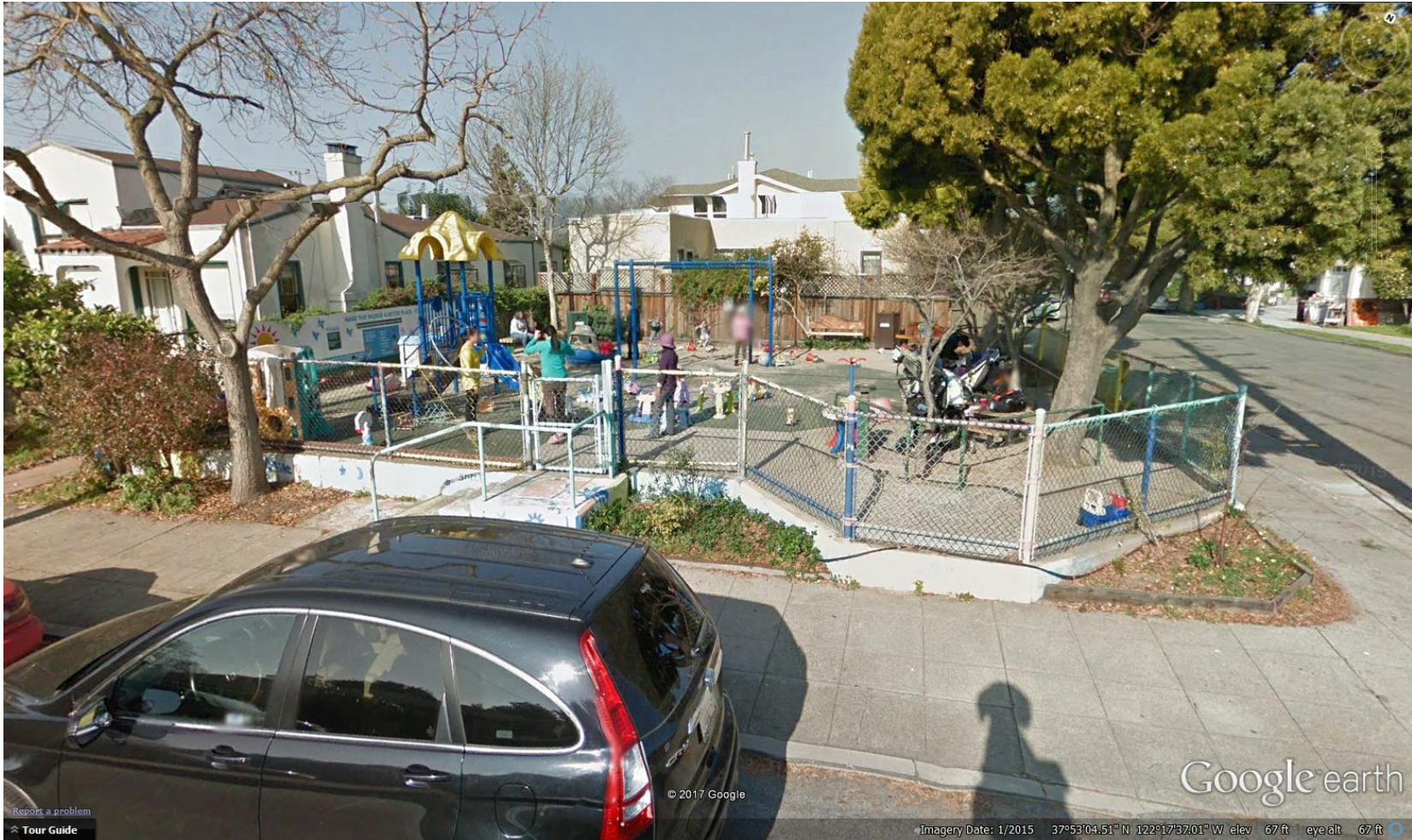
Sarah Vaadia

bijole@gmail.com

*Even better if we would simply like to see it happen!

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[Report a problem](#)

[Tour Guide](#)

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Google earth

Imagery Date: 1/2015 37°53'04.51" N 122°17'37.01" W elev 67 ft eye alt 67 ft



CITY TREE REMOVAL POLICY AND PROCEDURES

Definitions:

For this policy, “City Tree” refers to any tree on public property owned by the City of Albany with a diameter of at least three (3) inches and at a point of at least four (4) feet from the ground.

For this policy, “Urban Forester” refers to the Department of Public Works Urban Forester or an authorized designee from the Public Works Department.

Purpose:

This policy provides guidelines for City Tree removals. It shall be applied with the following considerations:

1. Acknowledges the benefits that City Trees provide to all residents of the City, and
2. Preserves the City’s urban forest by retaining existing City Trees whenever possible.

Section 1: Emergency City Tree Removal

- a) Any City Tree, which poses a clear and imminent danger to the safety of the general public as determined by the Urban Forester, may be removed without the prior notice or issuance of a City Tree Removal Permit.
- b) Any City Tree, which is removed as an Emergency City Tree Removal, shall be reported in writing within 60 (sixty) days to the Recreation and Community Services Director who will report to City Council and to the Parks and Recreation Commission.
- c) Any City Tree, which is removed as an Emergency City Tree Removal, shall be replaced by the City. The City will cover the cost of emergency tree removal and replacement.

Section 2: Non-Emergency City Tree Removal

Any City Tree which does not pose a clear and imminent danger to the safety of the general public as determined by the Urban Forester shall not be removed without the issuance of a City Tree Removal Permit as approved by the Parks and Recreation Commission pursuant to the following procedures:

2.1 Non-Emergency City Tree Removal Criteria

No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

- a) The City Tree is determined by the Urban Forester to be damaged, diseased, or borer infested beyond reclamation.
- b) The City Tree, due to its own physical condition, is determined by the Urban Forester to be an unacceptable risk to the City.
- c) The City Tree, at the time of the request for removal, has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard and the City Tree has caused the property owner to repair the subject sidewalk on at least one (1) previous occasion, as proven by documentation or determined by the Urban Forester's inspection.
- d) The City Tree, at the time of sidewalk repair, is determined by the Urban Forester to require severing of roots that will either cause immediate death or instability to the tree. Additionally, it has been determined by the Parks and Recreation Commission that alternatives of realigning the sidewalk or other practices in order to retain the tree are neither reasonable nor cost-effective.
- e) The City Tree is determined by the Parks and Recreation Commission or the Urban Forester to be detrimental to the public safety or materially injurious to the property, improvements, or utility services in the vicinity.
- f) The City Tree has been identified for removal as part of a City-approved project and/or has been determined by the Parks and Recreation Commission to be in conflict with the best use of a park.

2.2 City Tree Removal Permit Process

- a) Applications for a City Tree Removal Permit shall be filed with the Department of Public Works, attention of the Urban Forester or by the Urban Forester on the prescribed form.
- b) The Parks and Recreation Commission may approve or deny an application for a City Tree Removal Permit in a public meeting conducted in accordance with the public notice and meeting procedures described in this policy.

2.3 Application Requests from Property Owners:

Only the owner of the property that fronts the City Tree is eligible to apply for a City Tree Removal Permit.

- a) Application requests shall be reviewed by the Urban Forester within fourteen (14) calendar days of receipt.
- b) Within thirty (30) calendar days the Urban Forester will examine the subject City Tree, the surrounding improvements, and if applicable, the Department of Public Works' records in regards to the tree for conformance with the criteria specified under Section

2.1. Findings from such review shall be documented in the Urban Forester's Staff Report to the Recreation and Community Services Director.

- c) Recreation and Community Services Director shall provide the application and accompanying Urban Forester Staff Report to the Parks and Recreation Commission.

2.4 Application Requests from City Departments:

- a) Applications for a City Tree Removal Permit may be directly submitted by a City Department to the Parks and Recreation Commission in cases such that the City accepts responsibility for removing and replanting the tree.
- b) Application requests shall be reviewed by the Community Development Director to ensure proper conformance with policy. Findings from such review shall be documented in a Community Development Staff Report to the Parks and Recreation Commission.
- c) Community Development staff shall provide the application and accompanying Urban Forester Staff Report to the Parks and Recreation Commission.

2.5 Public Meeting Required

- a) The Recreation and Community Services Department shall send a notice of the public meeting by mail at least fifteen (15) calendar days before the meeting to the following persons:
 - 1) The property owner having made the request (if applicable).
 - 2) Adjacent property owners within a 150-foot radius of the City Tree.
 - 3) City Council (via email).
- b) The public meeting notice shall contain not less than the following information:
 - 1) The location of the City Tree for which the removal request is made.
 - 2) The applicable criteria for Non-Emergency City Tree Removal as stated in Section 2.1.
 - 3) The date, time, and location of the public meeting of the Parks and Recreation Commission to consider the City Tree Removal Permit.

2.6 Posting of the City Tree Required

The Urban Forester shall place a public meeting notice conspicuously on the City Tree at least fifteen (15) calendar days prior to the public meeting of the Parks and Recreation Commission to consider the City Tree Removal Permit. The property owner must notify the Urban Forester if the public meeting notice is no longer visible.

2.7 Action by Parks and Recreation Commission

At a regular meeting, after considering the findings of the Urban Forester and any public testimony, the Commission shall vote to approve or deny the Tree Removal Permit. The applicant, if not at the meeting, will be notified via mail or email of the Commission's decision within ninety-six (96) hours of the meeting.

The City will be responsible for the cost of tree removal and tree replacement. The applicant will be responsible for the cost of sidewalk repair and replacement (see Section 3).

2.7.1 Vote to Approve the City Tree Removal Permit Application:

- a) By confirming the findings of the Urban Forester's Staff Report recommending approval on the City Tree Removal Application; or,
- b) By overriding the findings of the Urban Forester's Staff Report recommending denial of the City Tree Removal Application.

If the tree removal application is approved by the Commission, the tree will be replaced with a new City Tree in accordance with the City's Tree Planting Policy, wherever feasible, and not in conflict with the best planting season for the tree. The new tree will be planted within sixty (60) days of the removal of the subject tree, during the earliest possible scheduled City Tree Planting, or during a park enhancement project per an approved park plan, whichever is sooner.

2.7.2 Vote to Deny the City Tree Removal Permit Application:

- a) By confirming the findings of the Urban Forester's Staff Report recommending denial of a City Tree Removal Application; or,
- b) By overriding the findings of the Urban Forester's Staff Report recommending approval of a City Tree Removal Application.

2.8 Appeal of Parks and Recreation Commission Decision to City Council:

Appeal of the Parks and Recreation Commission's decision in regards to a City Tree Removal Permit application must be submitted to the City Council within fifteen (15) calendar days following the action of the Commission.

If an appeal is filed within the time limit specified, the City Tree shall not be removed until after the City Council has considered the appeal and approved the City Tree Removal Permit application.

The processing of the appeal shall be as follows:

1. Form of Appeal: The appeal shall be in writing on the prescribed form.

2. Appeal Fee: The appeal shall be accompanied by an appeal fee as set forth in the City's Master Fee Schedule establishing fees for City Permits and Services.

At its discretion, the City Council may consider an appeal of the Parks and Recreation Commission's decision beyond the fifteen (15) day deadline if they determine extenuating circumstances apply that prevented a timely appeal from the applicant.

No City Tree Removal Permit shall be issued until the fifteen (15) day appeal period has elapsed and no appeal has been properly filed.

2.9 Action by the City Council

The appeal of the decision by the Parks and Recreation Commission shall be heard at the earliest possible regularly scheduled Council Meeting.

Public notice of the Council meeting shall include the same notification as set forth in Sections 2.5 and 2.6.

After considering public testimony and the findings of the Urban Forester and the Parks and Recreation Commission, the City Council shall determine if the City Tree Removal Permit Application will be accepted or denied. The decision of the City Council shall be final.

Section 3: Sidewalk Repair

The property owner is responsible for arranging the sidewalk repair by a qualified contractor. That contractor, as directed by permit requirements, will contact the Urban Forester once the concrete is removed. The Urban Forester will then inspect the area and will prescribe sidewalk repair. During the tree root inspection, the Urban Forester will prescribe sidewalk repair with respect to the tree and roots. The cost of sidewalk repair, including root pruning will be borne by the property owner. If the tree is to be removed as directed by the Urban Forester, the city bears the cost of removal and replacement of the City tree. It is recommended that all sidewalk repair documentation be kept in the property owner's records.

When considering an application to remove a City Tree due to sidewalk repair, realignment of the sidewalk within the city right-of-way or use of alternative sidewalk surfaces as allowed by City ordinance must be considered before approving the removal permit application. Where realignment of the sidewalk, or an alternative sidewalk surface is practical and will save the tree (as determined by the Urban Forester and the Parks and Recreation Commission), the City Tree Removal Permit Application may be denied, and the plans for sidewalk repair will need to be reviewed by the Urban Forester to ensure preservation of the City Tree.

Section 4: Review of Policy

This policy shall be reviewed by the Parks and Recreation Commission at least once every two (2) years. Review will ensure that policy is consistent with the city's strategic plan and is in line with the purpose of this policy.

Section 5: Disclosure of Policy

This policy shall be disclosed to, and a copy provided to, all applicants of the City's Tree Planting Program and City Tree Removal

ALBANY CALIFORNIA

PUBLIC WORKS
1000 SAN PABLO AVENUE
ALBANY, CA 94706



510 524-9543 PHONE
510 524-9722 FAX
www.AlbanyCA.org/pw

Urban Village by the Bay

Non-Emergency City Tree Removal Application

Owner's Name: _____

Property Address: _____ Phone: _____

Email: _____ #of trees requesting to be removed _____

No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

- The City Tree is damaged, diseased, or borer infested beyond reclamation
- The City Tree due to its physical condition is an unacceptable risk to the City
- The City Tree has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard, and the City Tree has caused the property owner to repair the adjacent sidewalk on at least one (1) previous occasion, as proven by documentation or Urban Forester inspection.
- The City Tree is detrimental to the public safety or materially injurious to the property, improvements or utility services in the vicinity
- The City Tree has been identified for removal as part of a City-approved project and/or has been determined by the Parks and Recreation Commission to be in conflict with the best use of a park.

I understand that removal of a City Tree which does not pose a clear and imminent danger to the safety of the general public requires review by the Urban Forester and the Parks & Recreation Commission at a public meeting. Application fee is \$204. Return fee and application to Community Development Department, 1000 San Pablo Ave., Albany, CA 94706

Signature: _____ Date: _____

City Action

Application #: _____ Fee Received (Receipt #): _____

Approved Declined Date: _____