



PARKS, RECREATION & NATURAL AREAS COMMISSION

City Hall Council Chambers
1000 San Pablo Avenue, Albany, CA

AGENDA

THURSDAY, JANUARY 10, 2019, 7:00 PM

1. CALL TO ORDER / ROLL CALL

2. APPROVAL OF MINUTES: DECEMBER 13, 2018

3. PUBLIC COMMENT

For persons desiring to address the Commission on an item that is not on the agenda please note that each speaker is limited up to three (3) minutes. The Brown Act limits the Commission 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

Staff and Commission member announcements, reports and updates of status.

4-1. Thank you to Commissioners Pearson and Romero for their service

5. PRESENTATIONS

5-1. Update to Charge and Name of the Commission

Staff will provide an update the on the Council's revisions to the Commission's charge and name in the Albany Municipal Code.

Recommendation: Provide comments to staff

5-2. Codornices Creek Restoration Project Phase IV (8th Street to 10th Street)

Staff will present 75% plans for Phase IV of the Codornices Creek Restoration Project, which includes a path connection between 8th Street and 10th Street.

Recommendation: Provide comments to staff

6. STREET TREE REMOVAL APPLICANTIONS

6-1. Street Tree Removal Application for (1) one Redbud and (1) one Camphor in Terrace Park

Recommendation: That the Commission approve the Street Tree Removal application.



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7. DISCUSSION & POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:

7-1. Street Tree Removal Policy Sub-Committee

Commission will review and discuss the proposed changes to the Policy.

Recommendation: That the Commission discuss, comment and approve a final version (if ready) to be presented to Council for approval.

7-2. Dog Park Sub-Committee Update

Sub-Committee will update Commission on outreach plan and timeline.

Discussion only.

6. FUTURE AGENDA ITEMS

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

7. NEXT MEETING: Thursday, February 14, 2019 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

8. ADJOURNMENT

NOTICE

As a general policy, the Commission/Committee/Board will not begin discussion or consideration of an agenda item after 10:00 pm.

Agendas are posted for public inspection in advance of meetings at the City Hall, the Albany Community Center, and the Albany Senior Center. Agendas and supporting documents can also be found online at: www.albanyca.org. Supporting documents and any public comments received will be made available for public inspection at City Hall. If you have any questions pertaining to any agenda item or meeting procedure, please contact the City Clerk's Office at 510-528-5710 or cityclerk@albanyca.org.

Council and Commission meetings are broadcast live on KALB and streamed live on the City website and YouTube. Audio recordings of Committee meetings will be uploaded to the City website and YouTube within one week of each public meeting. Archives of past City meetings are available on the City website and YouTube. Please note that if you provide your name and address when speaking before the Committee it will become part of the official public record, which will be posted on the Internet and broadcast on KALB.

In compliance with the Americans with Disabilities Act (ADA), and State Law, if you need special assistance to participate in this meeting, please contact the City Administration Office 510-528-5710. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102.104 ADA Title II)". Upon request, we will provide written agenda materials in appropriate alternate



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formats, of disability related modification or accommodation, including auxiliary aids or services to enable individuals with disabilities to participate in public meetings. Please deliver a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Request should be sent to: cityclerk@albanyca.org or City Clerk, 1000 San Pablo Avenue, Albany, CA 94706.

The City of Albany is dedicated to maintaining its small-town ambience, responding to the needs of a diverse community, and providing a safe, healthy and sustainable environment.



PARKS AND RECREATION COMMISSION

City Hall Council Chambers
1000 San Pablo Avenue, Albany, CA

MINUTES

THURSDAY, DECEMBER 13, 2018, 7:00 PM

1. **CALL TO ORDER / ROLL CALL:** 7:00 pm; Absent: Chang Frank

2. **APPROVAL OF MINUTES:** NOVEMBER 8, 2018

Motion to approve: Commissioner Abbott

Seconded by Commissioner Sardiñas

Vote: Favor 4; Abstained 1; Motion carried (Commissioner Marten not present for vote)

3. **PUBLIC COMMENT**

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4. **ANNOUNCEMENTS**

Staff and Commission member announcements, reports and updates of status.

5. **PRESENTATIONS**

5-1. **Vegetation Management Work Plan for Albany Hill**

Information only.

6. **STREET TREE REMOVAL APPLICATIONS**

6-1. **Street Tree Removal Application for (1) one Camphor at 739 Santa Fe Ave.**

Motion to approve application: Commissioner Abbott

Second: Commissioner Pearson

Vote: Favor: All; Motion Carried

6-2. **Street Tree Removal Application for (1) one Camphor 1028 at Peralta Avenue**

Motion to approve application: Commissioner Abbott

Second: Commissioner Sardiñas

Vote: Favor: All; Motion Carried



PARKS AND RECREATION COMMISSION

City Hall Council Chambers
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7. DISCUSSION & POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:

7-1. Dartmouth Tot Lot Naming

Staff discussed informal survey of Dartmouth neighbors and Commission revisited the Commission's previous recommendation to name the park "Opal's Dartmouth Tot Lot.

Motion to not move forward with name change recommendation and approve Option A of the park sign designs for Dartmouth Street Tot Lot. Commission would like a historical plaque with a general description of the origin of the park placed at park: Vice Chair Patterson
Second: Commissioner Marten
Vote: Favor: All; Motion Carried

6. FUTURE AGENDA ITEMS

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

7. NEXT MEETING: Thursday, January 10, 2019 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

8. ADJOURNMENT: 8:00 pm

NOTICE

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ORDINANCE NO. 2019-XX

AN ORDINANCE OF THE ALBANY CITY COUNCIL UPDATING THE NAME OF THE PARK AND RECREATION COMMISSION TO THE PARKPARKS, RECREATION AND NATURAL AREAS COMMISSION AND UPDATING THE CHARGE OF THE COMMISSION TO INCLUDE NATURAL AREAS WITHIN THE CITY OF ALBANY

WHEREAS, the City Council conducted a review of all advisory bodies to the City Council on December 3, 2018; and

WHEREAS, the purpose of the review of advisory bodies to the City Council was to ensure the ongoing effectiveness and relevancy of current advisory bodies; and

WHEREAS, the City Council authorized an update to the name of the Park and Recreation Commission to the "ParkParks, Recreation and Natural Areas Commission", and the charge of the Park and Recreation Commission to include "natural areas" such as creeks, the Albany waterfront park, and Albany Hill.

NOW, THEREFORE, THE ALBANY CITY COUNCIL ORDAINS AS FOLLOWS:

SECTION 1: CHAPTER II OF THE ALBANY MUNICIPAL CODE, SECTIONS 2-12.1 - 2-12.4, TITLED "PARKS AND RECREATION DEPARTMENT, AND SECTION 2-17 TITLED "PARK AND RECREATION COMMISSION" IS HEREBY AMENDED AS FOLLOWS:

2-12.1 Established.

1 A Parks and Recreation Department is hereby created which shall be under the direction
2 of the Director of Parks and Recreation, subject to the general administrative direction of the
3 City Council and advice of the ParkParks, and Recreation and Natural Areas Commission.
(Ord. #73-010, §1; 1958 Code §2.93)

4
5 **2-12.2 Organization; Duties of Director.**

6 The Parks and Recreation Department shall consist of the Director of Parks and
7 Recreation and such other employees as the City Council may assign to such Department. The
8 Director of Parks and Recreation, subject to the approval of the City Council, shall organize and
9 maintain such divisions in such Department as the operations may in his judgment require. (Ord.
#73-010, §1; 1958 Code §2.94)

10
11 **2-12.3 Additional Duties of Director; Appointment and Term of Office.**

12 The Director of Parks and Recreation shall be responsible for the supervision and control
13 of all divisions of such department and for the performance of the functions herein assigned to
14 such department. He **The Director** shall be appointed and serve at the pleasure of the City
Council. (Ord. #73-010, §1; 1958 Code §2.95)

15 **2-12.4 Functions.**

16 The functions of the ParkParks and Recreation Department are the development,
17 maintenance and operation of the Public ParkParks and Recreation Service; the development and
18 supervision of parkParks and recreation areas, facilities, equipment and buildings; the
19 maintenance, supervision, landscaping, planting and beautification of parks, park areas, play
20 areas, public squares and areas surrounding public buildings; the planting, maintenance and
21 removal of trees, shrubs, lawns and other growth in parking areas in public streets, parks and
22 other public areas; and rendering of staff work for the providing of professional and technical
advice to the City Council and the ParkParks, and Recreation and Natural Areas Commission
and the performance of such other functions as may be assigned by the City Council or
prescribed by ordinance of the City. (Ord. #73-010, §1; 1958 Code §2.96)

23 **2-17 PARKPARKS, AND RECREATION AND NATURAL AREAS COMMISSION.**

24 **2-17.1 Established; Composition; Appointment; Term.**

25 There is hereby established within the City a commission to be known as the
26 "ParkParks, and Recreation and Natural Areas Commission of the City". The ParkParks, and
27 Recreation and Natural Areas Commission of the City shall consist of seven (7) members, as
28 follows:

1 a. Five (5) members of such Commission shall be appointed by Councilmembers;
2 each Councilmember shall appoint one (1) member to the Commission.

3 b. Two (2) members of such Commission shall be nominated by the President of
4 the Board of Education, subject, however, to approval of such nomination by a majority of
5 the Board of Education as a whole.

6 The terms of the ~~two (2)~~ members shall be for a two (2) year period. ~~and shall be~~
7 ~~staggered. To this end, the terms of the first appointments shall be: One (1) for one (1) year,~~
8 ~~and one (1) for two (2) years.~~ Each member shall serve until ~~their~~ ~~his~~ successor has been
9 appointed and qualified.

10 Such members shall be electors of the City at the time of confirmation of the
11 appointment, and no member of the Board of Education shall be eligible to serve on this
12 Commission.

13 (Ord. #58-042, §1; 1958 Code §2.40; Ord. #97-02)

14 **2-17.2 Compensation.**

15 Such Commissioners shall serve without compensation. (Ord. #58-042, §2; Ord. #75-
16 04, §2; 1958 Code §2.41; Ord. #97-02)

17 **2-17.3 Organization; Election and Term of Chair and Vice Chair ~~Chairman, Secretary,~~** 18 **~~Etc.~~**

19 The ~~Park and Recreation~~ Commission shall organize by electing from its members one
20 (1) Chair, ~~and one (1) Secretary~~ **Vice Chair** ~~and such other officers as may be deemed~~
21 ~~necessary by the Commission.~~ The Chair, ~~Secretary~~ and **Vice Chair** ~~such other officers~~ shall
22 hold office for a period of one (1) year. (Ord. #58-042, §3; 1958 Code §2.42)

23 **2-17.4 Powers and Duties.**

24 It shall be the duty of the ~~Park~~**Parks**, ~~and Recreation~~ **and Natural Areas** Commission
25 of the City to advise ~~the Superintendent of Recreation~~ and the City Council regarding all
26 matters of public recreation and all matters pertaining to parks, **natural areas including**
27 **creeks, Albany waterfront park, and Albany Hill**, street trees, parking strips, parkways,
28 squares and similar area within the City. Such Commission shall endeavor to formulate a
park~~parks~~, **recreation and natural areas** master ~~recreation~~ plan, select and propose to the
Council sites for playgrounds, make recommendations for acquisition and maintenance of
playgrounds for children and recreation centers for the public, and generally advise ~~both the~~
City Council ~~and the Superintendent of Recreation~~ in matters connected with parks, ~~and~~

1 recreation and natural areas in general. It shall be a function of the [ParkParks](#), and
2 Recreation and Natural Areas Commission of the City to promote and encourage among
3 various public and private agencies and individuals the development of such recreational
4 facilities and programs as shall benefit all citizens of the City. (Ord. #58-042, §4; 1958 Code
5 §2.43)

6 **2-17.5 Regular and Special Meetings; Notice of Special Meeting.**

7 The [ParkParks](#), and Recreation and Natural Areas Commission of the City shall hold
8 one (1) regular meeting each month, at such date or time as the Commission shall designate;
9 special meetings shall be called at any time by the Chairman of the Commission or by a
10 majority of the Commission; provided, however, that notice be given according to law for
11 special meeting. (Ord. #58-042, §5; 1958 Code §2.44; New)

12 13 **2-17.6 Quorum.**

14 Four (4) members present at any of the meetings of the [ParkParks](#), and Recreation
15 and Natural Areas Commission shall constitute a quorum for any positive action by the
16 Commission. (Ord. #58-042, §6; Ord. #75-04, §3; 1958 Code §2.45)

17 **2-17.7 Written Communications to Outside Groups.**

18 All written communications to outside groups shall be sent over the signature of the
19 Chairman or authorized officer of the [ParkParks](#), and Recreation and Natural Areas
20 Commission pertaining to the business of the **Commission**. (Ord. #58-042, §7; 1958 Code
21 §2.46)

22 **2-17.8 Rules, Policies and Procedures; ~~Minute Book~~.**

23 Rules, policies and procedures for the [ParkParks](#), and Recreation and Natural Areas
24 Commission shall be enacted by the City Council. ~~Commission as required by the~~
25 ~~Commission and such rules, policies and procedures shall be entered into the minute book of~~
26 ~~the Commission. Minutes of all meetings of the Park and Recreation Commission of the City~~
27 ~~shall be kept and copies thereof shall be forwarded to the City Council. (Ord. #58-042, §8;~~
28 ~~1958 Code §2.47)~~

SECTION 2: PUBLICATION AND EFFECTIVE DATE.



CITY OF ALBANY

MEMORANDUM

DATE: January 10, 2019
TO: Parks & Recreation Commission
FROM: Claire Griffing, Sustainability & Resilience Manager
SUBJECT: Codornices Creek Restoration Project Phase IV

STAFF RECOMMENDATION

Provide comments to staff.

BACKGROUND

The planning and implementation of the restoration of Codornices Creek between Kains Avenue to Interstate 80 has been ongoing since the late 1990's, and involves the City of Albany, the City of Berkeley, and the University of California. Lower Codornices Creek forms the boundary between the cities of Berkeley and Albany, and on the Albany side, the primary owner is the University of California (University Village).

Three phases of the restoration project, from 8th Street downstream to the railroad tracks, have been completed to date. As a result of earlier creek projects, native riparian habitats have been created. In addition, a bicycle-pedestrian shared use trail has been constructed that connects to local and regional bicycle trail networks and recreational facilities in both Berkeley and Albany. The current Capital Improvement Plan approved by the City Council in March 2018 included a partially funded project for continued restoration of Codornices Creek. Phase 4 of the project includes a trail connection from 8th Street to 10th Street and vegetation improvements. The conceptual plan for Phase 5, between San Pablo and 10th Street, includes removal of a culvert underneath 10th Street, construction of a pedestrian bridge to maintain pedestrian and bicycle access from Albany to Berkeley on 10th Street, and a full ecological creek restoration project in the creek channel adjacent to Belmont Village. Phase 5 is a future project, likely to be funded by grants.

ANALYSIS

City staff have been working with Restoration Design Group (RDG) to develop plans for Phase 4 of the Codornices Creek Restoration Project, which includes a bicycle and pedestrian shared-use path from 8th to 10th Streets, a crossing at 8th Street to link to the Phase 3 project, and minor vegetation improvements. The trail is designed to be a low stress bicycle facility. When the Little League fields are in active use, the mix of pedestrians and attendees will require that bicyclists travel at low speeds or dismount.

Staff completed a site walk with RDG in June, followed by a kick-off meeting with stakeholders that are active in the project area, including an adjacent property owner, Ecocity Builders, Friends of Five Creeks, Albany Little League, and UC Village.

Out of these discussions, a concept plan was developed. Some of the design considerations that guided the development of the plan include:

- Close a gap in the creek shared use path between 8th Street and 10th Street;
- Improve accessibility to the creek and the Little League fields;
- Eliminate chain-link fencing between the trail and the creek (baseball field fencing would remain)
- Minimize impact on Albany Little League facilities;
- Maintain truck access and parking for UC village staff and maintenance center;
- Avoid, where possible, impacts on healthy trees and areas restored in 1990s by citizen volunteer groups;
- Keep all improvements above top of bank of Codornices Creek in order to avoid complex state and federal permitting requirements.

A 60% plan set was reviewed by environmental, transportation, and public works staff at the cities of Albany and Berkeley as well as UC over the past few months. A second round of input was also solicited from stakeholders that are currently active in the project area at a meeting in November, and an additional site walk has been scheduled to discuss the best way for the trail to pass to the south the Little League fields. The attached 75% plans reflect this stakeholder input.

The plans include a raised crosswalk at 8th Street in the City of Berkeley to connect to the existing trail to the west. The 10-foot wide ADA compliant trail will continue east along the existing dirt trail route, along the southern edge of the UC Village staff parking lot, and to the south of the Little League fields. Existing fencing along the creek will be replaced with a split-rail fence to improve sightlines, and an interpretive feature will be placed near the Little League fields. The plans retain existing trees where possible.

The City Council discussed the project in conjunction with other creek-related maintenance activities at their meeting on Monday, December 17, 2018, and the Traffic & Safety Commission reviewed the plans at their meeting on Tuesday, December 18, 2018. Public comments received include concerns about right angle turns and logs near the trail potentially causing difficulty for cyclists, and requests for bike racks and more room for a running path.

RDG will complete 90% plans in late January, and 100% plans in April, along with specifications and estimates.

ATTACHMENTS

1. Codornices Creek Phase IV 75% Plans



Staff Report / City of Albany Street Tree Inspection

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

Tree Location: Terrace Park Tree # (direction of traffic): 461

Species: Camphor (1) - 40' ht, 26" dbh Photos taken

Staff Recommendation:

Remove and replace with Zelkova

Fiscal impact: Cost estimated at \$2,200.00

Tree Description:

Health: poor

Structure: fair

Site Description:

on east edge of park near middle of the field

Discussion:

Pros: large tree

Cons: major dieback of limbs and branches, decay cavity in the trunk, dead top, end heavy limbs, 60% of live foliage is epicormic growth, root crown scar, compacted soil, sidewalk damage

Summary:

Tree meets Emergency City Tree Removal Criteria:

Tree meets Non-Emergency City Tree Removal Criteria: a) b) c) d) e) f)

Inspected by: Aaron Wang, ISA Certified Arborist, ISA Tree Risk Assessment Qualified individual, Consulting Arborist with Tree Management Experts

Date: 2018-10-30

TREE HAZARD EVALUATION FORM

Site Address: Terrace Park
Assessment Date: 10/30/18
Property Owner's Name: City of Albany public private
Arborist's Name: Aaron Wang - ISA Tree Risk Assessment Qualified individual, Tree Management Experts - Contractor's License #885953 C61/D49 Tree Service

ISA Certified Arborist No.: _____

Requested by: City Property Owner
Attachments: site plan photographs other Tree Risk Assessment for Terrace Park

Tree Risk Assessment (standard ANSI A300 (Part 9)-2017 Tree Risk Assessment) level:

- Level 1: Limited visual assessment of an individual tree or population of trees
 Level 2: A 360-degree visual evaluation of a tree where the crown, trunk, trunk flare, above-ground roots, and site conditions are evaluated in regards to targets.
 Level 3: Any risk assessment that would exceed the Level 2 category including aerial assessments, decay detection through drilling or tomography, and root crown examinations.

TREE CHARACTERISTICS

Tree #: 461 Species: Camphor # of Trunks: 1

DBH: 26" Height: 40' Crown Spread: 40'

Form: generally symmetric minor asymmetry major asymmetry stump sprout

Crown Class: dominant co-dominant intermediate suppressed

Live Crown Ratio: 50%

Age Class: young semi-mature mature over-mature/senescent

Foliage Density: dense normal sparse none (seasonal) none (dead)

Vigor: high normal low

Annual Shoot Growth: excellent average poor

Twig Dieback? yes no

History of Failure? no yes, explain: _____

Woundwood Development: excellent average poor none

Epicormic Sprouts? yes no

Known or Suspected Insect Infestation or Disease: fungal decay in trunk

Special Value: specimen heritage/historic wildlife unusual street tree

screen shade CA Native Flowering Fruiting other: _____

SITE CONDITIONS

Site Character: residence commercial school park open space natural median

Irrigation: unknown none adequate inadequate excessive trunk wet

Site Changes: unknown none grade change root impacts other _____

Soil: limited volume saturated shallow compacted pavement over roots ___%

Describe: _____

Topography: flat slope ___% **Prevailing Wind Direction:** _____

Common Weather: strong winds fog sun heavy rain _____

Wind Exposure: single tree below canopy above canopy recently exposed

edge of stand windward area prone to windthrow _____

TARGET POTENTIAL

Primary Target(s): building parking traffic pedestrian recreation landscape

hardscape small features utility lines other _____

Distance to Target: 20' **Can Target Be Moved?** yes no **Can Use Be Restricted?** yes no

Occupancy Rate: rare occasional frequent constant

TREE DEFECTS

Describe the Defective Part(s) and Conditions of Concern –

Crown/Branches: cracks lightening damage oozing sap included bark galls hollows

other branch dieback, dead top

Trunk: missing/abnormal bark codominant stems included bark cracks ooze

visible decay lean ___ degrees; corrected? ___ cankers mushrooms/conks;

describe species, quantity, and distribution of fruiting bodies _____

other _____

Roots and Root Collar: root collar buried root plate lifting damaged roots visible decay

ooze cavity mushrooms; species, quantity, and distribution of fruiting bodies _____

other crown scar

Inspection Limitations: None Visibility Access Vines Other _____

RISK CATEGORIZATION

Matrix 1. Likelihood Matrix

Likelihood of Failure	Likelihood of Impact			
	Very Low	Low	Medium	High
Imminent	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat	<input type="checkbox"/> Likely	<input type="checkbox"/> Very Likely
Probable	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input checked="" type="checkbox"/> Somewhat	<input type="checkbox"/> Likely
Possible	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat
Improbable	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely

Matrix 2. Risk Rating Matrix

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> High	<input type="checkbox"/> Extreme
Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> High	<input type="checkbox"/> High
Somewhat Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Moderate
Unlikely	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Low

Overall Tree Risk Rating: Low Moderate High Extreme

HAZARD ABATEMENT

Treatment: remove tree remove defective part other _____

Replace Tree? no; reason: _____

yes, recommended species Zelkova

Potential Impacts to Adjacent Trees: none exposure leave stump grind stump

Other issues/recommendations: _____



Staff Report / City of Albany Street Tree Inspection

Assignment: Review trees and provide recommendations for:

Removal Pruning Sidewalk Repair Root Pruning Planting

Tree Location: Terrace Park Tree # (direction of traffic): 466

Species: Redbud (1) - 15' ht, 4" dbh Photos taken

Staff Recommendation:

remove and replace in a new location

Fiscal impact: Cost estimated at \$500.00

Tree Description:

Health: dead

Structure: poor

Site Description:

on west side of park near picnic tables, in shade of larger Maple tree

Discussion:

Pros: none

Cons: dead tree near picnic tables, located in shade of larger tree

Summary:

Tree meets Emergency City Tree Removal Criteria:

Tree meets Non-Emergency City Tree Removal Criteria: a) b) c) d) e) f)

Inspected by: Aaron Wang, ISA Certified Arborist, ISA Tree Risk Assessment Qualified individual,
Consulting Arborist with Tree Management Experts

Date: 2018-10-30

TREE HAZARD EVALUATION FORM

Site Address: Terrace Park
Assessment Date: 10/30/18
Property Owner's Name: City of Albany public private
Arborist's Name: Aaron Wang - ISA Tree Risk Assessment Qualified individual, Tree Management Experts - Contractor's License #885953 C61/D49 Tree Service

ISA Certified Arborist No.: _____

Requested by: City Property Owner
Attachments: site plan photographs other Tree Risk Assessment for Terrace Park

Tree Risk Assessment (standard ANSI A300 (Part 9)-2017 Tree Risk Assessment) level:

- Level 1: Limited visual assessment of an individual tree or population of trees
 Level 2: A 360-degree visual evaluation of a tree where the crown, trunk, trunk flare, above-ground roots, and site conditions are evaluated in regards to targets.
 Level 3: Any risk assessment that would exceed the Level 2 category including aerial assessments, decay detection through drilling or tomography, and root crown examinations.

TREE CHARACTERISTICS

Tree #: 446 Species: Redbud # of Trunks: 1

DBH: 4" Height: 15' Crown Spread: 10'

Form: generally symmetric minor asymmetry major asymmetry stump sprout

Crown Class: dominant co-dominant intermediate suppressed

Live Crown Ratio: 0%

Age Class: young semi-mature mature over-mature/senescent

Foliage Density: dense normal sparse none (seasonal) none (dead)

Vigor: high normal low

Annual Shoot Growth: excellent average poor

Twig Dieback? yes no

History of Failure? no yes, explain: _____

Woundwood Development: excellent average poor none

Epicormic Sprouts? yes no

Known or Suspected Insect Infestation or Disease: none

Special Value: specimen heritage/historic wildlife unusual street tree

screen shade CA Native Flowering Fruiting other: _____

SITE CONDITIONS

Site Character: residence commercial school park open space natural median

Irrigation: unknown none adequate inadequate excessive trunk wet

Site Changes: unknown none grade change root impacts other _____

Soil: limited volume saturated shallow compacted pavement over roots ___%

Describe: _____

Topography: flat slope ___% **Prevailing Wind Direction:** _____

Common Weather: strong winds fog sun heavy rain _____

Wind Exposure: single tree below canopy above canopy recently exposed

edge of stand windward area prone to windthrow _____

TARGET POTENTIAL

Primary Target(s): building parking traffic pedestrian recreation landscape

hardscape small features utility lines other _____

Distance to Target: 10' **Can Target Be Moved?** yes no **Can Use Be Restricted?** yes no

Occupancy Rate: rare occasional frequent constant

TREE DEFECTS

Describe the Defective Part(s) and Conditions of Concern –

Crown/Branches: cracks lightening damage oozing sap included bark galls hollows

other dead

Trunk: missing/abnormal bark codominant stems included bark cracks ooze

visible decay lean ___ degrees; corrected? ___ cankers mushrooms/conks;

describe species, quantity, and distribution of fruiting bodies _____

other dead

Roots and Root Collar: root collar buried root plate lifting damaged roots visible decay

ooze cavity mushrooms; species, quantity, and distribution of fruiting bodies _____

other girdling

Inspection Limitations: None Visibility Access Vines Other _____

RISK CATEGORIZATION

Matrix 1. Likelihood Matrix

Likelihood of Failure	Likelihood of Impact			
	Very Low	Low	Medium	High
Imminent	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat	<input checked="" type="checkbox"/> Likely	<input type="checkbox"/> Very Likely
Probable	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat	<input type="checkbox"/> Likely
Possible	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat
Improbable	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely

Matrix 2. Risk Rating Matrix

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> High	<input type="checkbox"/> Extreme
Likely	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> High	<input type="checkbox"/> High
Somewhat Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> Moderate
Unlikely	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Low

Overall Tree Risk Rating: Low Moderate High Extreme

HAZARD ABATEMENT

Treatment: remove tree remove defective part other _____

Replace Tree? no; reason: _____

yes, recommended species TBD - different location in park

Potential Impacts to Adjacent Trees: none exposure leave stump grind stump

Other issues/recommendations: _____



CITY TREE REMOVAL POLICY AND PROCEDURES (DRAFT)

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 Public Works Department 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. The Urban Forester will issue an Emergency Removal Permit to the contractor performing the removal.
- b) Any City Tree, determined to be an Emergency City Tree Removal, shall be reported in writing within 30 (thirty) days to the Recreation and Community Services Director at the time of the determination. The Recreation and Community Services Director will notify the ~~Parks and Recreation Commission~~[Parks, Recreation and Natural Areas 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~~[Parks, Recreation and Natural Areas 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 dying, 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 **or significant barrier to access** and the City Tree has caused ~~the fronting property owner to repair~~ the subject sidewalk **to be repaired** on at least one (1) previous occasion within 10 years ~~(by the City or the fronting property owner)~~, as proven by documentation or determined by the Urban Forester's inspection. Additionally, it has been determined by the ~~Parks and Recreation Commission~~ **Parks, Recreation and Natural Areas Commission** that alternatives of realigning the sidewalk or other practices in order to retain the tree are not possible. (Also see Section 3: Sidewalk Repairs)
- 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.
- e) The City Tree is determined by the ~~Parks and Recreation Commission~~ **Parks, Recreation and Natural Areas 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~~ **Parks, Recreation and Natural Areas Commission** to ~~be in conflict with~~ **conflict with** the best use of a park.

2.2 City Tree Removal Permit Process

- a) Applications for a City Tree Removal Permit and application fee shall be filed with the Finance Department, attention of the Urban Forester or by the Urban Forester on the prescribed form.
- b) The ~~Parks and Recreation Commission~~ **Parks, Recreation and Natural Areas 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 Fronting 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 Public Works Department's records regarding the tree for conformance with the criteria specified under Section 2.1. Findings from such review shall be documented in the Urban Forester's Report in the ~~Parks and Recreation Commission~~Parks, Recreation and Natural Areas Commission's agenda packet. The Urban Forester Report shall include the following information: site photos, health and full description of the tree, canopy size, trunk size, permits related to tree pruning, sidewalk repairs, or sewer lateral repairs, assessment of whether tree was improperly pruned or topped, estimated cost to rehabilitate or remove the tree.

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~~Parks, Recreation and Natural Areas 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~~Urban Forester to ensure proper conformance with this policy. ~~Findings from such review shall be and~~ documented in ~~a Community Development Staff~~the Urban Forester Report to the ~~Parks and Recreation Commission~~Parks, Recreation and Natural Areas Commission.
- ~~e) 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 Urban Forester 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 fronting property owner having made the request (if applicable).
 - 2) Adjacent property owners within a 150-foot radius of the City Tree.
- 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~~Parks, Recreation and Natural Areas 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~~[Parks, Recreation and Natural Areas Commission](#) to consider the City Tree Removal Permit. The fronting property owner must notify the Urban Forester if the public meeting notice is no longer visible.

2.7 Action by ~~Parks and Recreation Commission~~[Parks, Recreation and Natural Areas 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 by the Urban Forester 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 cost of replacement tree (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. Prior to the removal of the street tree, the fronting property owner will be required to fill out the Street Tree Planting Application and pay the tree planting fee of \$104.96.

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~~[Parks, Recreation and Natural Areas Commission](#) Decision to City Council:

Appeal of the ~~Parks and Recreation Commission~~[Parks, Recreation and Natural Areas Commission](#)'s decision regarding 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~~[Parks, Recreation and Natural Areas 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~~[Parks, Recreation and Natural Areas 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~~[Parks, Recreation and Natural Areas 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

[Under Section 5610 of the California Streets and Highways Code and per Albany Municipal Code Section 14-1.5b, property owners and persons in possession of property are required to maintain adjacent public sidewalks in a safe condition. The existence of the City's Sidewalk Repair Program does not abrogate the responsibility of the property owners to maintain their frontage improvements in a safe manner.](#)

The fronting 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. 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 fronting 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 fronting 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~~[Parks, Recreation and Natural Areas 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.

If an applicant has replaced the sidewalk at least once within the past 10 years, the sidewalk has an offset of >2” and the ~~Parks and Recreation Commission~~[Parks, Recreation and Natural Areas Commission](#) has denied the Street Tree Removal Permit to save a healthy tree, and the sidewalk isn't already on the Sidewalk Repair Program list, the Commission may request the sidewalk repair will be placed in the Sidewalk Repair Program in the Group A Prioritization Category- Note: If the sidewalk was replaced previously by the City's Sidewalk Repair Program, the fronting property owner will be responsible for the cost of the sidewalk repair per the Sidewalk Repair Policy (Ordinance 2016-03).

Section 4: Review of Policy

This policy shall be reviewed by the ~~Parks and Recreation Commission~~[Parks, Recreation and Natural Areas 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

Fronting Property Owner's Name: _____

Fronting 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. As the fronting property owner, you feel that the City Street Tree meets at least one of the following criteria for removal:

- The City Tree is dying, 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 or significant barrier to access, and the City Tree has caused ~~the fronting property owner to repair~~ the adjacent sidewalk to be repaired on at least one (1) previous occasion within the last 10 years, 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. (If this box is checked, provide evidence of claim such as permits for repairs and/or assessment from licensed contractor.
- 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 conflict with the best use of a park.
~~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. ~~If the~~The Urban Forester will determine if the City Street Tree meets at least one of the above criteria, ~~then~~the application will be reviewed by the Parks, ~~&~~ Recreation and Natural Areas Commission at a public meeting. If the Street Tree Removal Application is approved, the applicant will be required to submit a Tree Planting Application and pay the Tree Planting fee of \$104.96 prior to the removal of the existing Street Tree. Street Tree Removal Application fee is \$204.

Return fee and application to Finance Department, 1000 San Pablo Ave., Albany, CA 94706

Signature: _____ Date: _____

ORDINANCE 2016-03 – EXHIBIT A

SIDEWALK REPAIR POLICY APPROVED BY ALBANY CITY COUNCIL JUNE 20, 2016

Purpose

The purpose of the Sidewalk Repair Policy is to improve continuous sidewalk passability in public right of way by repairing sidewalk damage and removing vegetation obstructions.

Legal Responsibility

Under Section 5610 of the California Streets and Highways Code and per Albany Municipal Code Section 14-1.5b, property owners and persons in possession of property are required to maintain adjacent public sidewalks in a safe condition. The existence of this program does not abrogate the responsibility of the property owners to maintain their frontage improvements in a safe manner. As part of the administration of the Sidewalk Program, city staff are to use City newsletter, web page, and outreach events to provide information to property owners regarding their responsibilities for sidewalks.

Repair Program:

The City of Albany will annually determine priority areas for repair. The City will manage and pay the entire project cost of priority sidewalk repairs. Upon completion of the repair, the City will issue a certificate of compliance that returns responsibility for all future maintenance and repair to the property owner pursuant to existing State law. The Traffic & Safety Commission will annually propose prioritization of projects to the City Council as well as review sidewalk repair criteria. As part of the scope of work for a sidewalk repair project, expenditure of funds associated with the following is authorized:

- a) relocation of shallow utility lines located within area of sidewalk repair;
- b) grinding of stumps of removed trees;
- c) replacement of soil or mulch in landscape strips as necessary to avoid a hazardous condition;
- d) repair of private driveway if necessary to maintain functionality of the existing driveway;
- e) Funding for expedited repairs in locations with occupants that have special access needs (e.g., limited mobility, special events, etc.); and
- f) Extending the length of sidewalk to be repaired beyond the area of immediate hazard in order that the repaired sidewalk can tie into an existing sidewalk in relatively good condition.

Public Notice for Repair Program

A public notice will be mailed to all property owners adjacent to proposed areas of work ten days before the Traffic and Safety Commission's review of the proposed scope of work. The notice

will advise property owners that street trees may be subject to removal and that property owners are required to cut back other vegetation in the area of work. The notice will also advise owners that work may be underway for up to two weeks, and solicit requests for information regarding occupants that may have special access needs that will affect the timing of construction.

Point of Permit Program:

The City of Albany will require that specified construction projects above \$100,000 valuation will trigger a requirement that the property owner repair the sidewalk to City specifications. The City will conduct a no-cost inspection upon application. The property owner will be responsible for all repair costs of the scope of projected project would otherwise trigger sidewalk repairs, such as sewer lateral upgrades, cross-sidewalk drains, new driveway or curb-cuts, etc.

Point of Sale Program:

The City of Albany will require that specified real property transfers will trigger a requirement that the property owner upgrade damaged sidewalk (the program will function similar to the existing sewer lateral program). The City will conduct a no-cost inspection upon application. If no repairs are necessary, a certificate of compliance will be issued that discloses that the property owner has future responsibility for all maintenance and repair.

Streetscape Improvement Projects:

For sidewalks that that are in locations with fully funded streetscape-related Capital Improvement Projects, the need for repair will be evaluated on a case by case basis. The requirement for property owner repair will be deferred or an interim safety and accessibility solution may be acceptable.

Refinements to Street Tree Program:

The City will evaluate situations where street trees are causing structural damage to sidewalks. A range of options will be considered including root pruning, enlarging tree wells, realignment or ramping of sidewalks around or over roots, or alternative paving materials that extend the functional life of the sidewalk. If a street tree that is causing damage is known to cause uplift relative to other tree species, the tree shall be removed as part of the repair project and replaced with a species not expected to damage sidewalks. City staff shall have authority to remove any tree without public notice if during construction, roots are found in locations that indicate that a new sidewalk will be damaged in the relative near future and removal of the root is determined by the City Arborist to substantially weaken the health of the tree.

T&S APPROVED PRIORITIZATION CRITERIA

- Group A: Special Access Needs
- Group B: Priority Sidewalk Network (ATP)
 - B1: Offset >2 " or Structural Failure
 - B2: Offset <2 " and $>1/2$ "
- Group C: Offset >2 " or Structural Failure
- Group D: Offset <2 " and $>1/2$ "
- Group E: Special Cases (separate list)
- Group F: Offset $<1/2$ " or minor cracking
- Ranking within group