

Haverford Township Shade Tree Commission

Meeting Minutes: Monday, January 27, 2020

Meeting took place at the Township Municipal Building.

Meeting called to order at 7:30 p.m. by Mark Pennington

Committee Attendees: Mark Pennington, Paul Davit, Doreen Saar, Jonathan Alderson, Andrew Mink, Ryan Herlinger, Joseph Celia (Township)

Absent: David Schneck

Discussion:

1. Welcome!

- Newly appointed committee member* Andrew Mink welcomed, given a brief overview of the Shade Tree Commission's mission. Andrew introduced himself and provided some background. Arborist, tree enthusiast, specialist regarding utility/power considerations.

** Joe Rastatter's 5-year term ended 12/31/2019.*

2. 2020 Officer elections

- Mark Pennington elected Chair. Paul Davit elected Vice Chair. Ryan Herlinger elected Secretary.

3. Developer plans for review

- Mark noted that there are no plans to review for January. Development on Glendale Rd and other locations likely to result in plans in the next few months.

4. Meeting Minutes

- November 2019 Meeting Minutes approved. No December minutes (meeting cancelled due to holidays).
- Ryan to send PDFs of most recent minutes to the Township (Christina Mann) for upload to the Shade Tree web page.

5. Code updates

- Mark reviewed status of our proposed changes to the code. Currently, it appears that changes to the updated code may be minimal. Change of 24" caliper to 30" (Heritage Tree width) was one possible change that is being discussed by Township Commissioners. A public meeting re: changes may be necessary.

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- Doreen noted that, once approved, there should be an effort to educate developers, Township Commissioners, and other stakeholders re: 2020 code updates. The creation of a cheat sheet was mentioned.

6. Budget

- Mark announced that the proposed increase of the Shade Tree Commission budget from \$5,000 to \$7,500 had been approved. This, in addition to the potential income from a Shade Tree Fund (part of the proposed code updates) will allow the Shade Tree Commission to increase the number of trees that can be given away during Spring/Fall Tree Giveaways* and through Tree Tenders.

** 50 trees were given away during the Fall 2019 Tree Giveaway, with a budget of \$2,100.*

7. Tree Giveaway(s)

- Discussion regarding dates, tree quantities, types of trees, process improvements (vs. Fall 2019), etc.
- It was agreed that we will plan for two Tree Giveaways in 2020 (Spring and Fall).
- Saturday, May 2 is the tentative date for Spring 2020.
- Goal is to give away 75 trees and 75 saplings (either as companion trees or stand-alone giveaways based on personal preferences of public)
 - Andrew spoke to the benefit of saplings vs. larger trees. These include better root development, longer life span, larger growth, greatly reduced cost. Disadvantages were noted as increased need to provide long-term protection (vs. mowers, children, etc.) and reduced interest by public due to size, required maintenance, etc.
- Jonathan agreed to again work with Tree Authority in Bucks County to coordinate the selection, purchase, and delivery of trees. Ryan to work with Township to handle site logistics, and Joe Rastatter to be contacted re: his successful 2019 process for publicizing and promoting the giveaway. It was noted that the submission deadline for the Spring/Summer Township newsletter had already passed.

8. Coordination and communication with the Township

- Mark noted that he had spoken with Dave Burman regarding the Shade Tree Commission's interest in better coordinating with the Township (Public Works, Parks and Recreation), Tree Tenders, and other entities re: tree plantings, removals, etc., in 2020.

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- Goal is to develop a formal plan or process to ensure better coordination of planting efforts, tree removals, resources, annual goals, etc.
- Brian Barrett (Parks and Recreation) is expected to provide Mark with a comprehensive list of Township parks, timeframe unknown. List may include a total number of trees that each park could sustain (TBD).

9. Comprehensive Tree Plan

- The group discussed the possibility of developing a comprehensive plan to help maximize tree coverage in the Township parks and/or public land. This project would likely be based on new documentation that would make use of existing materials from the Township, in combination with new data regarding current tree coverage, available space, topography, lines-of-site considerations, water runoff, tree species, tree health, local/public input re: plans for tree work, etc.
- Jonathan noted he would look into publicly accessible maps, aerial photos, and data to support this effort. Andrew noted that he would personally visit some parks and make notes regarding tree placement and coverage. Andrew also noted that he would create shareable Google-based documentation for storage of information and documents.
- It was noted that developing sample material (maps, tables, data, photos, etc.) for a single park might be advisable, and once approved, this approach could be used as template for documentation regarding all parks. A single comprehensive report could be an objective for 2020. Nothing formally agreed upon or approved yet.

10. Annual Report

- Paul agreed to take responsibility for the 2019 annual report.

Next Meeting – February 24, 2020

Haverford Township Shade Tree Commission

Meeting Minutes

4/27/2020

Due to Covid 19 restrictions, the meeting took place virtually via Zoom. The Meeting was called to order by Chair Mark Pennington.

Commission Attendees: Paul Davit, Doreen Saar, Mark Pennington

Commission Members Absent: David Schneck, Andrew Mink, Ryan Herlinger, Jonathan Alderson,

Plans to review: None at this time

Topics discussed:

1. Due to the Covid 19 restrictions no meeting was held in March and the April meeting was held virtually via Zoom.
2. The spring tree giveaway was cancelled due to Covid 19 restrictions.
3. The proposed Township tree code changes have been put on pause due to the Covid 19 restrictions.
4. The May meeting is cancelled due to the Memorial Day Holiday.

The next meeting is scheduled for Monday June 22, 2020.

Respectfully submitted by Mark Pennington

Haverford Township Shade Tree Commission

Meeting Minutes

6/22/2020

Due to Covid 19 restrictions, the meeting took place virtually via Zoom. The Meeting was called to order by Chair Mark Pennington.

Commission Attendees: Paul Davit, Doreen Saar, Mark Pennington, Andrew Mink

Commission Members Absent: David Schneck, Ryan Herlinger, Jonathan Alderson,

Guest: Commissioner Gerry Hart

Plans to review: None at this time

Topics discussed:

1. The proposed Township tree code changes were discussed and will be edited to address some concerns of the Committee. Mark Pennington will update the draft and submit it to Commissioner Hart with the hope of presenting to the Board in August.

The next meeting is scheduled for Monday July27, 2020.

Respectfully submitted by Mark Pennington

Haverford Township Shade Tree Commission

Meeting Minutes

7/27/2020

Due to Covid 19 restrictions, the meeting took place virtually via Zoom. The Meeting was called to order by Chair Mark Pennington.

Commission Attendees: Paul Davit, Doreen Saar, Jonathan Alderson, Mark Pennington

Commission Members Absent: David Schneck, Andrew Mink, Ryan Herlinger

Plans to review: None at this time

Topics discussed:

1. The proposed Township tree code changes were discussed. Mark Pennington will present an overview of the proposed changes to the Board of Commissioners on Monday August 3rd.
2. The planned fall tree giveaway was discussed relative to the restrictions related to Covid 19. Mark will contact the Township Manager Dave Burman to find out if the Township will allow us to proceed with a socially distanced giveaway. One issue is that we will require more parking lot space. Jonathan will contact The Tree Authority to find out about tree availability. If approved the plan will be to give out 100 trees in a way that will permit social distancing.
3. If the Township approves the giveaway, the Committee needs a volunteer to lead the project.

The next meeting is scheduled for Monday August 24, 2020.

Respectfully submitted by Mark Pennington

Haverford Township Shade Tree Commission

Agenda

August 24, 2020

1. Approval of minutes, status of minutes on website (no 2020 minutes on website)
2. Plan Review: Greenbriar Len
3. Code change status
4. Annual report status
5. Coordination with the Township status
6. 2021 Budget

7. 2020 Goals
 - a. Fall Tree Giveaway: we have \$7500

8. New Items

2020 Meeting Calendar

January 27

February 24

~~March 23~~ live meeting cancelled due to Coronavirus

~~April 27~~ live meeting cancelled due to Coronavirus, Zoom meeting held with Mark, Doreen, and Paul

~~May 25 (Memorial Day, cancelled)~~

~~June 22~~ live meeting cancelled due to Coronavirus, Zoom meeting held with Mark, Doreen, Andrew and Paul

July 27 live meeting cancelled due to Coronavirus, Zoom meeting held

August 24

September 28

October 26

November 23

December 28 (select alternate?)

Haverford Township Shade Tree Commission

Meeting Minutes

8/24/2020

Note: Due to COVID-19 restrictions, the meeting took place virtually via Zoom. The Meeting was called to order by Chair Mark Pennington.

Commission Attendees: Mark Pennington, Paul Davit, Doreen Saar, Jonathan Alderson, David Schneck, Andrew Mink, Ryan Herlinger, Joe Celia

Commission Members Absent: None

Additional Attendees: Vincent Sposato (Sposato Homes), Chris X, Civil Engineer

Plans to review: Greenbriar Glen

Topics discussed:

1. **Greenbriar Development.** The Greenbriar residential development plans were reviewed and discussed with Vincent Sposato (Owner of Sposato Homes), and Chris X, Civil Engineer.

There was considerable scrutiny of the submitted plans, concerns voiced about the clarity of the documentation, accuracy of the plans as related to Township Code requirements, and concerns related to the removal of multiple trees prior to this meeting (these were documented with photographs taken and shared by Paul Davit). Joe Celia clarified that several trees posed a danger to neighbors or the neighborhood in general. A request (an arborist letter) had been submitted days earlier to the Township on behalf of an adjacent property owner recommending the removal of multiple trees, in part due to weather reports of imminent high-wind storms.

Doreen noted that the lower section of the property had many damaged or dead trees that needed attention, and voiced concern over run-off issues that could occur due to construction and the removal of the trees on the higher section of the property.

It was agreed that we could NOT approve the plans as submitted. Developer agreed to add driplines to plans, review the accuracy of species listed on plans and correct where inaccurate, number the trees for easier assessment of re-submission, include report/info on lower level trees, address readability for future reviews, and review Township Code to ensure that proper number of trees (including street trees) are included.

2. **Approval of recent meeting minutes.** April, June, July.
3. **Code Revision Status (Chapter 170, Trees).** Mark provided an overview of the current status of the draft of our requested updates to the Township code. It was noted that there was a concern raised by the Township Commissioners and other entities (letters had been submitted by Merion and Llanerch golf courses) related to the section intended to prevent clear cutting and the removal of large Heritage Trees by developers, businesses, and residents.

Several options were proposed to alter the language, including excluding several large entities (Haverford College, the golf courses, etc.), removing the language entirely, scaling the language in such a way to ensure that the code was not burdensome to large entities or individual home owners, or to alter the language to specifically pinpoint development. Language to ensure that developers can't purchase a property and then later remove a large number of trees in violation of the spirit or letter of the code.

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Pros/Cons for each option were voiced, and it was decided that Mark and Paul would draft language to attempt to limit development-based clear cutting and removal of Heritage Trees (30" or greater DBH).

It was noted that the current code requires a permit for the removal of trees 24" or greater DBH, but that this is not enforced by the Township. In this respect, the new code is slightly weaker, but better aligns 'large trees' with 'heritage trees' for greater simplicity.

Doreen voiced concern that the updated code might be missing language found in the current code, and indicated that she would like to conduct a side-by-side comparison to ensure that nothing important had inadvertently been removed in the multiple iterations that have been drafted and edited by multiple parties over the previous year. Mark agreed but noted that this would have to happen before next month's meeting.

4. **Annual Report.** Doreen and Paul updated the annual report today, some edits for clarity, formatting, etc. Report was considered approved, and will be moved to Joe, Kelly Kirk, to follow proper protocols.
5. **Coordination with Township.** Better coordination with the Township was discussed. Items included a better understanding of the Township's role and plans for maintenance of "street trees" and public right of ways, tree inventory plans, clarity surrounding plantings/removals/permits, etc. A discussion or meeting with the Parks & Rec, Dept of Public Works, Tree Division, etc., might be something to necessary to better align plans, responsibilities, expectations.
6. **2021 Budget.** Agreed that the Shade Tree Commission would ask for the same budget: \$7,500.
7. **2020 Goals/Plans.** Much of this discussion focused on the tentatively planned Fall Tree Giveaway. Concerns over the logistics and safety of holding a public event with evolving state health guidelines and restrictions due to COVID-19 was the primary driver. With a relatively short window to organize, publicize, and create a process to handle sign-ups, inquiries, questions, etc., it was decided that the Shade Tree Commission did not have the manpower and expertise to handle a large event without significant input from the Township.

Mark offered to contact the Township to see if they might take lead, using the Shade Tree Commission's \$7,500 budget. If the Township can secure a large, safe site and provide significant resources for planning, communications, and day-of logistics (traffic flow being a primary concern) that a Fall Tree Giveaway is possible.

In the event that the Township cannot offer these resources, other options for 2020 were discussed, including the use of our budget to fund a partial tree inventory using 3rd party individuals, or purchasing trees to provide to the Township (Parks and Rec? CREC?) or Tree Tenders to plant on TBD public or private lands. Mark indicated he will reach out to Dave Burman, Jeanne Angell, and Peter Fleckman (Haverford CREC).

The next meeting is scheduled for Monday, September 29, 2020.

Respectfully submitted by Ryan Herlinger

PUBLIC NOTICE HAVERFORD TOWNSHIP

Shade Tree Meeting Notice is hereby given that the Shade Tree Advisory Board will hold a virtual public meeting on Monday, August 24th 2020 at 7:30 PM. The meeting will be hosted through Zoom. If you would like to view the meeting or submit a question to the Shade Tree Board, please email Joseph Celia, Codes Director at JCelia@havtwp.org. For those who want to attend virtually a zoom link will be emailed to them

Haverford Township Shade Tree Commission

Meeting Minutes

9/30/2020

Note: Due to COVID-19 restrictions, the meeting took place virtually via Zoom. The Meeting was called to order by Chair Mark Pennington.

Commission Attendees: Mark Pennington, Paul Davit, Jonathan Alderson, David Schneck, Andrew Mink

Commission Members Absent: Doreen Saar, Ryan Herlinger, Joe Celia (Township Liason)

Additional Attendees: Vincent Sposato (Sposato Homes), Chris Yohn, Civil Engineer

Plans to review: Greenbriar Lane Subdivision (revised)

Topics discussed:

1. **Approval of recent meeting minutes:** August 24, 2020.
2. **Greenbriar Lane Subdivision:** Updated and revised Greenbriar Lane residential development plans were reviewed and discussed with Vincent Sposato (Owner of Spasato Homes), and Chris Yohn, Civil Engineer.

Updated plans showed trees marked and listed by species, condition and removal requirements, including driplines around trees. Commissioner's review of revised plan indicated the requirement to plant 4 Street Trees, only 3 were shown on plan; an additional location was identified and agreed upon. Although 6 replacement trees were indicated only 3 were shown on plan in Lot 2; 3 more trees are required for Lot 1.

No tree species were indicated for the street or replacement trees. Commissioners discussed appropriate native trees such as White Oak, Willow Oak, Hickory and Black Gum (Tupelo) for rear yards and London Plane Trees for the street. It was agreed to let Developer determine exact species to plant given the caveat that of the total 10 trees required that 4 are medium size ornamentals and 6 are large shade trees.

Chris Yohn amended the plan in real time during the meeting and resubmitted. The Commission approved the resubmitted plans with above indicated changes.

3. **Code Revision Status (Chapter 170, Trees):** Mark stated that he had sent a final draft to the Board of Commissioners for review and approval. This draft included changes submitted by the Planning Committee and removed the clearing permit requirement for the removal of 6 or more trees of 6" DBH or greater. Mark is waiting to hear back from the Board.
4. **Heritage Tree Incentive Program:** There was a brief discussion on ways to highlight Heritage trees in the township. Potential goal for 2021 would be to develop a program.
5. **Tree Giveaway:** Mark and Dave updated the Commission on the Tree Giveaway planned for Saturday, November 7th. Mark is to meet with the Township on Friday, October 2 to finalize logistics and website development. Dave will work with Ryan to finalize the marketing plans. Jonathan stated that the 100 trees will be delivered on Friday, November 6th at the CREC around 2:30pm; Jonathan, Mark and Paul agreed to be there to help unload and organize the trees. Dave will schedule a follow-up meeting to finalize overall details.
6. **Procedural Issue:** Mark raised the issue of plan review timing. Joe Celia had sent and requested a developer's plan review on the day of the Shade Tree Commission meeting. Mark rejected the plan submission feeling that the Commissioners did not have adequate time to review the plan prior to

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meeting. Paul and Dave indicated that it was not past practice to review plans submitted on the day of the meeting and that there was typically a 1 week deadline for plan submission prior to plan review.

The next meeting is scheduled for Monday, October 26, 2020 via Zoom

Respectfully submitted by Paul Davit

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10/26/2020

Note: Due to COVID-19 restrictions, the meeting took place virtually via Zoom. The Meeting was called to order by Chair Mark Pennington at 7:30pm.

Commission Attendees: Mark Pennington, Paul Davit, Jonathan Alderson, Doreen Saar, David Schneck, Joe Celia (Township Liaison)

Commission Members Absent: Andrew Mink, Ryan Herlinger

Additional Attendees: Tom Thornton (Owner/Developer)

Plans to review: 1613 Pelham Avenue Subdivision

Topics discussed:

1. **Approval of recent meeting minutes:** September 30, 2020.
2. **1613 Pelham Subdivision:** Tom Thornton (owner/developer) reviewed the plans to subdivide the lot. Three trees had already been removed before Tom had acquired the property. An issue was raised that the proposed driveway for Lot 1 was within the dripline for 2 large trees; various remedies were discussed. The Commission recommended that 1) a Certified Arborist be present for the driveway excavation to oversee the preservation of the tree roots, 2) build the driveway closer to the house and reduce the width to 18 feet and 3) review with Township Engineer the potential to increase the grading slope of the driveway. Due to Spotted Lantern Fly infestation the Commission recommended that the Red Maples be replaced with other species (suggestions to follow).
3. **Code Revision Status (Chapter 170, Trees):** Mark stated that Board Commissioner Gerry Hart had been working with the Board to finalize the Code. The Board is clarifying the Township's responsibility for tree removal and maintenance in the public right-of-way. Dr. Hart expects the Code to be brought to the full Board for an initial review and vote during their November meeting.
4. **Tree Giveaway:** Mark and Dave updated the Commission on the Tree Giveaway planned for Saturday, November 7th. Mark stated that there had been a problem with the township web sign-up link when initially rolled out but that it had been fixed. All but a few of the Swamp White Oaks had been reserved. He said that one individual had been in contact with him who was unsuccessful in logging on and when he was able to access the site all Pagoda Redbuds had been reserved. The Commission agreed to add one more to be tagged for that individual; Jonathan was to contact the nursery for the addition. Dave discussed communication details and will work with Ryan to finalize the marketing plans. Jonathan, Mark, Paul and Doreen agreed to be at the CREC on Friday, November 6th at 2:30pm to help unload and organize the trees. Doreen also agreed to make informational signs. Jonathan, Mark, Paul and Dave agreed to work the Giveaway Saturday, November 7th; Dave was to contact Ryan, Andrew as well as Joe Rastatter and Parks and Recreation, and Doreen was to contact the Civic Association to ask for volunteers to help with the Giveaway.
5. **Procedural Issue:** Joe Celia raised an item regarding a previously approved plot plan on County Line Road (address?). The Owner wanted to substitute a row of arborvitae for the shade trees that had been approved. The Commission agreed that since the plan had already been approved it should not be changed.

The next meeting is scheduled for Monday, November 23, 2020 via Zoom

Respectfully submitted by Paul Davit

Haverford Township Shade Tree Commission

Minutes of Monday, November 23, 2020

Meeting took place via ZOOM.

Meeting called to order at 7:30 p.m. by Chair, Mark Pennington.

Committee Attendees: Jonathan Alderson, Joe Celia, Paul Davit, Andrew Mink, Doreen Alvarez Saar, David Schneck.

Public Attendees: (applicants) Eric Leeson of Wallace Landscape Associates, Ross Hellings of Hellings Land Development, (interested citizen) James Stevens of 1991 Beechwood Drive

Absent: Ryan Herlinger

1. Minutes of October 26 meeting were approved.

2. Discussion of the submission by Hellings Land Development for 3104 Darby Road. Looking over the plan, it was noted that the plan did not refer to the trees by species (a Code requirement). In discussion, it was pointed out that the removal of invasive species did not qualify for exclusion of those trees from the tree replacement count: applicant will not be removing the 6 and ten inch Norway maples. It was further pointed out that trees of 24 inches or greater needed to be replaced inch for inch: the applicant decided not to remove a 36" Siberian Elm. The applicant was instructed to recalculate the replacement inches required. Further, the plan did not include the three street trees needed to meet the Code. The applicant decided to revise and resubmit the plans to meet the Code requirements.

The applicant agreed to resubmit for the December meeting.

3. The December meeting was moved to December 21 to allow for resubmission.

4. A report on November 7th Tree Giveaway ensued. The operation went smoothly. 101 trees were distributed. Some residents who reserved trees did not show up resulting in 6 trees being given to The Parks and Recreation Department to be planted in public spaces. Given the efficiency of the operation, the time period could be compressed.

5. The Chair gave an update on the status of the Code revision. The remaining sticking point is the definition of a public tree: all other revisions appear to be acceptable to the Township Commissioners.

6. David Schneck announced that he would be retiring from the Commission this December. Everyone thanked David and complimented him on his exceptional work over his tenure.

Next meeting is December 21 at 7:30 via ZOOM. Mark will send out an invitation.

Respectfully submitted,

Doreen Alvarez Saar, co-secretary

Haverford Township Shade Tree Commission

Minutes of Monday, December 21, 2020

Meeting took place via ZOOM.

Meeting called to order at 7:30 p.m. by Chair, Mark Pennington.

Committee Attendees: Joe Celia, Paul Davit, Andrew Mink, Doreen Alvarez Saar.

Public Attendees: (applicants) Eric Leeson of Wallace Landscape Associates, Ross Hellings of Hellings Land Development

Absent: Jonathan Alderson, Ryan Herlinger

1. Minutes of November meeting were approved.

2. Hellings Land Development for 3104 Darby Road resubmitted plans incorporating the changes suggested at the November STC meeting. The house placement was shifted to accommodate the Siberian elm. The Committee suggested that the red maples be mixed with other species, preferably natives: for example, two elms could replace the maples on the driveway. The plan was approved with comments as noted.

3. Mark announced that the Board of Commissioners had approved \$7500 as our budget for next year. He indicated that the website for the STC needs to be updated.

Meeting ended at 7:41

Next meeting is January 25 at 7:30 via ZOOM. .

Respectfully submitted,

Doreen Alvarez Saar, co-secretary