

**MINUTES**

Park City Municipal Forestry Advisory Board

Thursday, February 1, 2024

10:05 am

Planning Department Conference Room (venue change due to late scheduling conflict, all participating parties notified)

**Board Member Attendance**

Present: Luke Cartin, Jarren Chamberlain, Lillian Zollinger (representing Planning), Heinrich Deters (joining virtually), Becky Gutknecht (representing Engineering), Mike McComb, 602 Park Avenue Applicant

 Excused: N/A

**Purpose & Product:** To study, investigate, counsel, formulate, develop and/or update, and administer a Community Forestry Plan ("Forestry Plan") for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets, and in other public places.

**Working & Input**

* **602 Park Ave Tree Removal:**  The Board reviewed photos submitted by the applicant documenting the dying tree’s condition and fallen branches on his, his neighbor’s, and public properties. The Board confirmed that the tree was a) located entirely on private property, but b) the property was on the historic register and therefore removal needed to be approved by the Board.

The applicant confirmed the tree was over 100 years old, based on historical photos, including a photo taken by family members in front of the house in 1934 for tax purposes, and stated that he’d had three major branches come down over the past few months. The bark on the tree, identified as a possible eastern Cottonwood male, is now pulling away from the trunk. The applicant further stated he wanted to be safe and would put yellow tape around the tree until it could be taken down. The applicant confirmed the proposal was to remove the tree and root system, by cutting the stump as low as possible and replacing it with additional low plantings in the small yard.

Gutknecht inquired as to when trees were considered historic and subject to Forestry Advisory Board Review. Zollinger replied that the language in the land management code from the Historic Preservation Board required some vegetation throughout Old Town, otherwise there would be none. Cartin mentioned a possible replacement tree as a crabapple species, which would provide some shade but not grow as big.

Gutknecht provided information to the applicant regarding street closure permits required to take down the tree. The applicant confirmed he would get three bids and relay that information to companies.

There were no further questions of the applicant. Chamberlain made a motion to approve the removal with no replacement, seconded by Zollinger. The Board unanimously approved the removal. Zollinger and Gutknecht offered to walk the applicant out and provide information regarding historic and street closure permits.

* **City facility defensible space assessments:** McComb restated the purpose of ensuring defensible space around City facilities. Deters mentioned the last time was probably in the 2008-2009 timeframe and we are due to update the assessments, using the Community Wildfire Risk Assessment as a guide. Deters stated that funding may be available if this project was prioritized. McComb concurred and stated he had some historical files to support the walk-through. Deters asked if we could schedule something. Chamberlain remembered the assessments being in the 2014-2015 timeframe and that it was a lot of work to complete. Deters concurred. Gutknecht asked if drainage was included, neither Deters nor Chamberlain recalled if it was specifically addressed but stated that the facilities were the main focus. McComb ascertained that a sub-group should be formed for conducting the assessments in the next few months. Deters concurred, and stated that 3-4 people, including the Fire Marshal may be ideal. McComb outlined a possible zoned approach. Gutknecht confirmed we have access to a map of all City assets, affirmed by several board members. McComb offered to set up a schedule with a possible plan of approach and assessment.
* **Forestry Plan RFP Discussion and Timeline:** McComb confirmed that Deters and his team had released an RFP with an upcoming due date. Deters inquired whether the Board or a portion thereof would be able to review RFPs at the next meeting and the Board concurred.
  + **Municipal Code Update:** McComb reviewed the Board’s recommendation to remove the Board from public meeting body requirements as members are 100% from staff. Deters offered to draft that staff report for an upcoming Council meeting.
* **Board Member Updates/Roundtable:** Cartin stated that he was asking for $150K for replacement trees on City property. These would be landscape-quality trees rather than new plantings. He also stated that there was a proposal to move the City water rates to the same as full retail rates, in terms of Water Wise requirements, and reviewed some departmental implications if approved. The Board discussed this issue and possible implications, with rate structure changes and possible public input. Cartin stated he was meeting with a potential vendor for increasing City trees using grant funding. These would be a variety of trees, Firewise compliant, ornamental, and so forth. Deters discussed plantings along the Rail Trail, from Wyatt Earp to Comstock, with assistance from Chamberlain’s team. Deters stated he had requested capital funding for that project, with possible funding from Parks & Rec funding. Deters further stated that a lot of the defensible space work on Treasure Hill had been completed and that the second phase involved planting. He stated that he was dealing with Alpine Forestry on next steps or considering a new RFP, working with an environmental consultant who’d been working with Snyderville Basin Recreation on reforestation and planting efforts there.

The Board adjourned at 1036 hours.