

## **DRAFT MINUTES - ENVIRONMENTAL COUNCIL COMMITTEE MEETING 2.13.2014**

The meeting was called to order @ 5:46 PM, Thursday, February 13, 2014, in the North Conference Room @ 21630 11<sup>th</sup> Avenue South, Des Moines with the following in attendance:

### **Council Members**

Dave Kaplan, Chair  
Melissa Musser  
Vic Pennington

### **City Staff**

Tony Piasecki, City Manager  
Dan Brewer, Planning, Building & PW Director  
Brandon Carver, Engineering Services Manager  
Laura Techico, Senior Planner  
Tim George, Asst City Attorney  
Nikole Coleman-Porter, City Planner II  
Peggy Volin, Admin Asst II

### **Guests**

Mitch Treese

### **AGENDA:**

1. Selection of Committee Chair
2. Approve minutes of 11.14.2013 meeting
3. Tree Trimming/Tree Clearing Discussion

### **MEETING:**

1. Selection of Committee Chair: Mayor Kaplan nominated and unanimously selected.
2. Approve minutes of the November 14, 2013 meeting: Unanimously passed.
3. Tree Trimming/Tree Clearing Discussion: Laura Techico provided a memo to the Committee that gave an overview of where we are on tree trimming, topping and removal to date. She requested confirmation from the Committee on the general description of categorical sites, and the policy direction with respect to tree trimming and removal within those categories. Also requested and received direction to proceed with the preparation of draft ordinances that will reflect the policy direction, address areas of ambiguity, remove area of contradiction and provide greater overall clarity on how the City regulates the cutting and maintenance of trees.

She outlined the next steps as: recommending amendments to the Code; adding specific terms and definitions relating to tree cutting and pruning; further clarify when a permit is or is not needed; establish a minor grading/tree review application and associated fee; establish criteria for granting a tree permit; identifying seasonal restrictions; replacement ratios that may apply; identifying federal or state requirements; updating the DMMC 18.195.130; and specific code sections that will be addressed. The final step is to prepare a Public Assistance Memo (PAM) to clarify how the City interprets the code as it relates to the removal and maintenance of trees in the City.

Meeting Adjourned @ 6:25 pm

Submitted by: Peggy Volin, Admin Asst II