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**URBAN FORESTRY COUNCIL
LANDMARK TREE AD HOC COMMITTEE SPECIAL MEETING
DRAFT MEETING MINUTES**

**Thursday, October 4, 2012, 4:15 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

COMMITTEE MEMBERS: Rose Hillson (Chair), Chris Buck, Larry Costello, Malcolm Hillan and Megan Sutherland

Order of Business

- 1. Call to Order and Roll Call.** The Landmark Tree Committee meeting convened at 4:23 p.m. Present: Members Hillson, Buck, Costello, Hillan and Sutherland.
- 2. Approval of Minutes of the August 14, 2012 Urban Forestry Council Landmark Tree Committee Special Meeting** (Explanatory Document: August 14, 2012 Draft and Approved Minutes) (Discussion and Action) Upon Motion by Member Sutherland, second by Member Buck, the August 14, 2012 Draft Minutes were approved without objection (AYES: Members Hillson, Buck, Costello, Hillan and Sutherland).
- 3. Review and Approval of Proposed Amendments to Public Works Code Landmark Tree Ordinance Sections 802 and 810 to add 'Grove' Language for Recommendation to the Urban Forestry Council.** (Explanatory Documents: Proposed Amendments to Public Works Code Landmark Tree Ordinance, Article 16, Sections 802 and 810 and Draft and Amended Landmark Groves Selection Definition and Criteria Draft) (Discussion and Possible Action)

Upon Motion by Member Hillan, second by Member Sutherland, the Landmark Groves Selection Definition and Criteria was approved with amendments for recommendation to the Urban Forestry Council (AYES: Members Hillson, Buck, Costello, Hillan and Sutherland). Proposed amendments to the Public Works Code Landmark Tree Ordinance were continued to the November 1, 2012 meeting.

4. Review and Approval of Landmark Grove Nomination Form for Recommendation to the Urban Forestry Council. (Explanatory Document: Landmark Grove Draft and Amended Nomination Form) (Discussion and Possible Action)

Upon Motion by Member Hillan, second by Member Sutherland, the Landmark Grove Nomination Form was approved with amendments for recommendation to the Urban Forestry Council (AYES: Members Hillson, Buck, Costello, Hillan and Sutherland)

5. New Business/Future Agenda Items. (Information and Discussion) Item 3, review of amendments to the Public Works Code Sections 802 and 810 was continued to the November 1 meeting.

6. Public Comment: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

7. Adjournment. The Landmark Tree Ad Hoc Committee meeting adjourned at 5:57 p.m.

Copies of explanatory documents are available to the public at (1) the Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., (2) or when possible, on the Landmark Tree Committee webpage <https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/landmark-tree-committee>, (3) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at Monica.Fish@sfgov.org.