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Director

**City and County of San Francisco  
Urban Forestry Council  
Planning and Policy Committee Regular Meeting  
Draft Minutes**

**Tuesday, December 2, 2014, 4:00 p.m.  
Offices of the San Francisco Planning Department  
1650 Mission Street, Room 400  
San Francisco, CA 94103**

Committee Members: Members Sullivan (Chair), Flanagan, Leffingwell, Ginsburg/Alvarez /Wayne and Swae

**Order of Business**

1. **Call to Order and Roll Call.** The Planning and Policy Committee meeting was called to order at 4:13 p.m. Present: Members Sullivan (Chair), Flanagan, Leffingwell, and Swae; Excused: Ginsburg/Avarez/Wayne.
2. **Approval of Minutes of the October 7, 2014 Urban Forestry Council Planning and Policy Committee Meeting.** (Explanatory Document: October 7, 2014 Meeting Approved Minutes) (Discussion and Action) Upon Motion by Member Leffingwell, second by Member Swae, the October 7, 2014 Meeting Minutes were approved without objection (AYES: Members Sullivan, Flanagan, Leffinwell and Swae).
3. **Public Comments:** 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.
4. **Planning Commission Approval of Urban Forest Plan.** The Committee will hold a brief discussion of the Planning Commission adoption hearing on November 20, 2014 and next steps. (Discussion)

Member Swae reported that the Planning Commission has approved the plan. Next steps include a review by the Board of Supervisors Land Use Committee (within 90 days), then to the Board of Supervisors (date to be determined) for adoption into the General Plan.

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5. **Coordination with the Forest Service.** The Committee will discuss opportunities to coordinate with national and regional forest service offices. (Discussion)

Member Leffingwell reported that he and Member Flanagan met with representatives of the U.S. Forest Service and reviewed the Urban Forest Master Plan. They discussed the challenges (funding, new research, etc.) and ways the U.S. Forest Service may be able to assist in the research and analysis required to implement components of the plan. The U.S. Forest Service has proposed to do a new UFORE assessment and a comparative analysis of the previous 2007 UFORE. The proposal also may include U.S. Forest Service analysis of the Planning Department's Street Tree Census (funded, but yet to be completed). Member Flanagan reported that he would like an analysis that shows the existing canopy cover/health and the associated financial/environmental benefits. Members Swae and Leffingwell will provide the U.S. Forest Service with an outline of the proposed scope of work.

6. **New Business/Future Agenda Items.** (Discussion)

- Next Committee meeting should have a draft of the Best Management Practices document based on the Full Committee listening series.
- Report out to Full Council at the December 12<sup>th</sup> meeting on combining Funding and Planning Committees.

7. **Public Comments:** 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.

8. **Adjournment.** The Planning and Policy Committee meeting adjourned at 4:45 p.m.

Minutes by Planning and Policy Committee Chair Andrew Sullivan

The next Planning and Policy Committee meeting is scheduled for Tuesday, January 6, 2014 at 4:00 p.m., Offices of the San Francisco Planning Department, 1650 Mission Street, Room 400.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for access to the building; (2) or may be available at the Planning and Funding Committee's meeting website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas> posted with each agenda or meeting minutes, or 3) upon request to the Council Secretary at the above address, telephone number 415-355-3709, or via e-mail at [Monica.Fish@sfgov.org](mailto:Monica.Fish@sfgov.org). Audio recordings of all meetings can be accessed at the following website <https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios>.