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Edwin M. Lee
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Director

**City and County of San Francisco
Urban Forestry Council
Planning and Funding Committee**

MEETING MINUTES APPROVED

**Tuesday, March 7, 2017, 4:00 p.m.
Offices of the San Francisco Planning Department
1650 Mission Street, Room 400
San Francisco, CA 94103**

Committee Members: Members Igor Lacan (Chair), Nicholas Crawford, Dan Flanagan, Andrew Sullivan and Jon Swae

Order of Business

Public comment will be taken before the Council takes action on any item.

1. **Call to Order and Roll Call.** The meeting was called to order at 4:11 p.m.

Present: Members Crawford, Flanagan (Chair of meeting) and Swae; Excused: Members Lacan and Andrew Sullivan.

2. **Approval of Minutes of the November 8, 2016 Urban Forestry Council Planning and Funding Committee Meeting.** (Explanatory Document: November 8, 2016 Meeting Draft Minutes) (Discussion and Action)

Upon a motion by Member Flanagan and a second by Member Swae, the meeting minutes were approved without objection. (Ayes: Crawford, Flanagan and Swae; Excused: Lacan and Andrew Sullivan)

There was no public comment.

3. **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.

Chair Flanagan limited public comment to two minutes.

Denise Louie discussed the health of trees in San Francisco's open spaces.

4. **Discussion on Public Works Code amendments related to the adoption of San Francisco voter passed Proposition E of 2016.** Speaker: Carla Short, Superintendent, Bureau of Urban Forestry, San Francisco Public Works (Discussion)

Carla Short, Superintendent, Bureau of Urban Forestry, San Francisco Public Works discussed the requirement for proposed amendments to the Public Works Code as required by Proposition E of 2016 and San Francisco's pruning standards.

Member Crawford asked about procedures regarding future changes to pruning standards.

Carla Short discussed annual reporting requirements to the Board of Supervisors and the UFC's contributions to the report, permitting for newly planted trees and replacement of dead trees.

Member Crawford asked about tree removal permits.

Member Flanagan asked what happens in the process if a tree doesn't survive after a few months of being planted.

Carla Short discussed the City's responsibility for street trees and allowing property owners to opt out from City maintenance of trees.

Member Flanagan asked about what happens if a property owner moves.

Member Swae asked if non-certified arborists can perform pruning.

Member Crawford asked about permit fees.

Carla Short discussed HOAs and CBDs performing maintenance, approval of pruning plans and agreements for street tree maintenance.

Member Flanagan asked about maintenance jurisdiction in the Saint Francis Wood's neighborhood.

Carla Short discussed Treasure Island opting out as part of the Master Plan, voluntary plantings, the database of City trees, the number of street trees in San Francisco identified by the Street Tree Census and the inspections process for property owners that are maintaining their own trees.

Member Crawford discussed what a reasonable fee structure could be.

Carla Short discussed official recordings of permits, planting in empty basins, payment for staff time for challenges to tree removal, tree planning requirements for new developments and penalties of the ordinance.

Member Flanagan left the room at 5:01 p.m. and the meeting was adjourned due to a lack of quorum.

5. **Discussion of utility undergrounding as it relates to street tree planting.** Sponsor: Dan Flanagan, Chair, Urban Forestry Council (Discussion)
6. **2017 Work Planning for the Urban Forestry Council.** Sponsor: Dan Flanagan, Chair, Urban Forestry Council (Discussion)
7. **Recommendation that the Urban Forestry Council adopt the Draft 2017 Recommended Street Tree List.** (Explanatory Document: Draft 2017 Recommended Street Tree List) (Discussion and Action)
8. **New Business/Future Agenda Items.** (Discussion)

9. Adjournment.

The next Planning and Funding Committee meeting is scheduled for Tuesday, April 4, 2017 at 4:00 p.m., Offices of the San Francisco Planning Department, 1650 Mission Street, Room 400.

Copies of explanatory documents are available at (1) the Department of the Environment office, 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 entry to the building. (2) on the Urban Forestry Council's website <http://sfenvironment.org/ufc>; (3) upon request to the Commission Affairs Manager, at telephone number 415-355-3709, or via e-mail at anthony.e.valdez@sfgov.org within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the Council after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available on the Commission's website <http://sfenvironment.org/ufc> as attachments to the agenda or meeting minutes.

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Posted: June 27, 2017