



## NOTICE OF PUBLIC MEETING

CITY OF ALBANY  
CITY COUNCIL WORK SESSION  
Municipal Court Room  
Monday, April 7, 2008  
4:00 p.m.

### AGENDA

- 4:00 p.m. **CALL TO ORDER**
- 4:00 p.m. **ROLL CALL**
- 4:00 p.m. **BUSINESS FROM THE PUBLIC**
- 4:05 p.m. **LIBRARY RENOVATION UPDATE** – Ed Gallagher, Paul Frankenberger  
*Action Requested: Information.*
- 4:20 p.m. **URBAN FORESTRY MANAGEMENT PLAN UPDATE** – Craig Carnagey  
*Action Requested: Information.*
- 4:30 p.m. **WATER POLICY AND SUPPLY PLAN** – Diane Taniguchi-Dennis  
*Action Requested: Discussion; direction.*
- 4:45 p.m. **STRATEGIC PLAN UPATE**  
*Action Requested: Discussion; direction.*
- 5:15 p.m. **COUNCILOR COMMENTS**
- 5:40 p.m. **CITY MANAGER REPORT**
- 6:00 p.m. **ADJOURNMENT**

City of Albany Web site: [www.cityofalbany.net](http://www.cityofalbany.net)

*The location of the meeting/hearing is accessible to the disabled. If special accommodations to attend or participate in the meeting/hearing are needed, advance notice is requested by notifying the Human Resources Director at 917-7500.*



TO: Albany City Council

VIA: Wes Hare, City Manager *WH*  
Ed Hodney, Parks and Recreation Director

FROM: Craig Carnagey, Parks and Facilities Manager / City Forester *CC*

DATE: April 1, 2008, for the April 7, 2008 City Council Work Session

SUBJECT: Urban Forestry Management Plan Update

RELATES TO STRATEGIC PLAN THEME: ● Effective Government

Action Requested:

Review a report on the updated Urban Forestry Management Plan for approval at the April 9, 2008 City Council meeting.

Discussion:

The City Tree Commission is charged by the Albany Municipal Code (AMC 2.23) to develop a written plan for the City to provide the community with public tree services. This plan is then presented to the City Council for approval. The Tree Commission has recently completed an update to this plan titled: Albany's Urban Forestry Management Plan. A copy of this plan is attached for your review.

The City of Albany has provided tree services to the community for 20 years and has been recognized as a "Tree City USA" every year since 1994 due to the quality of those services. These include: hazard tree assessments, tree plantings, pruning, and removals along City rights-of-way and on City-owned property including parkland and other public facilities.

The Urban Forestry Management Plan (UFMP) describes the policies, standards, and specifications used by the City's Urban Forestry Program to provide public tree maintenance services. It is used as a guide by City staff to ensure that work performed on trees maintains public safety and tree health. This plan is used by the development community, tree and landscape services industry, and general public on private properties.

The plan's chapters relate to tree preservation and protection, tree removal, tree planting, and tree maintenance. Each chapter includes a statement of purpose that defines the policy related to each type of tree work. Detailed standards, requirements, and operating procedures are then described to show how each policy objective will be achieved and the level of performance that Albany residents have come to expect.

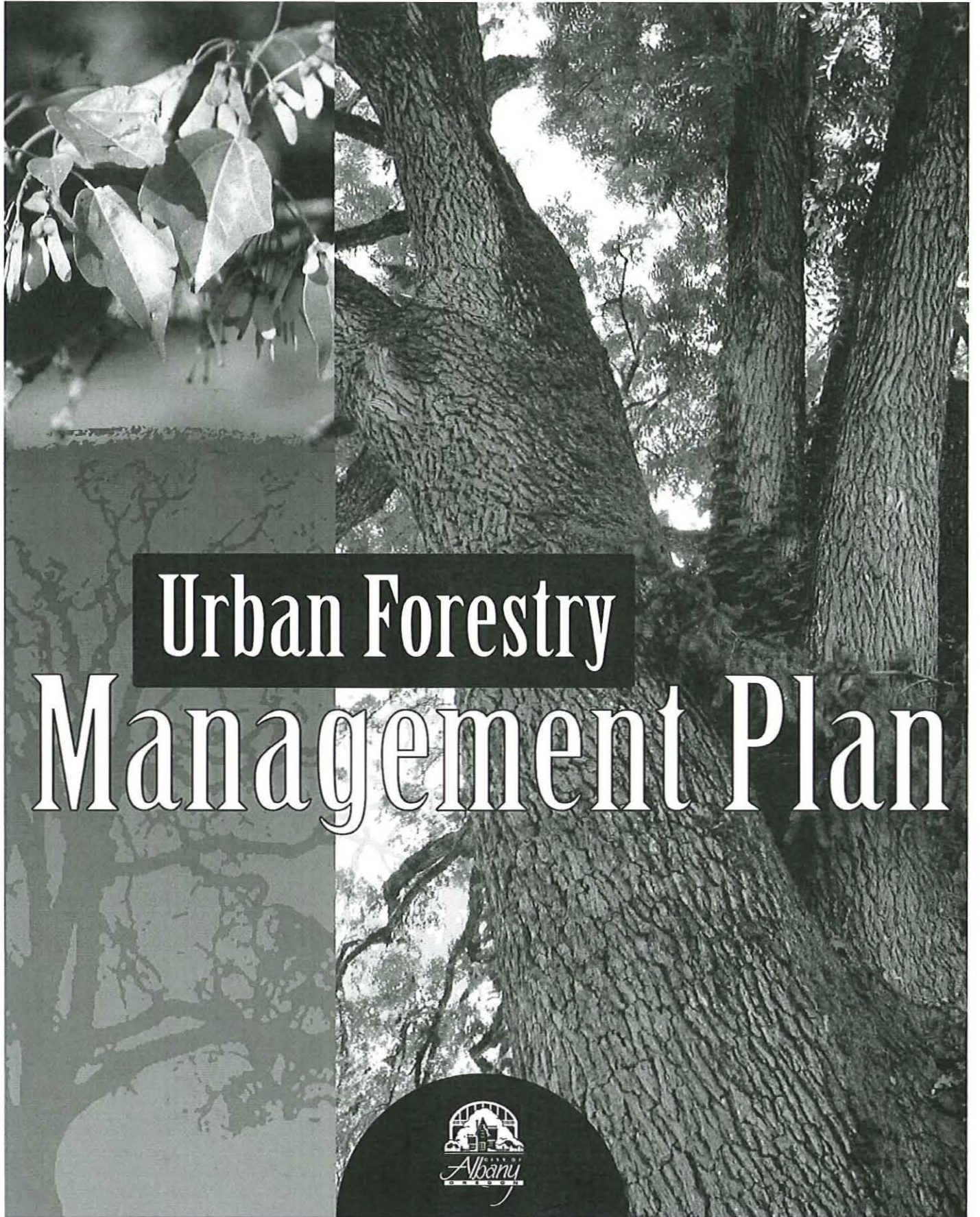
Budget Impact:

None

CTC

Attachment: Urban Forestry Management Plan





Urban Forestry

Management Plan



[www.cityofalbany.net/publicworks/urbanforest](http://www.cityofalbany.net/publicworks/urbanforest)

**ALBANY'S  
URBAN FORESTRY  
MANAGEMENT  
PLAN**



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## LETTER FROM THE CITY TREE COMMISSION

The Tree Commission presents this plan in accordance with its stated purpose "...to promote and protect the public health, safety, and general welfare of the citizens of Albany by providing for the regulation of the planting, maintenance, and removal of trees in the City of Albany." Working with the best accepted urban forestry practices, the Commission strives to contribute to a vital and diversified community that promotes great neighborhoods and a high quality of life.

Trees are a vital part of Albany's character, giving the community a special sense of place and helping to provide a high quality of life for all citizens. This community forest provides shade, soil stabilization, noise abatement and reduced air pollution and storm water runoff. It also provides wildlife habitat and gives citizens a source of beauty and sense of harmony with nature.

Albany's Urban Forestry Program was established in 1994 to respond to the need for tree planting, promote proper pruning practices, and management of hazardous trees. The Urban Forestry Program and the Urban Forestry Management Plan serve as guides for the Tree Commission and staff. They include development of a recommended street tree list, creation of the Heritage Tree program, and introduction of a Legacy Forest commemorative planting program. These are the results of continuing cooperation among the Tree Commission, City Forester, City Council and several City departments, and frequent participation and comment from the citizens of Albany. Sustaining and improving Albany's urban forest requires ongoing coordinated efforts among ownership groups, private citizens and public entities.

The Urban Forestry Program still faces challenges and must be able to adapt to change Albany's population continues to grow, coupled with increased demand for developable land. Trees must be a part of the vision for sustainable development to ensure the city's long-term health, well-being, and livability. This management plan moves Albany toward that end.

### 2007 – 2008 Tree Commissioners

Jay Neil, Chair

Rick Carter, Co-Chair

Glenn Dockter

Tom Krupicka

Dick Miles

### 2008-2009 Tree Commissioners

Tom Krupicka, Chair

David Azevedo, Co-Chair

Dick Miles

Barb Bolden

David Smith



## **INTRODUCTION**

The purpose of the Albany Community Forestry Management Plan is to provide assistance to the City Forester, Tree Commission, City Council, City staff, and the public-at-large when making decisions and taking actions regarding the city's trees. This Plan contains goals, policies, standards, and codes to guide the practices for the planting and care of trees. Its primary purpose is to describe a level of quality that is to be equaled, or bettered by City staff and contractors with regards to tree preservation, planting and maintenance.

## **BACKGROUND**

A strong foundation to manage Albany's urban forest has been established over the past ten years by a cooperative effort between city staff, elected and appointed officials, local businesses, civic organizations, and citizens.

The Urban Forestry Program (UFP) was created in 1994. A plan for Albany's forest was first developed in 1995 by the Tree Commission and the City Forester, as required by Albany Municipal Code. The program now operates from within the Parks and Recreation Department. The City Forester supervises this program and is responsible for tree services performed on city owned property.

Goals of the Urban Forestry Program include protecting and expanding Albany's community forest. This forest contributes to the economic vitality of the city, provides environmental services, and ensures a better quality of life. It is important that this resource isn't taken for granted and that improvements are continuously being made. Another goal is promoting stewardship of the forest. The more residents know about how to care for trees, the better able the City is to enhance the quality of this community's urban forest.

The planting and maintenance of all public trees is the responsibility of the UFP. The program currently employs staff with responsibility for trees in parks, along streets and around public buildings. Their duties include:

- Coordinate the planning, planting, and maintenance of public trees
- Administer provisions of Albany Municipal Code 7.98
- Provide technical assistance to City staff regarding tree related issues Provide staff support for the City Tree Commission which assists with the management plan for right of way trees

The Albany City Council created the Tree Commission to promote and protect the public health, safety, and general welfare of the citizens of Albany (AMC 2.23.020). The Commission's responsibilities include assisting with development of a management plan, providing recommendations to City Council when requested, developing criteria for the City Forester to utilize in making decisions as well as reviewing discretionary decisions of the City Forester. The Commission promotes special events, such as Arbor Week, to involve the citizens of Albany and contribute to the goals of proper planting, maintenance, and removal of trees throughout the city. The Tree Commission was further charged with obtaining the annual Tree City USA designation and designating Heritage Trees.

Successes of the Urban Forestry Program and Tree Commission include:

- Establishing an Urban Forestry Management Plan



- Obtaining Tree City USA designation every year since 1994
- Recognition as Oregon Tree City USA of the Year in 2001
- Revising Albany Development Code (ADC) 9.208, Tree Felling Criteria
- Adopting the Albany Municipal Code (AMC) 7.98, Tree Regulations
- Developing a Recommended Street Tree List
- Creating the Heritage Tree Program
- Participating in a Regional Ecosystem Analysis
- Performing a street tree inventory and hazard tree evaluation
- Annually planting two to three hundred new and replacement trees on public property
- Creating a Legacy Forest Program for the Parks System

## **MANDATES**

The State of Oregon and the City of Albany have several goals, guidelines, and requirements that relate to the management of the urban forest.

### **STATEWIDE PLANNING GOALS AND GUIDELINES**

- To protect natural resources and conserve scenic and historic areas and open spaces (Goal 5)
- To maintain and improve the quality of the air, water, and land resources of the state (Goal 6)
- To protect life and property from natural disasters and hazards (Goal 7)
- To protect, conserve, enhance, and maintain the natural, scenic, historical, agricultural, economic, and recreational qualities of lands along the Willamette River as the Willamette River Greenway (Goal 8)

### **CITY OF ALBANY STRATEGIC PLAN GOAL**

- Provide environmental stewardship our significant natural resources.
- Ensure a safe community by protecting people and property.
- Effectively deliver the services that Albany's citizens need, want, and are willing to support.

### **ALBANY CITY TREE RELATED CODES**

- Albany Municipal Code 2.23 and 7.98
- Albany Development Code 9.205 – 208, 12.321-12.324

## **A WORKING DOCUMENT**

In order to keep the information provided in this document current and effective, the goals, policies, standards, and ordinances presented here must be flexible, capable of change and expansion. This document will be reviewed regularly. As trade practices evolve, amendments, supplements, and new sections may be added.

# **1. GENERAL**

## **1.1 SCOPE**

The policy and standards laid out in this document apply to the following areas of work:

- a. Preservation and protection of existing trees during development
- b. Planting, removal, and maintenance of public trees
- c. Removal of trees on private property

## **1.2 REQUIREMENTS**

Permits issued from the City Forester's Office are required for the following work:

- a. Any action that impacts the health and stability of a publicly owned tree
- b. Tree planting and maintenance in the public right of way and parkland
- c. Removal of a tree(s) over six and one-half feet in circumference

- 1.2.1 Site Plan review is required for development projects that request the removal of five or more trees eight inches in diameter or greater. These plans are processed through the Planning Department.
- 1.2.2 All tree work shall be scheduled to ensure optimum environmental protection. Scheduling shall be organized to ensure a minimum duration of disturbance to public operations and access. Traffic control plans shall be submitted with the proper agencies and scheduled accordingly.
- 1.2.3 All applicable laws, rules, and regulations pertaining to worker, workplace, and tree work safety shall be complied with for the protection of personal injury, life, and property.
- 1.2.4 Competent supervision will be provided by contractor and/or owner for applicable tree work not on public property. Public tree work shall be supervised by the City Forester or designee unless otherwise agreed to through contractual arrangements.
- 1.2.5 Violation of any code requirements in this document is administered through the City's Code Enforcement Program, the Albany Police Department, and the City Attorney's Office.

## **1.3 RECOMMENDATIONS**

The following recommendations apply to areas of program administration and both the Albany Municipal Code and Development Code as they pertain to trees. Each recommendation has a corresponding action item. The purpose of this section is to raise issues that need strengthening in the program and address community concerns about how urban trees are currently managed.

- 1.3.1 **Review AMC 7.98 and ADC 9.2 Tree Regulations**  
Albany's City Strategic Plan has identified this as an action item under the theme of Great Neighborhoods and the goal to provide effective stewardship of our significant natural resources, Object 7 Action Item 5c.
- 1.3.2 **Increase Tree Planting Requirements**  
The increase in residential and commercial developments has outpaced the capacity of the urban forestry program to plant trees along the right of way adjacent to these properties. When a development constructs a new public street, a street tree planting plan should be required. The interior landscapes of commercial development should be required to meet or exceed the City's planting standards.

*1.3.4* Replant Trees When Mass Removal Occurs

When large numbers of trees are removed from a development under the Albany Development Code there is no provision for replanting. Requiring the replanting of the site, or other location in the City would help mitigate the impacts of the community losing tree canopy from development.

*1.3.5* Establish A Tree Fund

A revenue account is needed to receive private donations, fees, and fines which would be used to support the operating costs of the urban forestry program. This would provide additional revenue for the program to help recover some costs not directly related to public tree work, and help move the urban forestry program toward becoming a self supported program.

*1.3.6* Establish Fines for Illegal Tree Removal and Other Code Violations

The program needs the ability to levy a fine against violators of the tree codes. Currently the only recourse the City has is to take criminal action through the court system. A schedule of fines for violations of the code would provide a more efficient way to handle these issues and fines would be used to cover the costs of administering the codes and mitigating damages from violations.



## **2. PRESERVATION AND PROTECTION OF EXISTING TREES**

### **2.1 PURPOSE**

To appropriately promote the preservation and protection of quality trees during development and any other activities that might negatively impact tree health.

### **2.2 PRESERVATION PRINCIPLES**

Preservation of individual trees and wooded areas shall be considered on a site where feasible and prudent. This may require site redesign including, but not limited to: redesign of streets, sidewalks, storm water facilities, and utilities; changing the shape and size of parking lots; reducing or limiting proposed site grading; and changing the locations of buildings or building lots.

2.2.1 Prior to any disruption of a site, all trees suitable for preservation shall be documented. Tree locations will be surveyed to determine exact locations, elevations, tree species, trunk diameter (dbh), and crown spread. Other site elements such as soils, topography, hydrology, wildlife habitat, and existing infrastructure should also be documented as they relate to the overall condition of the site and specific location of trees.

2.2.2 Prior to design, the following priorities should be considered when determining trees and wooded areas suitable for preservation.

- a. High Priority: Canopied slopes, native groves and woodlands, riparian buffers, significant trees.
- b. Mid-Level Priority: Contiguous woodlands, non-native groves and woodlands use buffers.
- c. Low-Level Priority: Invasive species, relic orchards, Christmas tree lots, less desirable species, species with poor tolerance of construction activities.

2.2.3 Each design shall consider the following principles when determining trees and wooded areas for preservation:

- .1 Preserve only those trees that are healthy and free from significant structural defects.
- .2 Provide adequate root zone for preserved trees (the canopy drip-line reflects the critical root zone of a tree).
- .3 Retain trees in groups. Trees preserved in isolation should only be specimen candidates tolerant of site alterations.
- .4 Age and potential longevity: Over-mature trees are less able to tolerate construction impacts and remain assets to a site than young and semi-mature trees.

## **2.3 TREE PROTECTION DURING CONSTRUCTION**

- 2.3.1 All protected trees shall have protective fencing placed around them that matches the drip line of those trees. This area shall be shown on the construction plans. Protective fencing shall consist of either orange barrier fencing or chain link fencing
- 2.3.2 No grading, construction, storage of materials, underground utilities, etc. shall occur within a tree protection zone.
- 2.3.3 Surface drainage shall not be altered in any way that directs water in or out of the tree protection zone unless approved by the City Forester.
- 2.3.4 Any installation of public infrastructure, irrigation, or utilities within the drip line of protected trees will require construction methods that minimize impacts to tree roots, and are approved by the City Forester.
- 2.3.5 All tree protection measures shall be in place prior to any earthmoving or construction activity. The City Forester must be notified prior to the start of work.
- 2.3.6 The original grade level inside the critical root zone of protected trees shall not be altered without permission of the City Forester.
- 2.3.7 Stripping of topsoil shall be restricted within the critical root zone of trees to be preserved. Woody vegetation to be removed within the critical root zone of trees to be preserved shall be cut at ground level and not pulled out by equipment.
- 2.3.8 Retaining walls with discontinuous footings shall be used to maintain natural grade as far as possible from trees. Excavation to finish grade shall be by hand and exposed roots shall be pruned with a saw to avoid wrenching and shattering of roots from equipment. Excavated materials beyond the cut face shall be removed by equipment that is stationed outside the critical root zone.
- 2.3.9 Utility trench locations shall be coordinated and consolidated wherever possible. Woody roots larger than two inches in diameter shall be tunneled under rather than cut. Equipment shall operate on double, overlapping, plywood sheets while working within the critical root zone of trees to be protected.
- 2.3.10 Compaction shall be minimized by the installation of protective fencing around the critical root zones of the trees in the work area and/or by spreading a 4"-6" layer of wood chips or coarse mulch above the critical root zone of any trees to be protected.
- 2.3.11 Storage of construction equipment and materials shall be situated well away from the critical root zone of subject trees. Dumping of construction waste is prohibited inside the critical root zone of protected trees.
- 2.3.12 Maximum height requirements of construction equipment and emergency vehicles shall be considered prior to construction. All pruning to obtain height requirements shall be performed or supervised by an ISA certified arborist, not by construction personnel.

- 2.3.13 When root pruning for sidewalk construction no more than three roots of two inches in diameter shall be removed without the consultation of the City Forester,
- 2.3.14 Any cut or exposed root ends shall be kept moist at all times until the area surrounding the cut or exposed root ends can be backfilled.
- 2.3.15 Any damage to trees shall be promptly reported to the City Forester. Any tree which exhibits signs of decline within one year from the time of the underground installation of utilities and where the decline is attributed to damage incurred during construction, shall be removed and replaced, or shall be treated by the person conducting the excavation at his or her own expense.



### **3. TREE REMOVAL**

#### **3.1 PURPOSE**

To ensure that tree removal occurs using the criteria described under AMC 7.98 and ADC 9.205 - 208, and to describe the permitting process.

#### **3.2 PROCESS FOR REMOVING TREES**

- 3.2.1 The City Forester is responsible for administering the tree-removal permit process for public trees, and any tree(s) six and one half feet in circumference or larger (25 inches dbh) on private property.
- 3.2.2 Removal of 5 trees or more twenty five inches in circumference or greater (8 inches dbh) on property over 20,000 sq. ft. in area, requires site plan review. This process is administered by the Community Development Director.
- 3.2.3 The Tree Commission is the appeal body for all variance requests for tree removal under the Albany Municipal Code 7.98.
- 3.2.4 Appeal of the Tree Commission's variance decisions is made to the City Council.
- 3.2.5 Emergency removals shall be approved when a tree poses an immediate threat and the City Forester has received documentation supporting the condition that warranted tree removal.
- 3.2.6 Alternatives to tree removal may include, but are not limited to, pruning the weak or pest-infected portions of the tree, cabling and bracing structural limbs, removing the target under a tree, root pruning from sidewalks, reconstructing sidewalk away from tree roots, or redesigning a proposed development or improvement to incorporate the tree(s).

## **4. TREE PLANTING**

### **4.1 PURPOSE**

Requirements contained in this section shall be used in the development of Street and Park Tree Planting Plans as well as planting projects for new developments. This policy, standards, and specifications are intended to ensure that new trees are of the highest quality, require low maintenance, and will not compromise public safety.

### **4.2 PLANTING RESPONSIBILITIES**

4.2.1 A permit is required prior to planting any tree in the public right of way.

4.2.2 Parkland tree planting is performed by staff where trees replacement is necessary, as part of a planting plan for a specific park, or as part of the Legacy Forest Commemorative Tree Planting Program. Planting of trees or other vegetation within public parkland without written authorization is prohibited.

4.2.3 The City administers a Right of Way Planting Program. This program plants replacement trees where needed and plants trees by request in locations identified as appropriate for street trees. Requests for tree planting will be evaluated in the order in which they are received. Priority shall be given to 1) replacement trees, 2) requests from individuals and neighborhood groups, 3) areas of town that have a relative scarcity of trees, and 4) where high visibility along busy streets makes trees desirable for aesthetic and/or traffic-calming reasons.

4.2.4 Requests for tree planting should be received by November 15th to be considered for planting during the coming planting season. Requests received after November 15th will be accepted only if time permits and funds are available.

4.2.5 The City of Albany maintains the authority to select the appropriate tree for each site under consideration for tree planting. Citizens will be free to donate money to supplement the City's budget for trees, if they would prefer to have 1) a specific tree species, 2) one or more additional trees, and/or 3) a larger caliper tree.

### **4.3 TREE CONDITIONS**

#### **4.3.1 Selection**

The species of trees to be planted shall be selected from the City of Albany's Approved Street Tree Species List, specified Park planting plan, or as approved by the City Forester.

#### **4.3.2 Quality at Time of Planting**

.1 Trees shall have a straight trunk perpendicular to the ground with a minimum branching height of four feet above the ground for trees 1½-inch in caliper, a minimum of six feet above the ground for trees two inches in caliper.

.2 Plant materials shall be grown to the current standards and specifications of the American Association of Nurserymen, and American Standard for Nursery Stock. Plant

material shall be of standard quality or better, true to name and type of their species or cultivar.

- .3 Tree materials originating within the state shall have the Oregon inspection certificate attached. Nursery stock imported from other states shall be accompanied by a certificate of inspection from the place of origin as required by Oregon law. Certificates shall be given to the City's Representative prior to tree approval. The Contractor shall be responsible for making all arrangements with the State Department of Agriculture for inspection of tree materials shipped from out of state.
- .4 Trees shall be provided free of insects and disease, decay, major structural defects, and damage to the trunk, branches, and root system.
- .5 Trees branches shall be well proportioned where they attach to the main trunk, with an average spacing of at least six inches.
- .6 Plant materials that have been pruned immediately before or during the time of planting will be rejected.
- .7 The City shall be notified and will have the right to inspect all trees and shrubs before they are planted. The City reserves the right to reject any materials at any time. The Contractor will replace materials with specified plants at the Contractor's expense.

#### 4.3.3 Size at Time of Planting

- .1 Trees for residential classed streets shall be a minimum of 1½ inches in caliper, measured six inches above mean ground level, eight to ten feet in height.
- .2 Trees for collector or arterial streets and abutting commercially zoned properties shall be a minimum of two inches in caliper, measured six inches above mean ground level, 10 to 12 feet in height.
- .3 Park trees shall be a minimum of two inches in caliper, measured six inches above ground level, 10 to 12 feet in height.

#### 4.3.4 Balled and Burlap-wrapped

- .1 Trees shall have a sound root ball with a firm attachment of the trunk. The trunk shall not be loose, but firmly held within the root ball.
- .2 The size and condition of root balls shall conform to the current standards and specifications of the American Association of Nurserymen and the American Standard for Nursery Stock.
- .3 Root balls of trees shall not be allowed to dry out at any time from the nursery to final planting.



.4 Trees shall have a well developed root system and not be root bound or have circling/girdling roots.

4.3.5 In a Container

.1 Trees shall be free of circling, girdling roots.

.2 The trees shall have been grown in the container for a maximum period of one year.

4.3.6 Roots

.1 The roots shall not be allowed to dry out and shall be kept moist at all times from the nursery to final planting.

.2 The roots shall be well-established and full of live and vigorous fibrous roots along with the larger structural roots.

**4.4 TREE PLANTING LOCATIONS**

4.4.1 General

On public streets without sidewalks, trees shall be located so as to accommodate future sidewalk placement and with regard to current and future utility line corridors. Park tree plantings shall follow the designated planting locations specified in each park planting plan, or as approved by the City Forester.

.1 Trees and shrubs (which attain a height of eighteen inches or more) that may form a hedge or screen shall not be allowed within the “Clear Vision Zone” of a street or alley intersection so as to obscure required traffic sight distances.

.2 The clear vision area consists of a triangular area having two sides along property lines of a driveway, or street intersection. The following measurements establish the distance along property lines that create the clear vision triangle:

- Measurement along each lot line:
- Driveway 15 feet
- Controlled Intersection (stop sign or signal) 20 feet
- Uncontrolled Intersection 30 feet
- Commercial and Industrial District driveways 20 feet

4.4.2 Minimum Street Tree Planting Clearances

**TABLE 4-1: MINIMUM DISTANCES FROM FEATURES**

Feature	Small Tree (up to 35' height)	Medium Tree (up to 60' height)	Large Tree (over 60' height)
Sidewalks	2 feet	3 feet	4 feet

Driveways	5 feet	5 feet	10 feet
Fire Hydrants	5 feet	5 feet	5 feet
Intersections	Outside vision clear triangle	Outside vision clear triangle	Outside vision clear triangle
Water Meters	5 feet	5 feet	5 feet
Utility Boxes	10 feet	10 feet	10 feet
Utility Poles	5 feet	10 feet	15 feet
Street Lights	10 feet	20 feet	30 feet
Stop Signs	Outside vision clear triangle	Outside vision clear triangle	Outside vision clear triangle
Regulatory Signs	Not to block sign		

4.4.3 Minimum Distance from Sidewalks and Curbs

Trees shall be centered in the planting strip between the sidewalk and the street curb. If centering within the planting strip is not possible or desirable due to design considerations, the tree must be located at least two feet from the sidewalk edge or the curb edge.

4.4.4 Minimum Distance from Buried Utility Lines that Traverse the Planting Strip

- 8"-10" water and sewer line 5 feet
- 12"-16" water and sewer line 10 feet
- 18" + water and sewer line 15 feet
- All other services 5 feet

4.4.5 Overhead Utility Lines

No tree with the potential of reaching a mature height of more than twenty-five (25') shall be planted in the right-of-way under "primary" overhead wires.

4.4.6 Minimum Recommended Distance from Building

- a. Small trees (potential growth of up to 35' height) 10 feet
- b. Medium trees (potential growth of up to 60' height) 15 feet
- c. Large trees (potential growth of over 60' height) 20 feet
- d. Shrubs 3 feet

.1 Any tree planted ten feet (10') or closer to a building shall have an impenetrable root barrier installed near the building. The root barrier shall run the length of the planting area or the structure, and reach a depth of at least eighteen inches (18").

4.4.7 Vehicular Area

Provisions shall be made to prevent any parts of the vehicles from touching trees.

#### 4.4.8 Shrubs planted in the street-side right-of-way

- .1 Shrubs shall follow the minimum distance requirements for trees for curbs, sidewalks, and utilities.
- .2 No shrub shall be planted within three feet (3') of a building.

#### 4.4.9 Linear spacing

Trees shall be placed an average of every thirty feet (25'). Depending on the size, species, and variety, the City Forester may approve planting distances which may be as close as ten feet (10') and as far as forty feet (40') to fifty feet (50') based on the diameter and growth habit of the tree.

#### 4.4.10 Width of planting area within City rights-of-way (i.e., distance between the curb and sidewalk)

- .1 Trees shall not be planted where the rooting space is less than four feet (4') in width without prior approval of the City Forester.
- .2 The minimum width of a planting site for each tree will be governed by the approved street tree list.
- .3 Trees that commonly produce a large-buttress root system shall be planted in a site greater than eight feet (8') wide.

#### 4.4.11 Width of Medians

- .1 No tree shall be planted in any median that is less than ten feet (10') in width.
- .2 On state rights-of-way, Oregon Department of Transportation's "Guidelines for Planting Within Highway Right-of-Way" apply.

### 4.5 EXEMPTIONS TO THE TREE LOCATION STANDARDS

Where special conditions exist, the City Forester may waive these tree planting location standards. Such a waiver will be on a case-by-case basis and will require written approval of the City Forester.

### 4.6 PLANTING PROCEDURE

Planting Season - Bare root trees may be planted only between October 15th and March 15th unless otherwise approved by the City Forester. Balled and burlap wrapped or container grown trees may be planted between September 15th and April 15th unless otherwise approved by the City Forester.

#### 4.6.1 Preparation of Tree Planting Holes

- .1 Balled and burlap-wrapped and container grown trees  
A shallow, broad, tree planting hole at least 1½ times the diameter of the root ball shall be excavated to a depth that will position the trunk flare level with finish grade. The inner surfaces of the excavation shall be scored or roughened to the extent necessary to encourage rooting in the existing native soil. Tie material shall be removed and any burlap peeled back as necessary to expose the top ⅓ of the root ball prior to planting. Wire baskets shall be cut



off to a minimum depth of 18" from the top of the root ball. Containers shall be removed and roots inspected for girdling. Trees found to have circling roots shall not be planted.

.2 Bare-root stock

Tree-planting holes shall be one foot wider than the spread of the roots. Holes shall have sufficient depth to position the trunk flare level with finish grade. A mound of native soil shall be left in the center of the hole to support the roots. The roots shall be draped and spread in their natural position over the mound. Bare root trees shall not be exposed to sunlight or otherwise allowed to dry out at any time. Dead, damaged, broken, or frayed roots shall be pruned off prior to planting.

4.6.2 Trees shall be set plumb, upright, and faced for best appearance. Broken branches shall be pruned after planting.

4.6.3 The hole shall be backfilled one-half full with original soil and the hole flooded with water to remove any air pockets. After backfilling is complete, the entire planting area shall be thoroughly saturated with water to remove any remaining air pockets.

4.6.4 Mulch shall be applied to a depth of two inches around the tree. Mulch shall be kept free of an area within two inches of trunk.

4.6.5 A continuous three-inch high raised berm shall be constructed around the planting hole to direct water to roots. The berm shall be removed after one year.

4.6.6 Hardwood stakes shall be driven firmly into the ground outside of the hole. Care shall be taken to avoid driving the stakes through the root structure.

4.6.7 Trees shall be attached to the stakes at knee height using nonbinding tree ties or tree ties that are at least one inch wide to prevent damage to the tree trunk. Ties shall be attached to the tree in a manner that will allow the tree to move but still be held firmly in place.

**4.7 ESTABLISHMENT STANDARDS**

4.7.1 Establishment Period

The establishment period for an original tree or replacement tree shall begin on the date the tree is initially installed, or the date it is replaced, and extend for a two-year period from that date.

4.7.2 General Establishment

.1 During the establishment period trees are to be maintained in a vigorous growing condition by watering, cultivating, repairing, adjusting tree stakes, spraying for pest control, removing dead trees or trees not showing vigorous growth, and replacing missing or damaged plants.

.2 A watering schedule will be required. The schedule shall be submitted to the City Forester for review.

4.7.3 Mulching

During the establishment period a minimum three-foot by three-foot planting area around each tree shall be maintained with a layer of bark mulch two inches in depth. The mulch shall be kept at least two inches away from the trunk of the tree, and the mulched planting area around the tree shall be kept free of weeds.

#### 4.7.4 Pruning Requirements

- .1 Dead, broken, or split branches shall be pruned at the time of planting.
- .2 Trees shall be pruned to remove branches that are crossing, damaged, diseased, broken, or have included bark.
- .3 Trees shall not be topped or reduced in height without specific approval of the City Forester.
- .4 Trees shall be pruned so at least two thirds of the tree's height is canopy with one third of the height being the trunk.
- .5 The lower limbs shall be directionally-pruned or tipped back to comply with clearance requirements for sidewalks and streets.
- .6 Initial structural pruning shall be performed at the end of the two-year establishment period. A strong scaffold branch structure shall be developed by pruning to select the primary scaffold branches.
- .7 Pruning shall be performed according to ANSI A-300 standards and the approved urban forestry pruning standards and specifications outlined in section 5.2 of this document.

#### 4.8 TREE REPLACEMENT

Any tree that falls under one or more of the following conditions shall be replaced during the next approved planting season.

##### 4.8.1 Dead Tree

Trees that have no live growth originating in the scaffolding branches are defined as dead.

##### 4.8.2 Stressed tree

Trees that have lost a minimum of 50 percent of their total foliage, or have a reduction of 50 percent of normal leaf size for that species are defined as stressed.

##### 4.8.3 Non-approved tree

Trees that are not listed on the Approved Street Tree Species List or that have not been approved by the City Forester.

**4.9 DEVELOPER STREET TREE PLANTING PLAN**

General Requirements: All development that creates a new public street shall plant street trees in accordance with the standards provided in the Standard Construction Specifications and the Urban Forestry Management Plan. (ADC 12.321 and 324)

**4.9.1 Street Tree Planting Options.**

The following options are available to meet this requirement:

.1 Submit a street tree plan to the City for planting and establishing trees within the public right of way that meet the City standards. The City Forester shall either approve or deny the plan based on the plan's compliance with these standards. The developer shall plant street trees, in accordance with the approved plans, through the site improvement (SI) process used to construct the public street.

.2 Pay a fee to the City based upon a requirement for one tree per thirty linear feet (30') of street frontage. These fees shall be deposited into the City's Urban Forestry Program Fees Fund. The City shall thereafter assume responsibility for the purchase, installation, and establishment of street trees within the public right of way or public lands maintained by the City within or abutting the specified development. The City Forester will prepare an appropriate bid document and the City will contract for planting and establishing the street trees in the specified development. Contracts shall be paid for from the Urban Forestry Program Fees Account. The City Forester shall manage the planting and establishment contracts.

**4.9.2 A fee amount shall be established by a resolution of City Council that is equal to the current fair market value to purchase, plant, and establish required street trees.**



## **5. TREE MAINTENANCE**

### **5.1 PURPOSE**

The purpose of the Maintenance Policy is to prioritize the care of Albany's public trees, in an effort to balance public safety with the environmental services and aesthetics trees provide. Minimum standards are set here for maintaining public trees. Protocol for addressing citizen requests for tree service is also described.

### **5.2 PRIORITY CLASSIFICATIONS**

The City Forester is responsible for prioritizing and scheduling tree maintenance work. Responses to customer service requests and seasonal maintenance are two categories requiring prioritization. A hierarchy of priority from 1-3, 1 being highest priority, shall be used when determining program responses to tree maintenance needs.

- 5.2.1 The City's first maintenance priorities are hazardous trees either within the public rights-of-way, or in parks that pose an immediate threat to public safety. A hazard tree is a tree with a significant potential to fail causing injury or damage to life or property.
- 5.2.2 Secondary maintenance priorities are trees that pose minimal risk to public safety or require attention to sustain health. Examples include nuisance trees located on public property that are dead, dying, harbor pests or diseases, trees that block public signage, or sidewalks, and trees requiring immediate care not related to public safety.
- 5.2.3 Third rated priorities are trees requiring routine maintenance to correct deficiencies, but pose no threat to public safety. Circuit pruning for street and sidewalk clearance, structural pruning of young trees, stump removal, mulching and fertilization are examples of this category.

### **5.2 TREE PRUNING**

Pruning specifications are designed to preserve tree structure and health. These guidelines are presented as working guidelines, recognizing that trees are individually unique in structure, form, and growth response (not only between, but also within species and cultivars). Pruning activities should be chosen and/or modified depending on the species, the landscape site, intended function of the tree, and the present age and condition of the tree.

- 5.2.1 A permit shall be obtained from the City Forester, applying criteria developed by the City Tree Commission, before planting, pruning, or otherwise affecting a City street tree (Ord. 7.98.090)
- 5.2.2 A tree contractor shall have an arborist on staff that is certified by the International Society of Arboriculture and qualified to prune, treat, and remove street or public trees within the City. The certified arborist must oversee all pruning work and certify that all work meets the City's pruning specifications. If a certified arborist is not on the staff of the contractor, the City Forester, applying criteria developed by the City Tree Commission, must approve the tree service contractor before the work begins. Nothing in this section shall prevent the employees of public agencies who are not certified arborists from pruning trees on the grounds of those public agencies (Ord. 7.98.160).
- 5.2.3 All pruning work shall be in accordance with ANSI A-300 Standards (A-300), as well as I.S.A. Pruning Guidelines, and (ORA 437, division 2, subdivision R, Ornamental Tree and Shrub Services). These standards include:

- .1 "Topping" is not an approved pruning method.
- .2 Pruning cuts shall be clean and smooth with the bark at the edge of the cut firmly attached.
- .3 Large or heavy branches that cannot be thrown clear should be lowered on ropes to prevent injury to the tree or other property. Rope injury to thin-barked trees from lowering heavy limbs shall be avoided by installing a block in the tree to carry the load. This technique may also be used to reduce injury to a branch crotch from a climber's line.
- .4 Wound dressings and tree paints have not been shown to be effective in preventing or reducing decay and are not recommended.
- .5 Climbing and pruning practices shall not injure the tree. Therefore, the use of spurs or gaffs shall be avoided. Spurs may be used to reach an injured climber or during the removal the removal of a tree

- 5.2.4 Trees beneath high voltage electrical conductors shall be inspected by the appropriate utility before any pruning work is approved or begins. All pruning work within 10 feet of high voltage electrical conductors shall be assumed by the appropriate utility.
- 5.2.5 Stop signs, parking signs, warning signs, school signs, street signs, and others should be reasonably free from obstruction by trees. City-wide stop sign clearances shall be maintained on an annual basis and as requested from residents. Commercial sign clearance shall be performed in a manner that balances the need of the commercial establishment with the need for trees along the public right of way. Sign and tree placement should consider potential future conflicts when planning for installation.
- 5.2.6 Overhead clearances along city streets and sidewalks should be maintained to specifications set by City Code (14' streets, 8' sidewalks). The City Forester shall divide the city into five pruning areas to allow for clearance pruning on a rotational basis over a five-year period.
- 5.2.7 Visibility around street intersections is a major concern for the safety of pedestrians, bicyclists, and motorists. The Vision Clearance Area has been established to help those approaching an intersection see each other clearly. Trees or shrubs within the vision clearance zone shall be pruned or removed to eliminate safety concerns.
- 5.2.8 The core downtown area shall be on a three-year pruning cycle due to the increased business use. Overhead street and sidewalk clearances along with buildings, business signage, and street lighting clearances shall be maintained.
- 5.2.9 Other types of pruning will include: sidewalks, newly established tree pruning, structural pruning on mature trees, and overhead clearances for public improvement projects.

### **5.3 ADDITIONAL MAINTENANCE**

Other forms of routine tree maintenance include: stump removal, tree mulching, fertilization, pesticide application, root pruning, and watering. Practices shall follow industry standards. The City Forester will balance these maintenance needs with the availability of resources.

## **APPENDICES**

1. TREE INVENTORY: SPECIES LIST, VACANCY REPORT, SUMMARIES
2. RECOMMENDED STREET TREE LIST
3. HERITAGE TREE PROGRAM & APPLICATION
4. LEGACY FOREST PROGRAM
5. PRUNING AND PLANTING DRAWINGS
6. TREE PERMIT APPLICATION
7. CODES



## APPENDIX 1— SPECIES LIST, VACANCY REPORT, SUMMARIES

### TREE INVENTORY SUMMARY

Phase II of a citywide public tree inventory has recently been completed. 191 diverse species were documented, with the most commonly found tree being *Acer Rubrum* (Red Maple). The second most common tree was identified as the *Prunus Serrulata* (Japanese Flowering Cherry). There are currently 2,480 vacant spots that have been identified as potential planting locations. A total of 197 trees were found to be diseased or in declining health, likely candidates for removal. There were 428 poorly structured trees. Many of these trees will need to be removed in the near future, creating new locations for future plantings.

### SPECIES FREQUENCY

The population diversity of the survey is listed on the following pages.

<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>QTY</u>
Red Maple	<i>Acer rubrum</i>	557	Oak Species	<i>Quercus</i>	44
Japanese Flowering Cherry	<i>Prunus serrulata</i>	302	Canada Red Cherry	<i>Prunus virginiana</i>	44
American Sweet Gum	<i>Liquidambar styraciflua</i>	262	Sugar Maple	<i>Acer saccharum</i>	43
Maple Acer		249	Green Ash	<i>Fraxinus pennsylvanica</i>	40
English Laurel	<i>Prunus laurocerasus</i>	238	Black Walnut	<i>Juglans nigra</i>	40
Purple-Leaf Plum	<i>Prunus cerasifera</i>	219	Red Oak	<i>Quercus rubra</i>	37
Other Tree		212	Chinese Elm	<i>Ulmus parvifolia</i>	37
Raywood Ash	<i>Fraxinus oxycarpa</i>	192	Redmond Linden	<i>Tilia americana 'Redmond'</i>	37
Bradford Pear	<i>Pyrus calleryana 'Bradford'</i>	180	American Hornbeam	<i>Carpinus caroliniana</i>	36
American Linden	<i>Tilia americana</i>	178	Edible Apple Species	<i>Malus domestica</i>	36
Western Red Cedar	<i>Thuja plicata</i>	147	Douglas Fir	<i>Pseudotsuga menziesii</i>	36
Crabapple	<i>Malus floribunda</i>	128	Cottonwood	<i>Populus deltoides</i>	34
Stump		128	Crimson King Maple	<i>Acer platanoides</i>	34
Flowering Plum	<i>Prunus blireiana</i>	120	Spruce Species	<i>Picea</i>	34
American Arborvitae	<i>Thuja occidentalis</i>	89	California Sycamore	<i>Platanus racemosa</i>	33
Maidenhair Tree	<i>Ginkgo biloba</i>	83	Mugho Pine	<i>Pinus mugo mugo</i>	33
Honey Locust	<i>Gleditsia triacanthos</i>	72	Staghorn Sumac	<i>Rhus typhina</i>	31
Chinese Pistache	<i>Pistacia chinensis</i>	70	English Walnut	<i>Juglans regia</i>	30
Norway Maple Acer	<i>plantanoides</i>	70	Pine Species	<i>Pinus</i>	29
Dogwood Species	<i>Cornus</i>	68	Aristocrat Pear	<i>Pyrus calleryana 'Aristocrat'</i>	29
Ornamental Pear	<i>Pyrus calleryana</i>	66	English Hawthorn	<i>Crataegus laevigata</i>	29
Sycamore Maple	<i>Acer pseudoplatanus</i>	65	Carriere Hawthorn	<i>Crataegus x lavalleyi</i>	28
Pin Oak	<i>Quercus palustris</i>	64	White Mulberry	<i>Morus alba</i>	28
Japanese Maple	<i>Acer palmatum</i>	64	Silver Maple	<i>Acer saccharinum</i>	28
Bigleaf Maple	<i>Acer macrophyllum</i>	59	Paperbark Maple	<i>Acer griseum</i>	28
European Hornbeam	<i>Carpinus betulus</i>	57	Purple Beech	<i>Fagus sylvatica 'Atropunicea'</i>	27
Leyland Cypress	<i>Cupressocyparis leylandii</i>	57	Black Locust	<i>Robinia pseudoacacia</i>	26
European White Birch	<i>Betula pendula</i>	56	Scarlet Oak	<i>Quercus coccinea</i>	24
Washington Hawthorn	<i>Crataegus phaenopyrum</i>	56	Japanese Snowball	<i>Viburnum plicatum</i>	23
Ash Species	<i>Fraxinus</i>	56	American Hophornbeam	<i>Ostrya virginiana</i>	23
Oregon Ash	<i>Fraxinus latifolia</i>	54	Plum	<i>Prunus domestica</i>	22
Trident Maple	<i>Acer buergeranum</i>	53	Paper Birch	<i>Betula papyrifera</i>	20
Stone Fruit species	<i>Prunus</i>	53	Hollywood Juniper	<i>Juniperus chinensis</i>	20
Yoshino Cherry	<i>Prunus yeodensis</i>	52	Redbud species	<i>Cercis species</i>	20
			Chinese Photinia	<i>Photinia serrulata</i>	19



<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>QTY</u>
Tree of Heaven	<i>Ailanthus altissima</i>	17	Quaking Aspen	<i>Populus tremuloides</i>	4
Yucca Species	<i>Yucca</i>	17	American Elm	<i>Ulmus americana</i>	4
Edible Pear	<i>Pyrus communis</i>	16	Japanese Snowbell Tree	<i>Styrax japonicus</i>	4
Horsechestnut	<i>Aesculus hippocastanum</i>	15	Clusterberry species	<i>Cotoneaster</i>	4
Colorado Blue Spruce			Chilean Lantern Tree		
	<i>Picea pungens var. glauca</i>	14		<i>Crinodendron hookerianum</i>	3
Filbert	<i>Corylus</i>	14	Chinese Juniper	<i>Juniperus chinensis</i>	3
Cypress	<i>Cupressus</i>	14	Scotch Pine	<i>Pinus sylvestris</i>	3
European Mountain Ash	<i>Sorbus aucuparia</i>	14	Eastern Redbud	<i>Cercis canadensis</i>	3
Fraser Photinia	<i>Photinia fraseri</i>	13	Smoke Tree	<i>Cotinus coggygria</i>	3
Incense Cedar	<i>Calocedrus decurrens</i>	13	Saucer Magnolia	<i>Magnolia soulangiana</i>	3
Doric Red Maple	<i>Acer rubrum 'Doric'</i>	13	Elm Species	<i>Ulmus</i>	3
Holly Species	<i>Ilex</i>	12	Silver Linden	<i>Tilia tomentosa</i>	3
Deodar Cedar	<i>Cedrus deodara</i>	11	Red Horsechestnut	<i>Aesculus carnea</i>	3
Colorado Spruce	<i>Picea pungens</i>	11	Red Fir, Silver Tip	<i>Abies magnifica</i>	3
Green Gem Indian Laurel Fig	<i>Ficus microcarpa</i>	11	Jeffrey Pine	<i>Pinus jeffreyi</i>	3
Juniper species	<i>Juniperus</i>	11	Chinese Fountain Palm	<i>Livistonia chinensis</i>	2
Mexican Buckeye	<i>Ungnadia speciosa</i>	11	Corkscrew Willow	<i>Salix matsudana 'Tortuosa'</i>	2
American Holly	<i>Ilex opaca</i>	11	Atlas Cedar	<i>Cedrus atlantica</i>	2
Ponderosa Pine	<i>Pinus ponderosa</i>	10	Black Hawthorn	<i>Crataegus douglasii</i>	2
Mimosa, Silk Tree	<i>Albizia julibrissin</i>	10	Goldenrain Tree	<i>Koelreuteria paniculata</i>	2
Hibiscus	<i>Hibiscus</i>	9	Sawleaf Zelkova	<i>Zelkova serrata</i>	2
Lilac species	<i>Syringa</i>	9	London Plane Tree	<i>Platanus acerifolia</i>	2
Little-Leaf Linden	<i>Tilia cordata</i>	9	Italian Cypress	<i>Cupressus sempervirens</i>	2
Lodgepole Pine	<i>Pinus contorta murrayana</i>	9	Gray Birch	<i>Betula populifolia</i>	2
Willow Species	<i>Salix</i>	8	Texas Crabapple	<i>Malus texana</i>	2
Modesto Ash	<i>Fraxinus velutina 'Modesto'</i>	8	Gold Medallion Tree	<i>Cassia leptophylla</i>	2
Amur Maple	<i>Acer ginnala</i>	8	Walnut Species	<i>Juglans</i>	2
Katsura Tree	<i>Cercidiphyllum japonicum</i>	8	Weeping Willow	<i>Salix babylonica</i>	2
White Oak	<i>Quercus alba</i>	8	White Fir	<i>Abies concolor</i>	2
Magnolia Species	<i>Magnolia</i>	8	European Beech	<i>Fagus sylvatica</i>	2
Cutleaf Weeping Birch			Edible Fig	<i>Ficus carica</i>	2
	<i>Betula pendula 'Dalecarlica'</i>	7	White Alder	<i>Alnus rhombifolia</i>	2
Afghan Pine	<i>Pinus eldarica</i>	7	African Copperpod	<i>Peltophorum africanum</i>	1
Southern Magnolia	<i>Magnolia grandiflora</i>	7	Paxii Maple	<i>Acer paxii</i>	1
Siberian Elm	<i>Ulmus pumila</i>	7	Queen Palm	<i>Syagrus romanzoffianum</i>	1
River Birch	<i>Betula nigra</i>	7	Red Alder	<i>Alnus oregona</i>	1
Mountain Hemlock	<i>Tsuga mertensiana</i>	7	Red Mulberry	<i>Morus rubra</i>	1
Western Catalpa	<i>Catalpa speciosa</i>	7	Sawara False Cypress	<i>Chamaecyparis pisifera</i>	1
Box Elder	<i>Acer negundo</i>	6	Australian Pine	<i>Casuarina equisetifolia</i>	1
Fremont Cottonwood	<i>Populus fremontii</i>	6	Yellow Cordia	<i>Cordia lutea</i>	1
Port Orford Cedar	<i>Chamaecyparis lawsoniana</i>	5	Sweet Bay	<i>Laurus nobilis</i>	1
Littleleaf Ash	<i>Fraxinus holotricha</i>	5	Arizona Ash	<i>Fraxinus velutina</i>	1
Tulip Tree	<i>Liriodendron tulipifera</i>	5	Star Magnolia	<i>Magnolia stellata</i>	1
Fir Species	<i>Abies</i>	5	Apricot	<i>Prunus armeniaca</i>	1
Southern Red Cedar	<i>Juniperus silicicola</i>	5	Palm Species	<i>Palm</i>	1
Holly Oak	<i>Quercus ilex</i>	5	Alaska Cedar	<i>Chamaecyparis nootkatensis</i>	1
Western Juniper	<i>Juniperus occidentalis</i>	5	Monkey Puzzle Tree	<i>Araucaria araucana</i>	1
Eastern Catalpa	<i>Catalpa bignonioides</i>	4	Willow Pittosporum	<i>Pittosporum phillyraeoides</i>	1
Eastern Dogwood	<i>Cornus florida</i>	4	White Poplar	<i>Populus alba</i>	1
Eastern Red Cedar	<i>Juniperus virginiana</i>	4	Smooth Sumac	<i>Rhus glabra</i>	1
Western Mountain Ash	<i>Sorbus scopulina</i>	4	Hinoki False Cypress	<i>Chamaecyparis obtusa</i>	1
Crape Myrtle	<i>Lagerstroemia indica</i>	4	Darling Plum	<i>Reynosia septentrionalis</i>	1

<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>QTY</u>
Eounymus specis	<i>Euonymus</i>	1	Brazilian Cedar Wood	<i>Cedrela fissilis</i>	1
Eucalyptus species	<i>Eucalyptus</i>	1	Lemon Bottlebrush	<i>Callistemon citrinus</i>	1
Cuban Pink Trumpet Tree			Little Gem Magnolia	<i>Magnolia grandiflora</i>	1
	<i>Tabebuia heterophylla</i>	1	Mesquite Species	<i>Prosopis</i>	1
European Cranberry Bush	<i>Viburnum opulus</i>	1	Carolina Laurel Cherry	<i>Prunus caroliniana</i>	1
Evergreen Pear	<i>Pyrus kawakamii</i>	1	Capulin Cherry	<i>Prunus capuli</i>	1
Giant Sequoia	<i>Sequoiadendron giganteum</i>	1	Digger Pine	<i>Pinus sabiniana</i>	1
Glossy Privet	<i>Ligustrum lucidum</i>	1	Camellia	<i>Camellia reticulata</i>	1
Coral Tree	<i>Erythrina variegata</i>	1	Japanese Cedar	<i>Cryptomeria japonica</i>	1
Oregon White Oak	<i>Quercus garryana</i>	1	California Black Walnut	<i>Juglans hindsii</i>	1
Chinese Stuartia	<i>Stuartia sinensis</i>	1	Goldenchain Tree	<i>Laburnum anagyroides</i>	1

## BRIEF TRENDS ANALYSIS

### DISEASE AND DECLINE

The Yoshino Cherry tops our list of Diseased and Declining Trees. The Yoshino Cherry also appears in the top ten species in the “poor structure” category. As it is fast growing, this tree tends towards structure problems early on.

### POOR STRUCTURE

Trees commonly found to have poor structure problems include the Red Maples, Purple Leaf Plums, and Flowering Crabapples. Structural defects in some City trees can be attributed to utility pruning, as high voltage lines have sometimes altered the normal tree trimming pattern in the past. It is likely this occurred for fire safety reasons and to reduce risk of service disruptions.

### SPECIES DIVERSITY

Recent trends in the small tree category reveal a well balanced program of large and small trees. Between the Maple, Red cedar, Cherry and Pear plantings, the city can envision stately tall and wide canopy trees to provide future shade and the stunning beauty of the flowering Pear and Cherry.

### PLANTING OPPORTUNITIES

The inventory also identified suitable locations trees could be planted along the street right of way. Over 4,000 vacant sites have been identified throughout parts of SW and SE Albany. This provides an excellent opportunity for the community to increase the overall canopy cover of the City. Targeting areas with low canopy cover should be a priority of future tree planting strategies.





## APPENDIX 2– RECOMMENDED STREET TREES<sup>1</sup>

May be used for four foot (4') to six foot (6') planter strip <sup>1</sup>						
Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
OK	Amur Maackia	25	20	<i>Maackia amurensis</i>		Very hardy small tree, grows well in tough environment
NR	Ash, Autumn Purple	45	40	<i>Fraxinus americana</i>	Junginger	Good selection, fall color varies from purple to dull red
NR	Ash	50	30		Cimmaron	Resembles White Ash
OK	Ash, Flowering	30	15	<i>Fraxinus ornus</i>		Summer flowering
OK	Ash, Leprechaun	18	16	<i>Fraxinus pensylvanica</i> "Johnson"		Genetic dwarf, appreciate by utility companies seeking a tough tree under wires
NR	Ash, Mountain	35	25	<i>Sorbus aucuparia</i>		Persistent fruit attracts wildlife
NR	Ash, Oregon	50	30	<i>Fraxinus latifolia</i>		Native
NR	Ash	45	35		Patmore	Dark glossy leaves, male selection
OK	Ash, Red Cascade	16	8	<i>Sorbus Americana</i>	Dwarf crown	Year round attraction
NR	Ash	45	25		Summit	Apparently seedless
NR	Beech, Fastigiata	40	12	<i>Fagus sylvatica</i>	Fastigiata	Very columnar
OK	Beech, Tricolor	30	20	<i>Fagus sylvatica</i>	Purpurea Tricolor	Difficult to establish. Slow growing. Good canopy tree.

<sup>1</sup> Planter Strip width may be varied with the use of root barriers

<sup>2</sup> NR=Not Recommended for planting under high-voltage utility wires

May be used for four foot (4') to six foot (6') planter strip<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
NR	Birch, Jacquemontii	40	30	<i>Betula jaquemontii</i>		Whitest trunk of all the birch
NR	Birch, Japanese White	40	25	<i>Betula platyphylla</i>	Whitespire	Resistant to birch borer
NR	Birch, River	40	30	<i>Betula nigra</i>	Heritage	Lovely exfoliating bark
NR	Black gum, Black Tupelo	35	20	<i>Nyssa sylvatica</i>		Can be difficult to transplant as Ball and Burlap. Have droopy branches when young.
OK	Box elder	20	15	<i>Acer negundo</i>	Flamingo	Male selection
OK	Box elder	20	20	<i>Acer negundo</i>	Kelly's Gold	Bright yellow new growth, holds well during summer heat
OK	Box elder	25	20	<i>Acer negundo</i>	Variegatum	Shapley canopy, compact and oval
OK	Cherry	25	20	<i>Prunus incisa x campanulata</i>	Okame	Pink flower
OK	Cherry	20	15	<i>Prunus serrulata</i>	Royal Burgundy	Red foliage, pink flower
OK	Cherry	30	20	<i>Prunus serrulata</i>	Kwanzan	Upright growth habit, pink flower
OK	Cherry	30	10	<i>Prunus x hillieri</i>	Spire	Columnar, good for tight spaces
OK	Cherry	25	20	<i>Prunus</i>	Snow Goose	White flowers, upright growth, disease resistant
OK	Cherry	30	30	<i>Prunus sargentii</i>	Sargent	Pink flower, good fall color
NR		35	15	<i>Prunus sargentii</i>	Columnaris	Pink flower, good fall color
NR	Coffeetree, Kentucky	50	35	<i>Gymnocladus dioicus</i>		Irregular branching habit, better for open areas
NR	Corktree, Amur	40	30	<i>Phellodendron amurense</i>	Macho	A beautiful tree with broad spreading branches



May be used for four foot (4') to six foot (6') planter strip<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
OK	Crabapple, Flowering	18	10	<i>Malus sp.</i>	Adirondack	Good columnar variety, good disease resistance
OK		20	15		Centurion	Red flowers, upright growth
OK	Crabapple, Golden Raindrops	20	15	<i>Malus sp.</i>	Schmidcutleaf	fine textured, unusual foliage, delicate appearance
OK	Crabapple	20	20		Prairifire	Very pink flowers, red fruit
OK	Crabapple	20	20		Professor Sprenger	White flowers, upright branching
OK	Crabapple	18	8	<i>Malus sp.</i>	Red Barron	Ascending branching, narrow form, good utility tree
OK	Crabapple	15	12		Red Jewel	Very red persistent fruit, white flowers
OK	Crabapple	20	12		Sentinel	Pink to white flowers, very columnar
OK	Crabapple	20	20		Snowdrift	White flowers, round growth habit
OK	Crabapple	15	15		Sugar Tyme	Very good for disease resistance, white flowers
OK	Dogwood, Kousa	20	20	<i>Cornus kousa</i>	Many cultivars	Low branching, the kousa hybrid selections are the best choices, Constellation, Aurora, and Stellar Pink. All are resistant to anthracnose.
OK	Dogwood, Pink	20	20	<i>Cornus florida</i>	Pink Flowering Dogwood	Low branching, susceptible to anthracnose infections.
NR	Elm, Hybrid	40	30	<i>Ulmus americana</i>	Frontier	Tolerant of DED and Phloem Necrosis. Good canopy tree.

May be used for four foot (4') to six foot (6') planter strip<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
NR	Elm	50	35		Allee	Tolerant of DED and Phloem Necrosis. Good canopy tree.
NR	Elm, Lacebark or Chinese	40	40	<i>Ulmus parvifolia</i>	Dynasty	Tolerant of DED and Phloem Necrosis. Good canopy tree.
NR	Elm, Wilson's	40	30	<i>Ulmus wilsoniana</i>	Prospector	Tolerant of DED, Phloem Necrosis and Elm Leaf Beetle
NR	Ginkgo, Maidenhair Tree	45	35	<i>Ginkgo biloba</i>	Autumn Gold	Male clones only.
NR	Ginkgo	40	15		Princeton Sentry	Male clones only.
OK	Goldenrain	30	30	<i>Koelreuteria paniculata</i>		Beautiful yellow flowering tree, very adaptable
NR	Hackberry	40	30	<i>Celtis occidentalis</i>		Seldom causes sidewalk damage, difficult to transplant in Fall, a tough tree
OK	Hawthorn, Paul's Scarlet	25	20	<i>Crateagus laevigata</i>	'Paul's Scarlet'	Scarlet flower, hardy tree
OK	Hawthorn, Washington	25	20	<i>Crataegus phaenopyrum</i>		Orange fruit
NR	Honeylocust	45	35	<i>Gleditsia triacanthos</i>	Skyline	Tolerant to Pod gall midge
NR	Honeylocust	45	35		Shademaster	Tolerant to Pod gall midge
NR	Honeylocust	35	35		Imperial	Tolerant to Pod gall midge
NR	Honeylocust	40	35		Sunburst	Yellow foliage, tolerant to Pod gall midge
NR	Hophornbeam, American	40	25	<i>Ostrya virginiana</i>		Slow to establish after transplanting

May be used for four foot (4') to six foot (6') planter strip<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
OK	Hornbeam, American	25	20	<i>Carpinus caroliniana</i>		Difficult to transplant, dig in spring
NR	Hornbeam, European	35	25	<i>Carpinus betulus</i>	Fastigiata	Columnar when young, but broadens to oval shape, few pest or disease problems, sometimes eriophyd mites can cause severe yellowing
NR	Katsura Tree	40	40	<i>Cercidiphyllum japonicum</i>		Susceptible to drought induced leaf drop in mid to late summer, otherwise superb
OK	Lilac, Beijing Gold	20	20	<i>Syringa pekinensis</i>	Zhang Zhiming	Yellow flowers, vigorous selection, upright branches
OK	Lilac, China Snow	20	20	<i>Syringa pekinensis</i>	Morton	Cream-white flowers, amber to orange bark
OK	Lilac, Japanese Tree	20	15	<i>Syringa reticulata</i>	Ivory Silk	All Japanese Lilac are susceptible to bacterial blight, caution
OK	Lilac, Summer Charm Tree	20	15	<i>Syringa pekinensis</i>		Finer texture, more relaxed than Japanese
NR	Linden, American	35	25	<i>Tilia americana</i>	Redmond	Large leaves compared to Greenspire
NR	Linden, Little leaf	40	30	<i>Tilia cordata</i>	Greenspire	Does very well in street situations, can sun scald
NR	Linden	45	15		Corinthian	A narrow selection, almost glossy leaves
NR	Linden	35	20		Chancellor	Narrow but not so much as Corinthian
NR	Linden, Silver	45	35	<i>Tilia tomentosa</i>	Sterling	Beautiful tree, gray undersides to leaves
OK	Magnolia, Star	15	10	<i>Magnolia stellata</i>	cultivars are rare	Tree form stellata, difficult to find.



May be used for four foot (4') to six foot (6') planter strip<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
OK	Magnolia hybrid	30	15	<i>Magnolia hybrids</i>	Galaxy	A bit messy when flowers drop off
OK	Magnolia	25	25		Merril	Yellow fall color, large white flower
OK	Maple	20	20	<i>Acer buergeranum</i>	Trident	Lovely fall color
OK	Maple	30	30	<i>Acer campestre</i>	Hedge	A tough tree with corky bark
OK	Maple	20	20	<i>Acer ginnala</i>	Flame	Great fall color, but variable growth habit and lots of seeds
OK	Maple	25	20	<i>Acer griseum</i>	Paperbark	Great bark, leaves in summer and fall
NR	Maple	40	25		Parkway	Good upright selection
NR	Maple	40	35		Crimson King	Good looking but susceptible to sun scald
NR	Maple	35	15		Columnar	Ugly when young, but relatively narrow
OK	Maple	15	18		Globosum	The original lollipop tree, best in very formal situations, can block vision if branched too low
OK	Maple	25	15		Crimson Sentry	Great tree, most resistant to trunk scald of Norways
NR	Maple, Red	45	35	<i>Acer rubrum</i>	Red Sunset	One of the best but over planted
NR	Maple	40	20		Scarlet Sentinel	Upright rather narrow
NR	Maple	40	35		October Glory	Great fall color
NR	Maple	40	15		Bowhall	Good columnar tree
NR	Maple	45	15		Armstrong	Very narrow
NR	Maple	35	35		Autumn Flame	Good smaller selection

May be used for four foot (4') to six foot (6') planter strip<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
NR	Maple	45	35		Green Mountain	Another good selection
OK	Maple, Rugged Charm	20	15	<i>Acer tataricum</i>		Another good selection
OK	Maple, Tatarian	25	20			Fine small tree for tough sites
NR	Mulberry, fruitless	40	35	<i>Morus alba</i>	'Kingam'	Well rounded shade tree, fast grower
NR	Oak, Hungarian	50	30	<i>Quercus frainetto</i>	Forest Green	An excellent tree, somewhat columnar with extremely glossy foliage. Good canopy tree.
NR	Oak	50	30		Princeton Upright	Use where a more columnar Sophora required
NR	Pear	40	28		Aristocrat	Unique wavy margin to leaf
OK	Pear	30	25		Autumn Blaze	Many nurseries reluctant to grow due to horizontal branch habit causing major shipping and handling breakage problems.
NR	Pear	35	12		Capital	Very columnar selection
NR	Pear	40	15		Chanticleer/Cleveland Select	One of the best flowering pear selections
OK	Pear, Jack	16	10	<i>Pyrus calleryana</i>	Jaczam	Ideal for narrow streets and planting beneath utility wires
NR	Pear	35	25	<i>Pyrus calleryana</i>	Redspire	Good smaller selection
OK	Persian Parrotia	30	20	<i>Parrotia persica</i>		Excellent, many fine attributes... bark, fall color
OK	Pistachio, Chinese	30	25	<i>Pistachio</i>		A very good urban tree, although hard to find

May be used for four foot (4') to six foot (6') planter strip<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
OK	Plum, Big Cis	14	12	<i>Prunus x cistena</i>	Schmidtcis	Grows quickly to intermediate size, heavy trunked
OK	Plum, Mt. St. Helens	20	20	<i>Prunus</i>	Frankthrees	Very hardy ornamental plum
OK		20	20	<i>Prunus</i>	Newport	Hardy and widely used
OK	Redbud, Eastern	25	30	<i>Cercis canadensis</i>	several cultivars	Beautiful small flowering tree, but can experience a lot of branch breakage, die back, and is susceptible to Verticillium
OK	Serviceberry	25	15	<i>Amelanchier laevis</i>		More resistant to rust, native.
OK	Serviceberry	20	15	<i>Amelanchier x grandiflora</i>	Autumn Brilliance	Good form, strong branching, reliable bloom and color
OK	Serviceberry	20	15	<i>Amelanchier x grandiflora</i>	Cole's Select	Thicker, glossier foliage, healthy appearance during the summer
OK	Serviceberry	20	15	<i>Amelanchier x grandiflora</i>	Princess Diana	Gracefully spreading small tree w/excellent fall color
OK	Serviceberry	25	15	<i>Amelanchier laevis</i>	Snowcloud	Good small tree selection
OK	Sourwood	20	15	<i>Oxydendrum arboreum</i>		Temperamental tree, difficult to establish
OK	Stewartia, Japanese	30	20	<i>Stewartia pseudocamellia</i>		Great tree with white camellia-like flowers and red fall color
OK	Snowbell	25	25	<i>Styrax japonica</i>		Beautiful small tree, early summer flowers
NR	Snowbell	50	15		Arnold	Columnar cultivar, but difficult to find
OK	Yellowwood	50	40	<i>Cladrastis kentukea</i>	Cultivars Rare	White and fragrant flowers
NR	Zelkova	50	40	<i>Zelkova serrata</i>	Green Vase	Probably the best of the



May be used for four foot (4') to six foot (6') planter strip<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
						selections
NR	Zelkova	50	30		Halka	Slightly more upright growth habit
NR	Zelkova	40	40		Village Green	The shortest of the selections

May be used for six foot plus (6'+) planter strip only<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height (feet)	Width (feet)	Scientific Name	Cultivar	Comments
NR	Ash, Urbanite	50	40	<i>Fraxinus pennsylvanica</i>	Urbanite	Very good selection, glossy leaves, tough
NR	Beech, Rivers Purple	50	40	<i>Fagus sylvatica</i>	Riversii	Purple leaves that can fade to green. Good canopy tree.
OK	Cherry	20	6	<i>Prunus serrulata</i>	Amanogawa	Narrow and tightly upright, pink flowers
NR	Elm	55	35		Homestead	Tolerant of DED and Phloem Necrosis. Good canopy tree.
NR	Elm	50	50		Pioneer	Tolerant of DED and Phloem Necrosis. Good canopy tree.
OK	Hawthorn, Crimson Cloud	25	18	<i>Betula</i>	Crimson Frost	Distinctive for is wavy branch and bright red flowers
NR	Hawthorn, Lavalley	28	20	<i>Crataegus X Lavalley</i>		Increases color as season progresses
OK	Hawthorn, Snowbird	22	20	<i>Crataegus mollis</i>		Glossier more handsome leaf
OK	Hawthorn, Toba	20	20	<i>Crataegus x mredenensis</i>	Toba	Hardy tree, well behaved branch pattern
NR	Maple, Freeman hybrid	50	40	<i>Acer x freemanii</i>	Autumn Blaze	Long lasting orange to red fall color
NR	Maple, Bigleaf	60	50	<i>Acer macrophyllum</i>		Native, Good Canopy Tree
NR	Maple, Norway	45	40	<i>Acer platanoides</i>	Superform	Good round selection
NR	Maple, Emerald Queen	50	40		Emerald Queen	Very good upright branched selection

May be used for six foot plus (6'+) planter strip only<sup>1</sup>

Overhead Utility Wires <sup>2</sup>	Common Name	Height	Width	Scientific Name	Cultivar	Comments
NR	Maple, Sugar	50	35	<i>Acer saccharum</i>	Legacy	Glossy dark green leaves, excellent cultivar
NR	Maple	50	35		Commemoration	Another good selection
NR	Maple	50	40		Bonfire	Beautiful fall color but poor form
NR	Oak, Shumard	50	40	<i>Quercus shumardii</i>		Good for alkali sites, similar looking to Scarlet Oak
NR	Oak, Bur	55	45	<i>Quercus macrocarpa</i>		One of the most beautiful oaks. Good canopy tree.
NR	Myrtle, Oregon	50	40	<i>Umbellularia californica</i>		Native, deep green dense foliage, evergreen
NR	Oak, Northern Red	50	45	<i>Quercus rubra</i>		Great tree for large spaces. Good canopy tree.
NR	Oak, Pin	55	40	<i>Quercus palustris</i>		Needs space due to limb drooping, Good for parks or large planters, cannot handle high pH
NR	Oak, Swamp White	45	45	<i>Quercus bicolor</i>		Glossy foliage, exfoliating bark. Good canopy tree.
NR	Pagodatree	50	45	<i>Sophora japonica</i>	Regent	Fragrant flowers, a tough city tree. Good canopy tree.
NR	Oak	50	50		Halka	Another good selection
NR	Plane tree, London	50	40	<i>Platanus acerifolia</i>	Bloodgood	More resistant to Anthracnose, although still can get badly infected. Good canopy tree.
NR	Plane tree, Yarwood	50	40		Yarwood	More resistant to mildew, still gets anthracnose
NR	Tuliptree	60	30	<i>Liriodendron tulipifera</i>	Cultivars Rare	Beautiful tree in larger plantings. Good canopy tree.



**APPENDIX 3 – HERITAGE TREE PROGRAM**

**ALBANY HERITAGE TREE PROGRAM  
NOMINATION INSTRUCTIONS**

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The Albany Heritage Tree Program was established in 1999 to help increase public awareness of the important contribution of trees to Albany's history and heritage. The goal of the Albany Heritage Tree Program is to recognize and designate individual trees within the city limits that are unique in size, structure or species or are significant on the basis of their importance in local, state or national history.

To be considered for Heritage status, please submit the enclosed application. A nomination for the tree must be submitted to the Albany Tree Commission before the end of January. Please attach extra sheets as necessary to answer the questions fully. Heritage Tree designations will be announced during Arbor Week, the first week in April.

**COMPLETED APPLICATION FORMS MAY BE SENT TO:**

*CRAIG CARNAGEY, CITY FORESTER  
CITY OF ALBANY, CITY HALL  
PO BOX 490  
ALBANY, OR 97321*

**ALBANY HERITAGE TREE PROGRAM**  
*NOMINATION FORM*

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***DESCRIPTION AND HISTORICAL SIGNIFICANCE OF TREE(S)***

List the botanical or common name of the tree(s): \_\_\_\_\_

Give reason(s) for the nomination, including any or all of the following: 1) original owner, 2) significant person or events associated with the tree, 3) unusual, distinctive or significant aspect of the tree, or 4) association with the heritage of the community. List who planted the tree(s) (if known), and explain the historical significance of the tree(s) to the region, state, or nation.

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***LOCATION OF THE TREE(S)***

List the county, town, and street or rural route address and directions to the tree.  
Attach a site map, indicating the tree's precise location.

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Describe how accessible the tree is to the general public:

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***PHYSICAL DESCRIPTION OF THE TREE(S)***

Describe the tree's approximate age, size, health, and condition:

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—Continued—

**TREE OWNERSHIP AND PROTECTION STATUS**

Once a tree is designated as a heritage tree, it will remain so unless it becomes necessary to classify it as a dangerous tree and remove as such. Heritage trees may not be removed without the expressed consent of the City Tree commission. (AMC 7.98.120)

Present owner of the property where the tree(s) is located:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Does the present owner support the nomination of the tree(s)? If no, please explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPLICATION PREPARED BY (if different from owner):**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

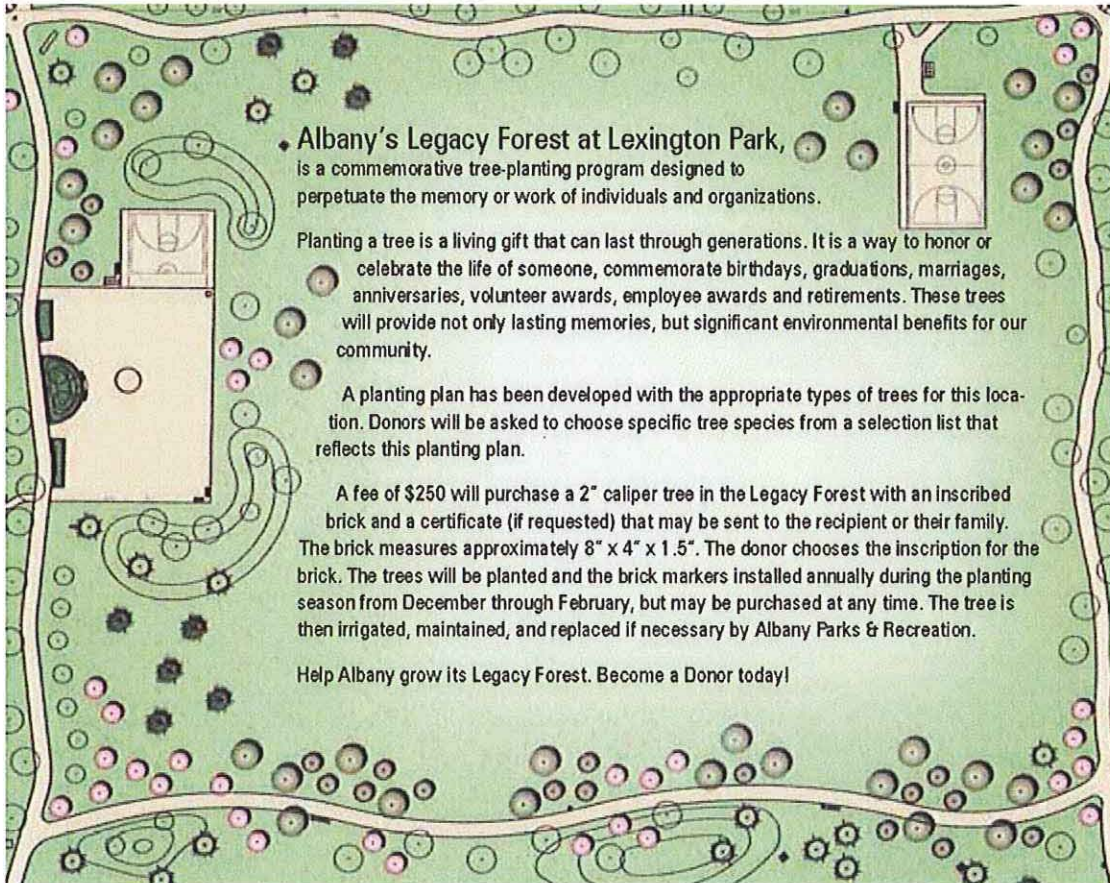
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date Submitted: \_\_\_\_\_



# Legacy Forest

## AT LEXINGTON PARK



### LEGACY FOREST TREE ORDER FORM

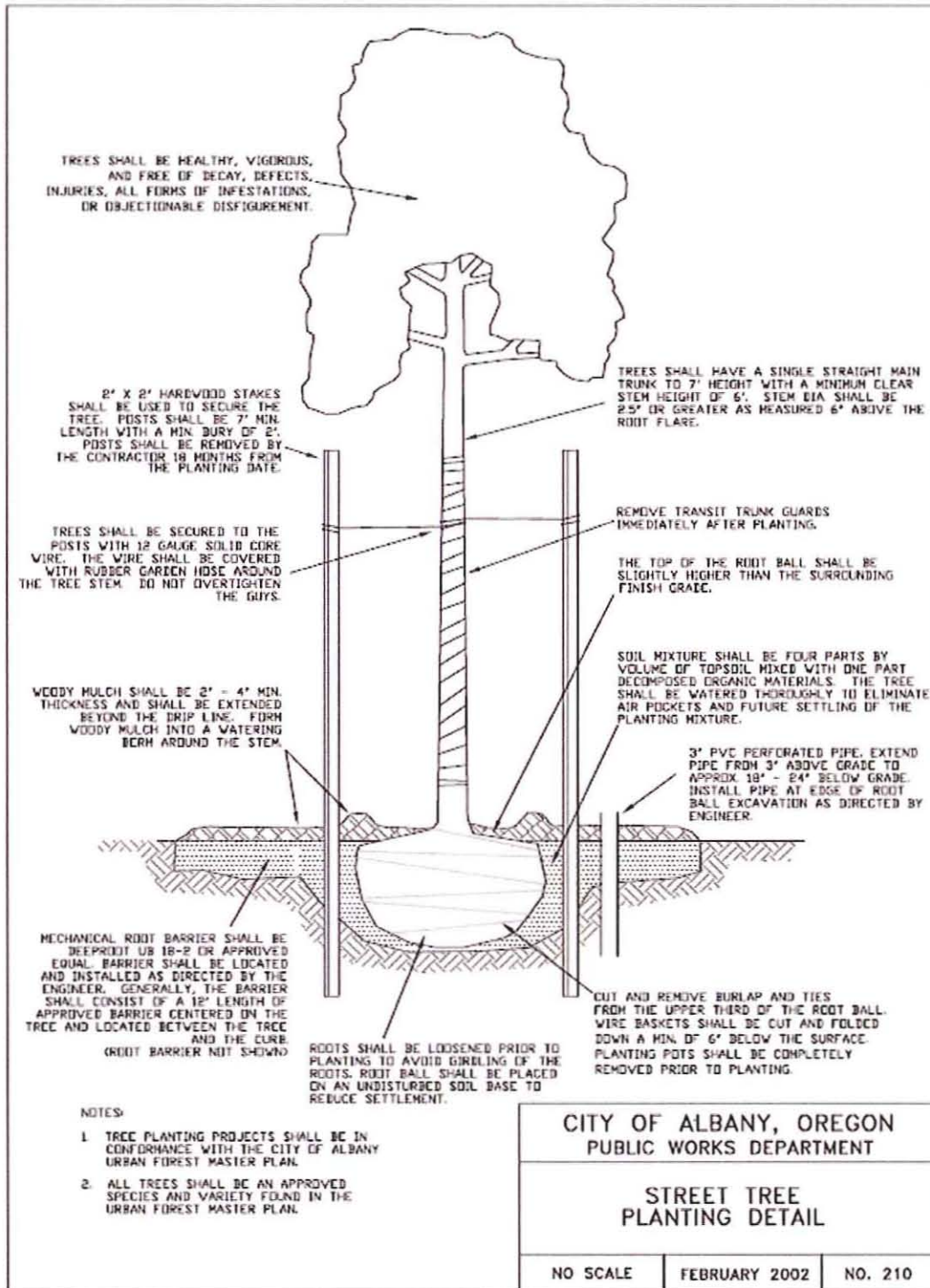
Donor's Name \_\_\_\_\_  
Donor's Address \_\_\_\_\_  
Donor's Daytime Phone \_\_\_\_\_  
In Memory of \_\_\_\_\_  
(Or) In Honor of \_\_\_\_\_ Occasion \_\_\_\_\_  
Brick inscription: 3 lines, up to 16 characters per line

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please send this order form  
and the fee of \$250  
made payable to  
"Albany Parks & Recreation" to:  
**Legacy Forest**  
**Albany Parks & Recreation**  
**PO Box 490**  
**Albany, OR 97321**



# APPENDIX 5 – PRUNING AND PLANTING DRAWINGS



CITY OF ALBANY, OREGON PUBLIC WORKS DEPARTMENT		
STREET TREE PLANTING DETAIL		
NO SCALE	FEBRUARY 2002	NO. 210





**CITY OF ALBANY**  
**APPLICATION FOR TREE REMOVAL PERMIT**

Application is hereby made to the City of Albany pursuant to the provision of Albany Municipal Code (AMC) 7.98 for a tree removal permit for the property herein described.

**Owner of Record**

**Authorized Agent**

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*State*

\_\_\_\_\_  
*Zip*

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*City*

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*State*

\_\_\_\_\_  
*Zip*

\_\_\_\_\_  
*Phone*

\_\_\_\_\_  
*e-mail*

\_\_\_\_\_  
*Phone*

\_\_\_\_\_  
*e-mail*

**Applicant is:** (check one)

- Owner of Record       Purchasing the Property       Agent Authorized by Owner

**Property Information**

\_\_\_\_\_  
*Location*

\_\_\_\_\_  
*Size*

\_\_\_\_\_  
*Parcel Number*

**Permit Type**

- Proposed tree removal is part of a project which will require a building permit.  
 Proposed tree removal is *not* part of a project which will require a building permit.

**Submittal Requirements**

- A list of each species, size, and location of the tree(s) proposed for removal. (*Diameter is measured 4½ feet above the junction of the root and trunk sections.*)
- A statement of the reason for the proposed tree removal.
- A written recommendation by a licensed tree care professional and or ISA certified arborist concerning the health and quality of the tree(s) in question and possible alternative actions (if applicable).
- Pictures that support the reason for removal permit request.
- Map of property that diagrams locations of each tree requested for removal.



# TREE LOCATION SITE PLAN

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

Plot existing or proposed structure(s) and all proposed trees for removal. If trees are to be retained near any trees proposed for removal, please annotate which are to be removed and which are to be retained. Show dimensions from the property lines and existing structures. Show North arrow.

A large grid for drawing a tree location site plan. The grid consists of 20 columns and 20 rows of squares, providing a scale for plotting structures and trees.

## ***APPENDIX 7 – CODES***

### **ALBANY MUNICIPAL CODE**

#### **CHAPTER 2.23**

#### ***CITY TREE COMMISSION***

##### **2.23.010** City Tree Commission established.

There is hereby established a City Tree Commission for the City of Albany, which shall consist of five members. The members shall be appointed by the Mayor and ratified by the City Council. At least one member of the City Tree Commission shall be a representative from the field of arboriculture, landscape architecture, or otherwise have professional knowledge of trees and their care. Members shall be residents of the City of Albany or shall own property or maintain a business within the City of Albany. (Ord. 5269 § 1, 1997; Ord. 5096 § 1, 1993).

##### **2.23.020** Purpose.

The City Tree Commission is established by the Albany City Council to promote and protect the public health, safety, and general welfare of the citizens of Albany by providing for the regulation of the planting, maintenance, and removal of trees in the City of Albany. (Ord. 5096 § 1, 1993).

##### **2.23.030** Term of office and compensation.

City Tree Commission members shall each serve a three-year term with the exception of the original members. The term of office of the first member appointed shall expire on December 31, 1994; the terms of office of the second and third members appointed shall expire on December 31, 1995; and the terms of office for the fourth and fifth members appointed shall expire on December 31, 1996. Commission members shall serve without compensation. (Ord. 5096 § 1, 1993).

##### **2.23.040** Duties and responsibilities.

It shall be the responsibility of the City Tree Commission to:

- (1) Study, investigate, develop, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees in parks, and in public areas, which includes the public right-of-way. The plan will be presented to the City Council and upon their acceptance and approval shall constitute the City Tree Plan for the City of Albany. The Commission, when requested by the City Council, shall consider, investigate, make finding, report, and recommend upon any special matter or question coming within the scope of its work;
- (2) Develop criteria for the City Forester to apply in making decisions entrusted to his/her discretion;
- (3) Designate heritage trees on public and private lands within the City;

(4) Promote the planting and proper maintenance of trees through special events including an annual local celebration of Arbor Day;

(5) Obtain the annual Tree City USA designation by the National Arbor Day Foundation; and

(6) Review the discretionary decisions of the City Forester. (Ord. 5096 § 1, 1993).

**2.23.050** Procedures.

The City Tree Commission shall elect a chairperson and a vice-chairperson and shall develop its own meeting schedule. A majority of the members shall constitute a quorum. The Commission shall keep a journal of its proceedings, which shall be kept on file in the office of the City Recorder. (Ord. 5096 § 1, 1993).

**2.23.060** Review by City Council.

The City Council shall have the right to review the conduct, acts, and decisions of the City Tree Commission. Any person may appeal any ruling or order of the City Tree Commission to the City Council who may hear the matter and make a final decision. (Ord. 5096 § 1, 1993).

**ALBANY MUNICIPAL CODE**

**CHAPTER 7.98**

***TREE REGULATIONS***

**7.98.010** Purpose.

The following chapter is established by the Albany City Council to promote and protect the public health, safety, and general welfare of the citizens of Albany by providing for the regulation of the planting, maintenance, and removal of trees in the City of Albany. Trees of significant size possess considerable environmental and aesthetic qualities beneficial to the community. These standards are intended to balance the preservation of significant trees as a benefit to the community with the individual right to use and enjoy property. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993).

**7.98.020** Definitions.

(1) "Certified arborist" means a person certified by the International Society of Arboriculture as having specialized knowledge, experience, and training related to arboriculture.

(2) "City Forester" means the person designated by the Public Works Director to be the authorized representative in matters concerning the urban forest of the City of Albany.

(3) "Critical root zone" means the distance extending out from and surrounding a tree trunk. The critical root zone distance is calculated by multiplying the diameter of the tree, in inches, measured at four and one-half feet above the mean ground level, by 18. For



example, a tree with a diameter of two inches would have a critical root zone of 36 (2 × 18) inches all around the tree.

(4) “Hazardous or dangerous tree” means a tree that is classified as a hazardous or dangerous tree by the City Tree Commission.

(5) “Person” means any individual, partnership, co partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity, or their legal representatives, agents, or assigns.

(6) “Public trees” means trees located on property designated as a public park and trees located in public right-of-way not defined as street right-of-way.

(7) “Public Works Director” means the person designated by the City Manager to supervise the Public Works Department and who is charged with certain duties and responsibilities by this chapter, or the duly authorized representative.

(8) “Remove or removal” means to fell or sever a tree or the intentional use of any procedure, the natural result of which is to cause the death or substantial destruction of the tree. Removal does not in any context include normal pruning of trees.

(9) “Significant tree” means:

(a) Any heritage, rare, threatened, or endangered tree of any size as defined or designated under state or federal law; or

(b) Any tree designated as significant by the City Tree Commission by virtue of heritage parameters or size.

(10) “Street trees” means trees located in public rights-of-way within the City.

(11) “Tree” means a self-supporting, perennial woody plant characterized by one main trunk or in some cases multiple trunks, and one main canopy of leaves, usually growing to a height of 15 feet or higher.

(12) “Tree circumference” means the distance measured around the trunk of a tree at four and one-half feet above the mean ground level from the base of the trunk. The circumference of a tree with multiple trunks is determined by adding together the individual trunk circumferences greater than six inches. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993).

#### **7.98.030 Prohibited activities.**

(1) It shall be unlawful for any person to remove, destroy, break, or injure any street tree or public tree.

(2) It shall be unlawful for any person to attach or keep attached to any street or public tree or to the guard or stake intended for the protection of such tree, any rope, wire, chain, sign, or other device whatsoever, except as a support for such tree.

(3) During the construction, repair, alteration or removal of any building or structure it shall be unlawful for any owner or contractor to leave any street tree or public tree in the vicinity of such building or structure without a good and sufficient guard or protectors as shall prevent injury to such tree arising out of or by reason of such construction or removal.

(4) Excavations shall not occur within 10 feet of any street tree or public tree without approval of the City Forester, applying criteria developed by the City Tree Commission. Utility pole installations are exempted from the requirements set forth in this subsection. During such excavation or construction, any such person shall guard any street tree or public tree within 10 feet thereof.

(5) All building material or other debris shall be kept at least four feet from any street tree or public tree.

(6) Unless removal is expressly authorized by a land use action or approval issued by the City of Albany, it shall be unlawful to remove any tree larger than or equal to six and one-half feet in circumference (approximately 25 inches in diameter), public or private, within the City of Albany city limits without first making application to the City of Albany and obtaining a permit or as otherwise authorized by this code. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.120).

**7.98.040** Permits required.

(1) A permit shall be obtained from the City Forester, applying criteria developed by the City Tree Commission, before planting, pruning, or otherwise affecting a street tree.

(2) A permit shall be obtained from the City Forester, applying criteria contained in AMC 7.98.180, for the removal of individual trees equal to or greater than six and one-half feet in circumference on all property within the city limits of the City of Albany.

(3) With a permit, adjacent property owners may plant street trees as long as the selection, location, and planting of such trees is in accordance with this chapter.

(4) Any street tree planted that does not comply with this chapter may be removed by the City at the direction of the City Tree Commission. The cost of such removal will be borne by the person or persons who planted the tree.

(5) Permits shall be valid for a period of 180 days following the date of issuance. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.090).



**7.98.050** Street trees – Classification and spacing.

(1) The City Tree Commission shall develop and maintain a list of approved trees for planting along streets. The trees will be listed in three size classes based on mature height: small (under 30 feet); medium (30 to 50 feet); and large (over 50 feet). Lists of trees not suitable for planting will also be created by the City Tree Commission.

(2) The City Tree Commission shall develop criteria on the spacing of street trees. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.030).

**7.98.060** Distance between curb and sidewalk.

The distance street trees may be planted from curbs or curblines and sidewalks will be in accordance with the three size classes listed in AMC 7.98.050(1). No tree may be planted in a planting strip with a width of less than the following: small trees, three feet; medium trees, five feet; and large trees, eight feet. The exception to this rule shall be when curb and sidewalk are protected by a chemical or mechanical barrier approved by the City Forester. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993).

**7.98.070** Distance from street corners and fire hydrants.

The City Tree Commission shall establish standards for planting street trees in vision clearance areas. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993).

**7.98.080** Planting in roadways having no gutter or curb.

No trees, shrubs, or plantings more than 18 inches in height shall be planted in the public right-of-way abutting roadways having no established curb or gutter. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.130).

**7.98.090** Tree topping.

It shall be unlawful for any person to top any street tree, public tree, or heritage tree. Topping shall be defined as the cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal top. Trees severely damaged by storms or other causes or certain trees under utility wires or other obstructions where normal pruning practices are impractical may be exempted at the determination of the City Forester. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.140).

**7.98.100** Exemptions.

In the event of a storm, freeze, or other environmental event resulting in damage to street and public trees, the City Manager may declare an emergency suspension of the permit requirements for the removal and pruning of trees set forth in this chapter. Such declaration shall prescribe dates during which permits are not required, but in no event may any single declaration exceed 21 days. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.150).



**7.98.110** Private utility tree policy.

Upon obtaining a permit from the City Forester, a private utility maintaining its utility system in a street may prune or cause to be pruned, using proper arboricultural practices in accordance with said permit, any tree located in or overhanging the street that interferes with any light, pole, wire, cable, appliance or apparatus used in connection with or as a part of the utility system; but no tree shall be pruned without the consent of the abutting owner until the utility shall have given a written, printed, or verbal notice to the owner or occupant of the premises. The City Forester must be notified before any work proceeds. In cases of emergency, the consent of the abutting property owner may not be required, but notification of any work completed must be reported to the City Forester. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.040).

**7.98.120** Heritage trees.

The City Tree Commission may designate certain trees as “heritage trees” within the City with the consent of the owner(s) of record. The purpose of the heritage tree designation is to recognize, foster appreciation of, and protect trees having significance to the community. The City Tree Commission shall have the authority to determine, select, and identify such trees that qualify as heritage trees. Once a tree is designated as a heritage tree, it will remain so unless it becomes necessary to classify it as a dangerous tree and removed as such. Heritage trees may not be removed without the express consent of the City Tree Commission. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.050).

**7.98.130** Pruning, corner clearance.

Every owner of any tree, located on private property, overhanging any street or right-of-way within the City shall prune the branches so the branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection, traffic sign, or traffic control device, and so that there shall be a clear space of 14 feet above street surface, and eight feet above the sidewalk surface. Said owner shall remove all dead, diseased, or dangerous trees, or broken or decayed limbs that constitute a menace to the safety of the public. The City shall have the right to prune any tree or shrub on private property when it interferes with the light from any street lamp, or interferes with visibility of any traffic control device or sign or vision clearance area at intersections and driveways. Tree limbs that grow within 10 feet of high voltage electrical conductors shall be maintained clear of such conductors by the electric utility company in compliance with any applicable franchise agreements and AMC 7.98.110, Private utility tree policy. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.080).

**7.98.140** Dead or dangerous tree removal on private property.

The City Tree Commission shall have the right to cause the pruning or removal of any dead or dangerous trees on private property within the City, when such trees constitute a hazard to life and property, or harbor insects or disease which constitute an imminent threat to other trees within the City. The City Manager or his designee will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within 30 days after the date of service of notice. The failure of the property owner to prune or remove said dead or dangerous tree within 30 days of the delivery of notice shall be deemed a violation of the Albany Municipal Code, and, in addition to

prosecution of said violation, the City Manager or his authorized representative may at any time thereafter prune or remove said dead or dangerous tree and assess the cost against the property as provided hereafter.

(1) **Deadline to Remove Dead or Dangerous Trees.** Within 30 days after the date of service of the notice, the owner of the property shall cause the tree determined to be dead or dangerous to be removed.

(2) **Requested Removal by City.** At the request of the owner, the City Manager or his/her designate will cause said dead or dangerous tree to be removed for a fee sufficient to cover the direct cost plus 30 percent for administrative overhead with a minimum fee.

(3) **Removal by City.** The City Manager or his/her designate may cause to be removed any tree determined to be dead or dangerous at any time following the deadline for removal set forth at subsection (1) of this section. The cost of the removal of said dead or dangerous tree shall be as calculated in subsection (2) of this section and will be a charge to the owner of the property and will become a lien against the property.

(4) **Right to Enter.** In the event that it becomes necessary for the City Manager or his/her designate to undertake the removal of the said dead or dangerous tree from any private property within the City, the designate of the City Manager shall have the right at reasonable times to enter into or upon said property to remove said dead or dangerous tree.

(5) **Cost to Become a Lien.** Upon completion of the removal of a dead or dangerous tree under these provisions and in the event that the fee is not paid within 30 days thereafter, the City Manager or his/her designate shall file with the City Recorder and thereafter present to the City Council an itemized statement of the cost thereof. After providing the notice and hearing set forth below, the City Council shall, by ordinance, determine the reasonableness of said statements of costs and adjust the same, and thereupon the amount of said statements as approved by the City Council shall be an obligation owed to the City of Albany by the owner or owners of the real property involved, and the City shall have a lien upon said real property for such sum and the lien shall be entered in the lien docket and enforced against said property in the same manner provided for the enforcement of City liens.

(6) **Notice and Hearing.** Prior to the adoption of the ordinance referred to above, the City Manager or his/her designate shall cause a notice to be mailed by registered or certified mail, postage prepaid, to the record owner or owners of any real property upon which the City proposes to impose a lien for the costs of the removal of a tree determined to be dead or dangerous. This notice shall be mailed to the owner or owners of the real property in question at the address designated on the Linn or Benton County real property tax assessment rolls. An error in the



name of the property owner or owners shall not void the assessment nor will a failure to receive the notice of the proposed assessment render the assessment void and any lien imposed pursuant to this section shall be a valid lien against the property. The notice shall contain a summary of the costs which are proposed to be assessed against the owner's property and shall advise of the City's intent to assess said costs against the real property upon which the work was performed and shall further advise the owner or owners of their right to a hearing before the City Council concerning the proposed assessment and the date and time of said hearing.

(7) Summary Abatement. The procedure provided by in this section is not exclusive but is in addition to abatement procedure provided by other ordinances. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.1100, 7.98.110).

**7.98.150** City's power and authority is permissive, not mandatory.

Under no circumstances shall this chapter obligate the City of Albany, or any employee or agent thereof, to undertake any particular action to enforce any of the terms of this chapter. All authority granted to the City, its agents and employees, shall be permissive and not mandatory, and the City, its agents and employees shall have complete discretion to determine whether or not enforcement action of any type should be undertaken and if so, the nature of the enforcement action itself. The remedies provided in these regulations shall be cumulative and in addition to any and all remedies available at law or equity. (Ord. 5495 § 1, 2001; Ord. 5181 § 1, 1995. Formerly 7.98.105).

**7.98.160** Arborist certification.

A tree contractor shall have on staff an arborist certified by the International Society of Arboriculture to be qualified to prune, treat, or remove street or public trees within the City. The certified arborist must oversee all pruning work and certify that all work meets the City's pruning specifications. If a certified arborist is not on the staff of the contractor, the City Forester, applying criteria developed by the City Tree Commission, must approve the tree service contractor before the work begins. In cases where the professional opinion of a certified arborist differs from that of the City Forester, the City Forester may refer the matter to the City Tree Commission for a decision. Nothing in this section shall prevent the employees of public agencies who are not certified arborists from pruning trees on the grounds of those public agencies. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993).

**7.98.170** Permit approval.

The Public Works Director or designee shall approve or conditionally approve permits when it has been demonstrated that one or more criteria in AMC 7.98.180 have been met. (Ord. 5495 § 1, 2001).



**7.98.180** Tree removal permit criteria.

(1) Tree removal will be approved when:

- (a) It has been determined by the City Forester or by a certified arborist, without objection from the City Forester, that a tree is hazardous, dangerous, or significantly impacted by aggressive pests or pathogens, with a potential to spread and no other viable options are reasonably available to minimize hazard or alleviate risk of pest or pathogen to spread; or
- (b) A logging permit issued by the Oregon Department of Forestry has been submitted to the City Forester; or
- (c) Trees are overcrowded and it is determined by the City Forester or a certified arborist that removal will have a positive impact on the overall site and will not compromise the health of residual trees; or
- (d) When necessary pursuant to a building permit for an improvement for which a site plan approval is not required; or
- (e) Variance Clause. When unique circumstances specific to the applicant's situation have been expressed in writing with the application and the City Tree Commission has approved removal. Unique circumstances that could allow for a variance may include but are not necessarily limited to:
  - (i) A tree that is causing significant negative impacts to improvements or personal property;
  - (ii) Personal health reasons such as severe allergic conditions; or
  - (iii) The tree is invasive, having significant negative impact to surrounding vegetation.

(2) In all other cases, a tree removal permit shall be denied. (Ord. 5495 § 1, 2001).

**7.98.200** Conditional permit approval.

The City Forester may specify conditions to the approval of tree removal. Such conditions may include, but not necessarily be limited to, a requirement for certified arborist oversight during construction activities, specific construction methods such as critical root zone protection and protective fencing, post-removal site cleanup, maintenance of replacement trees, and/or post-construction evaluation of tree health. (Ord. 5495 § 1, 2001).

**7.98.205** Permit fees.

Fees for removal permits shall be established by Council resolution. (Ord. 5495 § 1, 2001).

**7.98.210 Appeals.**

Any person who is denied a permit or is granted a permit with conditions may appeal the denial or imposition of condition by filing a written notice of appeal to the City Forester. The notice must be received within 15 calendar days of the date of denial or the date of issuance of the permit with conditions imposed. The appeal must describe in writing the specific basis upon which the appellant asserts that the decision was in error. The specific basis may include but not necessarily be limited to private need, which is unique to the property owner's circumstances as stated in AMC 7.98.180(1)(e). The City Tree Commission will review all appeals. Appeals of decisions made by the City Tree Commission are made to the City Council in accordance with AMC 2.23.060. (Ord. 5495 § 1, 2001).

**7.98.220 Penalties.**

Any person willfully violating any of the provisions of this code relating to the planting, pruning, trimming, or removal of trees shall be guilty of a misdemeanor punishable under the general penalty provided for in Chapter 1.04 AMC. (Ord. 5495 § 1, 2001; Ord. 5096 § 2, 1993. Formerly 7.98.170).

**ALBANY DEVELOPMENT CODE**

**ARTICLE 9**

***ON-SITE DEVELOPMENT AND ENVIRONMENTAL STANDARDS***

**9.200** Maintenance of Landscaped Areas. It shall be the continuing obligation of the property owner to maintain required landscaped areas in an attractive manner free of weeds and noxious vegetation. In addition, the minimum amount of required living landscape materials shall be maintained.

**TREE FELLING**

**9.205** Purpose. Trees of significant size represent a visual and aesthetic resource to the community. These standards are intended to balance the preservation of significant trees as a benefit to the community with the individual right to use and enjoy property. [Ord. 5445, 4/12/00]

**9.206** Definitions. For the purposes of the following sections, these definitions apply:

(1) Fell: To remove or sever a tree or the intentional use of any procedure the natural result of which is to cause the death or substantial destruction of the tree. Fell does not in any context include normal pruning of trees.

(2) Tree: A living, standing, woody plant having a trunk circumference of 24 inches or more.



(3) Tree, Circumference: The circumference of a tree is measured at 4-1/2 feet above mean ground level from the base of the trunk. To obtain the circumference of a tree with multiple trunks, add the individual trunk circumferences, which are greater than six inches in circumferences. [Ord. 5445,4/12/00]

**9.207 Applicability.** Site plan review approval is required for the felling of five or more trees larger than 25 inches in circumference (approximately 8 inches in diameter) on a lot or property in contiguous single ownership in excess of 20,000 square feet in any zone. The following activities are exempt from site plan review:

(1) The action of any City official or of any public utility necessary to remove or alleviate an immediate danger to life or property; to restore utility service or to reopen a public street to traffic.

(2) Felling of any tree that is defined as a nuisance under the Albany Municipal Code.

(3) Any felling necessary to maintain streets or public or private utilities within a public right-of-way or utility easement provided the Tree Commission or City Forester approved the proposed tree felling. [Ord. 5445, 4/12/00]

(4) Felling of trees planted as Christmas trees. [Ord. 5635, 1/11/06]

(5) Felling of trees on property under a Forest Stewardship Plan approved by the Oregon Department of Forestry. [Ord. 5635, 1/11/06]

**9.208 Tree Felling Criteria.** The following review criteria replace the site plan review criteria found elsewhere in this code for the purposes of reviewing tree felling. A site plan review for tree felling will be processed as a Type I-L land use decision.

(1) The Community Development Director or his/her designee shall approve a site plan review for tree felling when the applicant demonstrates that the felling of the tree(s) is warranted because of the condition of the tree(s) with respect to disease, hazardous or unsafe conditions, danger of falling, proximity to existing structures or proposed construction, or interference with utility services or pedestrian or vehicular safety. The Director may require the applicant to provide a Certified Arborist's report.

(2) For property where a site plan review, conditional use or land division application has been approved or is currently under review, the Community Development Director, City Forester, or his/her designee shall approve a site plan review for tree felling when the applicant demonstrates that all of the following review criteria are met:

(a) It is necessary to fell tree(s) in order to construct proposed improvements in accordance with an approved site plan review or



conditional use review, or to otherwise utilize the applicant's property in a manner consistent with its zoning, this code, applicable plans adopted by the City Council, or a logging permit issued by the Oregon Department of Forestry.

(b) The proposed felling is consistent with State standards, City ordinances, and the proposed felling does not negatively impact the environmental quality of the area, including but not limited to: the protection of nearby trees and windbreaks; wildlife; erosion; soil retention and stability; volume of surface runoff and water quality of streams; scenic quality, and geological sites.

(c) The uniqueness, size, maturity, structure, and historic value of the trees have been considered and all other options for tree preservation have been exhausted. The Director may require that trees determined to be unique in species, size, maturity, structure, or historic value are preserved.

(3) For property where tree felling has not been approved as part of a site plan review, conditional use, or land division application, the Community Development Director or his/her designee shall approve a site plan review application for tree felling, if the review criteria above are met, and the following criteria are met:

(a) Trees shall be retained in significantly large areas and dense stands so as to ensure against wind throw.

(b) Wooded areas that will likely provide an attractive on-site amenity to occupants of future developments shall be retained.

(c) Wooded areas associated with natural drainage ways and water areas will be maintained to preserve riparian habitat and minimize erosion. The wooded area to be retained shall be at least 10 feet in width or as required elsewhere in this code.

(d) Wooded areas along ridges and hilltops will be retained for their scenic and wildlife value.

(e) Tree felling on developable areas will be avoided to retain the wooded character of future building sites and so preserve housing and design options for future City residents.

(f) Wooded areas along property lines shall be retained at a minimum width of 10 feet to provide buffers from adjacent properties.

(g) The plan for tree felling shall be consistent with the preservation of the site's future development potential and zoning.

(4) The Director may attach conditions to the approval of the site plan review for tree felling to ensure the replacement of trees and landscape or otherwise reduce the effects of the felling, and may require an improvement assurance to ensure all conditions are met.

(5) Precautions shall be made to protect residual trees and tree roots from damaging agents during and after the removal process. The following tree protection specifications should be followed to the maximum extent feasible for all projects with protected existing trees.

(a) Within the drip line of any protected existing tree, there shall be no cut or fill over a four-inch depth unless a qualified arborist or forester has evaluated and approved the disturbance.

(b) Prior to and during construction, barriers shall be erected around all protected existing trees with such barriers to be of orange fencing a minimum of four (4) feet in height, secured with metal Tposts, no closer than six (6) feet from the trunk or one-half (½) of the drip line, whichever is greater. There shall be no storage or movement of equipment, material, debris or fill within the fenced tree protection zone.

(c) During the construction stage of development, the applicant shall prevent the cleaning of equipment or material or the storage and disposal of waste material such as paints, oils, solvents, asphalt, concrete, motor oil or any other material harmful to the life of a tree within the drip line of any protected tree or group of trees.

(d) No damaging attachment, wires, signs or permits may be fastened to any protected tree.

(e) Large property areas containing protected trees and separated from construction or land clearing areas, road rights-of-way and utility easements may be “ribboned off,” rather than erecting protective fencing around each tree as required in subsection (5)(b) above. This may be accomplished by placing metal t-post stakes a maximum of fifty (50) feet apart and tying ribbon or rope from stake-to-stake along the outside perimeters of such areas being cleared.

(f) The installation of utilities, irrigation lines or any underground fixture requiring excavation deeper than six (6) inches shall be accomplished by boring under the root system of protected existing trees at a minimum depth of twenty-four (24) inches. The auger distance is established from the face of the tree (outer bark) and is scaled from tree diameter at breast height as described in the chart below. [Ord. 5445, 4/12/00]



Tree Diameter at Breast Height (inches)	
Auger Distance from Face of Tree (feet)	
8-9	5
10-14	10
15-19	12
Over 19	15

***BUFFERING AND SCREENING***

**9.210 General Requirements/Matrix.** In order to reduce the impacts on adjacent uses which are of a different type, buffering and screening is required in accordance with the matrix that follows. The property owner of each proposed development is responsible for the installation and maintenance of such buffers and screens. The Director may waive the buffering/screening requirements of this section where such has been provided on the adjoining property in conformance with this Code. Where a use would be abutting another use except for separation by right-of-way, buffering (but not screening) shall be required as specified in the matrix. Where a proposed use abuts undeveloped property, only one half of the buffer width shall be required. [Ord. 5445, 4/12/00

**9.220 Delineation of Area.** A buffer consists of an area within a required setback adjacent to a property line. It has a depth equal to the amount specified in the buffer matrix and contains a length equal to the length of the property line of the abutting use or uses.

**9.230 Occupancy.** A buffer area may only be occupied by utilities, screening, sidewalks, bikeways and landscaping. No buildings, access ways or parking areas are allowed in a buffer area except where an access way has been approved by the City.

**9.240 Buffering.** The minimum improvements within a buffer area consist of the following:

- (1) At least one row of trees. These trees will be not less than 10 feet high at time of planting for deciduous trees and spaced not more than 30 feet apart and 5 feet high at time of planting for evergreen trees and spaced not more than 15 feet apart. This requirement may be waived by the Director where it can be demonstrated that such trees would conflict with other purposes of this Code (e.g. solar access).
- (2) At least five 5-gallon shrubs or ten 1-gallon shrubs for each 1,000 square feet of required buffer area.
- (3) The remaining area treated with attractive ground cover (e.g., lawn, bark, rock, ivy, evergreen shrubs).

**9.250 Screening.** Where screening is required or provided, the following standards apply in addition to conditions (1) and (3) above:



- (1) One row of evergreen shrubs which will grow to form a continuous hedge at least four feet in height within two years of planting, or
- (2) A minimum of a five-foot fence or masonry wall constructed to provide a uniform sight-obscuring screen, or
- (3) An earth berm combined with evergreen plantings or a fence which forms a sight and noise buffer at least six feet in height within two years of installation.

**9.260 Clear Vision.** Buffering and screening provisions are superseded by the clear vision requirements of Section 6.160 and by the fence and wall height restrictions of the zone where applicable. [Ord. 5445, 4/12/00]

**9.270 Landscape Plan.** In lieu of these standards a detailed landscape plan, which provides the same degree of desired buffering utilizing alternative designs, may be submitted for approval.

**9.280 Trees Prohibited on Right-of-Ways.** Because of their potential negative impact on the public infrastructure, it is unlawful to plant any of the following trees in or on any street right-of-way or parking strip in the city: box elder, tree of heaven, golden chain, holly, silver maple, bamboo, poplar, willow, conifer, cottonwood, fruit trees (other than ornamental fruit trees), nut trees (other than ornamental nut trees), and ailanthus.

**9.290 Trees Requiring Approval.** It is unlawful to plant willow, cottonwood, or poplar trees anywhere in the city unless the Director of Public Works approves the site thereof as one where the tree roots will not be likely to interfere with public sewers.

**9.300 Height Requirements.** Trees or shrubs growing in the right-of-way or on private property must be trimmed to maintain a minimum canopy height of 8 feet above sidewalks, or 14 feet above streets or alleys.

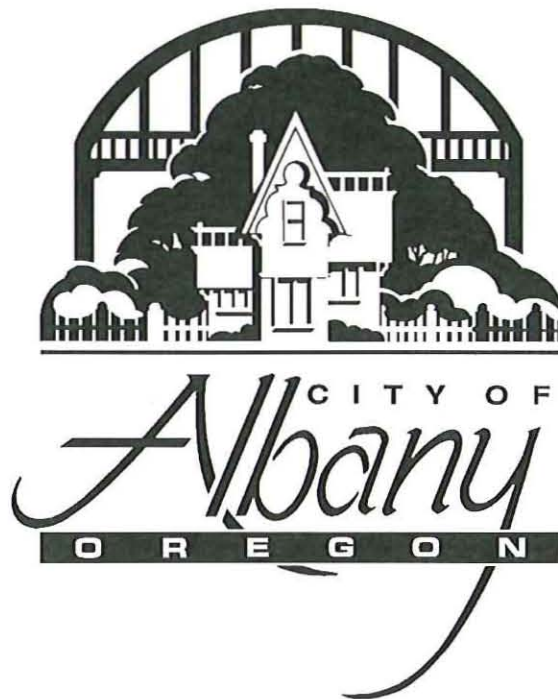
**9.310 Trimming, Removal.** The city manager or duly authorized representative may cause any vegetation in or upon any parking strip, street right-of-way or other public place in the city to be trimmed, pruned, or removed.

**9.320 Planting In Roadways Having No Gutter, Curb.** No trees, shrubs, or plantings more than eighteen inches in height shall be planted in the public right-of-way abutting roadways having no established curb and gutter.

**ALBANY DEVELOPMENT CODE**  
**ARTICLE 12**  
***PUBLIC IMPROVEMENTS***

**STREET TREES**  
[Ord. 5673, 6/27/2007]

- 12.321 General Requirements.** When a new public street is created in conjunction with development, street trees are required in accordance with the standards provided in the Standard Construction Specifications and the Urban Forestry Management Plan.
- 12.324 Street Tree Planting Options.** The following options are available to meet this requirement:
- (1) Submit a street tree plan to the City for planting and establishing trees within the public right-of-way that meets the City standards. The City Forester shall either approve or deny the plan based on the plan's compliance with these requirements.
  - (2) Pay a fee to the City based upon a requirement for one tree per thirty linear feet (30') of street frontage. This fee shall be deposited into the City's Urban Forestry Program Fees Fund. The City shall thereafter assume responsibility for the purchase, installation, and establishment of street trees with the public right-of-way or public lands maintained by the City within or abutting the specified development.



**THE CITY OF ALBANY GRATEFULLY ACKNOWLEDGES THE FOLLOWING PEOPLE  
FOR THEIR ASSISTANCE IN PREPARING AND REVIEWING THIS DOCUMENT:**  
CITY TREE COMMISSION –  
JAY NEIL, GLENN DOCKTER, RICK CARTER, RICHARD MILES, TOM KRUPICKA  
PAST COMMISSION MEMBERS,  
THE LINN-BENTON COMMUNITY COLLEGE HORTICULTURE CLASS  
PAUL RIES, KRISTIN RAMSTAD, TARI HAYES





TO: Albany City Council  
VIA: Wes Hare, City Manager  
FROM: Diane Taniguchi-Dennis, P.E., Public Works Director DSTD  
DATE: April 3, 2008, for the April 7, 2008, City Council Work Session  
SUBJECT: Water Policy and Supply Plan – Benton County and City of Albany  
RELATES TO STRATEGIC PLAN THEME: An Effective Government

Action Requested:

Information provided for Council discussion and direction to staff on whether the City should enter into the Memorandum of Cooperation.

Discussion:

At the March 10th Council meeting, Benton County Commissioner Linda Modrell brought before Council a Memorandum of Cooperation to promote collaboration between Benton County and the City of Albany for the purpose of creating a cross-jurisdictional and cross-watershed water policy and supply plan. Attached is the Memorandum of Cooperation presented by Benton County for Council discussion and direction to staff on whether the City should enter into the Memorandum of Cooperation.

Budget Impact:

No budget impact with the execution of the Memorandum of Cooperation.

DTD:kw  
Attachment

## MEMORANDUM OF COOPERATION

Between  
Benton County  
and the  
City of Albany

### Water Policy and Supply Plan

**Purpose:** The Memorandum of Cooperation (MOC) is intended to promote collaboration between the parties for the purpose of creating a cross-jurisdictional and cross-watershed water policy and supply plan to be considered by elected officials in the cities and counties from which data is collected in the upper Willamette Basin. This effort is consistent with the Governor's H2O and Oregon Water Resources Department's charge from the Governor and Oregon's Legislature.

**The MOC includes:**

- 1) Sharing a common interest in a sustainable water supply;
- 2) Acknowledging the collective goals of the Parties' to provide water to current and future generations of the county;
- 3) Desiring to promote and enhance social well-being, environmental quality, and sustainable economic development;
- 4) Desiring to promote public health and community welfare by fostering interdisciplinary scientific research;
- 5) Acknowledging the collaborative mission of the Parties' to establish broad policy;
- 6) Acknowledging the many municipalities and others have done admirable work to collect use data, develop management programs that speak to resource conservation, high quality drinking water, and adherence to federal and state law

Recognizing the Parties' mutual interest in working together with technical assistance and outreach from the Institute for Water and Watersheds at Oregon State University, to contribute to creating Water Supply Policy relationships with the City of Albany and water resource management organizations, including, but not limited to: the Oregon Water Resources Department, Watershed Councils, Private Water Utilities, Agriculture, Businesses of the region and participating Counties;

The City of Albany and Benton County do hereby simultaneously declare the following framework for the Parties' working relationship:

#### *Article I*

The Parties will use their best efforts to establish a long-term, collaborative working relationship to aid in forming a Benton County Water Supply Plan and Policy, starting with participation in completing water needs analysis and assessment.

The Parties are especially interested in pursuing cooperative opportunities in the following areas of

common interest:

1. Clean water supply for current and future populations of Benton, Lane, and Linn Counties: Willamette River Headwaters communities
2. Sustainable water supply with efficient delivery systems for city residents, businesses, agriculture and other natural resources within the City's jurisdiction
3. Consensus building, public participation, and conflict resolution and management during working relationship forums that discuss water resource analysis and policy initiatives.
4. Sustainable management of both surface and groundwater resources
5. Public education and outreach regarding local water resource issues
6. Sustainable management of wastewater
7. Effects of climate change on future water supply

## *Article II*

Each party shall designate a principal representative to serve as the primary point of contact between the parties on all matters arising under this Memorandum of Cooperation.

## *Article III*

Any collaborative activity undertaken between the Parties shall only be done under the authority of the laws, regulations, and policies governing each party individually.

## *Article IV*

Notwithstanding any other provision, nothing in this Memorandum of Cooperation shall be construed as binding. Further, nothing in this document shall be construed as either authorizing or obligating either party to commit funds or resources to any project or work except as otherwise authorized by the laws, regulations, and policies governing each party individually.

## *Article V*

This Memorandum of Cooperation shall become effective when signed by all principal representatives.

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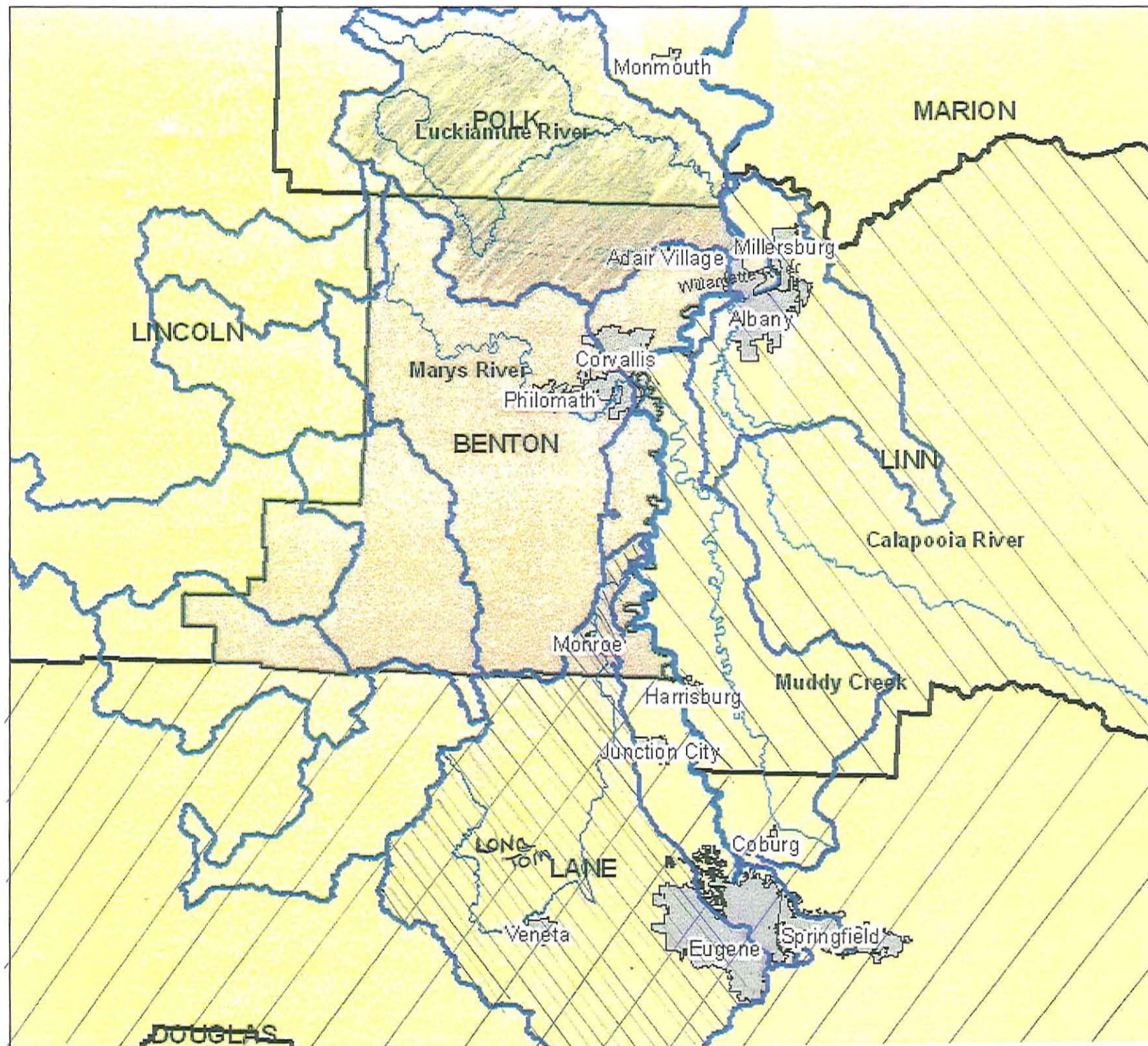
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UPDATE  
March 2008

City of Albany Strategic Plan  
2008-2013

March 2008

**Our Mission:** Providing quality public services for a better Albany community.

**Our Vision:** A vital and diversified community that promotes a high quality of life, great neighborhoods, balanced economic growth, and quality public services.

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## OUR VALUES

The City of Albany's Strategic Plan is guided by three fundamental elements: our mission, our vision, and our core values. Our mission statement is based on the principles of high quality and continuous improvement. Our vision statement presents a compelling future toward which our strategic plan is directed. Both our mission and our vision are founded on the following basic values that guide all of our actions and that reflect what we expect from our employees and our elected officials:

**Transparent, Open, and Honest Government.** This value reflects our first and most important responsibility. Our competence is measured and, in fact, reinforced through active engagement of those we serve. We maintain an organizational reputation for openness, honesty, and integrity.

**Dedication to Service.** Our primary duty is to the people we serve. We are accessible, responsive, consistent, and understanding. We provide assistance beyond our customers' expectations, and we find effective solutions to problems that they bring to our attention.

**Fiscal Responsibility.** Proper use of public resources is a trust which we continually guard. In our management of this trust, we must avoid even the appearance of impropriety. In our management of public funds, we constantly strive for the greatest possible efficiency and effectiveness.

**Personal Honesty and Integrity.** Each of us demonstrates the highest standards of personal integrity and honesty in our public activities to inspire confidence and trust in our government.

**Excellence.** We continually pursue excellence by being creative, professional, taking risks, showing initiative, and being committed to our community and team. In this pursuit, we support continuing education and training for all team members.

**Teamwork.** We are a team that emphasizes high levels of trust and cooperation and a commitment to excellent communications within the organization. We encourage employees to exercise independent judgment in meeting customer needs through professional behavior that is consistent with our values.

**A Humane and Diverse Organization.** We are a humane organization that honors diversity and protects individual rights. Open communication, respect for others, compassion, and a sense of humor contribute to our positive work environment. We make it possible for every employee to achieve his or her full potential. We value the cultural and social diversity that is reflected in our community, and we welcome the changes and new perspectives that this diversity brings to us. We protect those individuals whose basic rights are placed in jeopardy.

### Why do Strategic Planning?

If our mission and vision statements are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and the community toward a desired future.

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This requires clearly defined goals, proactive strategies, committed leadership and effective management. Above all, it requires managing the forces of change. Those forces include community demographics, state and federal mandates, fiscal constraints, economic conditions, emerging technologies and many other influences on our service delivery efforts. High performing organizations are those that learn to anticipate and adapt to change by creating value for those we serve and motivation and meaning for those who serve them. The best tool for accomplishing these objectives is strategic planning.

### Strategic Plan Themes

Our Strategic Plan has four primary themes that reflect our mission and vision statements: **Great Neighborhoods**, a **Safe City**, a **Healthy Economy**, and an **Effective Government**. Specific goals, objectives, strategies and actions move the organization toward our vision of the future.

Each theme is followed by the City's primary goals in that subject area for the foreseeable future. The goals should remain constant over time and should only be revised to reflect significant community changes or unanticipated events. A list of measurable objectives or benchmarks helps us track progress toward the goals. Objectives are generally identified to cover the five-year planning period from the date they are adopted or revised. Strategies and actions are needed to meet the benchmarks. The strategies and actions in this document represent items that are likely to require public involvement and City Council action. Many more strategies and actions will be developed at the department and division level to align the entire organization with the goals and objectives.

This plan is intended as a work in progress. While the mission, vision, values and goals should remain constant, the objectives and strategies and actions will need periodic review and refinement. We will track progress through regular reporting on the measure, and they will be incorporated into department, organization, and community publications. The annual Budget and Capital Improvement Program will serve as reporting and implementing policy documents, identifying relationships with the Strategic Plan.

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## Great Neighborhoods

### Goals:

Create and sustain a city of diverse neighborhoods where all residents can find and afford the values, lifestyles, and services they seek.

Provide an efficient transportation system with safe streets and alternative modes of transportation (bike, pedestrian, transit, rail, and air).

Provide effective stewardship of Albany's significant natural resources.

Provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.

### Great Neighborhoods Objectives:

1. Improve the condition of Albany's transportation system.
2. Achieve excellence in Library programs and facilities as measured by the Oregon Library Association benchmarks.
3. Design strategies that protect Albany's significant natural resources.
4. Establish and sustain a system of parks, open spaces, recreation facilities and recreation services that meets the needs of our community.
5. Maintain the value and attraction of Albany's historic assets.
6. Improve neighborhood design standards.

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## Great Neighborhoods Strategies and Actions:

1. Decrease reported property code violations
  - a. Utilize the CARA district to clean up and enhance the livability of the downtown core.
2. Assess Albany's housing needs and issues; adjust plans and policies, and implement strategies to address these by 2010. Develop proposals to amend plans and policies.
  - a. Update Development Code regulations to improve appearance of residential development along arterial and collector streets.
  - b. Identify pockets of substandard housing and infrastructure for potential grant funding or other resources.
  - c. Implement the housing policies in the Albany Comprehensive Plan.
  - d. Bring more properties into compliance with the Development and Municipal Codes.
  - e. Develop and implement a plan for alternate modes of transportation from homes to places of employment, retail centers, recreation/entertainment venues, and other high-traffic locations.
3. Continue to assess library services and facility needs through 2013.
  - a. Update and refine Library strategic plan. Complete new library renovation.
  - b. Draft new library strategic plan.
  - a-c. Raise funds for renovation and build donor base.
4. Periodically assess the community's needs for parks, recreation facilities and services; adjust plans and strategies as necessary to achieve new objectives.
  - a. In FY 2008-09, complete a new Recreation Services Strategic Plan to guide the provision of recreation programs and activities
  - b. Complete park improvements projects called for in the adopted 2006-2010 Parks and Recreation Master Plan.
  - c. In FY 09/10, update the Parks, Recreation and Open Space Master Plan.
5. Establish and sustain the community partnerships that are necessary to meet the community's parks and recreation needs.
  - a. Complete the new City gymnasium and related improvements in conjunction with the proposed new YMCA in FY 2008-09; initiate joint operations.
  - b. Complete improvements to the new Kinder Park on Oak Street in partnership with the Boys and Girls Club of Albany in FY 2008-09.
6. Seek and secure—the financial resources required to meet the community's parks and recreation service objectives, emphasizing a greater reliance on non-tax resources.
  - a. Complete a Revenue Enhancement Plan in FY 2008-09 to guide efforts in pursuit of grants, private donations, sponsorships, charges-for-service, earned income and other forms of non-tax support; implement strategies as recommended by the plan.
  - b. In 2008-09, adopt a cost recovery policy for all recreation services and activities.

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7. Assess natural resources needs and issues; adjust plans and policies, and implement strategies to address them:
  - a. Assess the effectiveness of current wetland and riparian area protection measures; adjust plans to meet objectives.
  - b. Continue to inventory public trees, trees in City parks, and significant large trees and stands of trees on developable property.
  
8. Assess transportation system needs and issues; adjust plans and implement policies.
  - a. Update Transportation System Plan and develop a viable financial plan to fund priority projects.
  - b. Increase spending on street maintenance to improve the condition of City streets.
  - c. Work with Oregon Department of Transportation to develop a short- and long-term strategy for improving Albany's Interstate 5 interchanges and ingress-egress in North Albany.
  - e.d. Provide safe public transportation for residents, students and other users.
  - e.c. Develop a rail strategy to:
    - i. Explore available options to develop inter-city passenger rail service between Albany, Lebanon, Sweet Home, Corvallis and Philomath.
    - ii. Solve the Queen Avenue and Pacific Boulevard bottleneck.
    - iii. Solve the North Albany Road, Spring Hill Drive, Water Avenue, and Willamette River crossing bottlenecks.
  
9. Maintain the value and attraction of Albany's historic assets.
  - a. Increase the number of contributing historic assets.
  - b. Use CARA funding to enhance retail growth and viability in the Downtown Historic District.
  - b.c. Increase the percentage of downtown structures that meet current fire and life safety standards.
  - e.d. Develop a-streetscape designs for Water and Second Avenues.
  - e.c. Work with railroad interests to create a long-term solution to resolve the rail line impediment to waterfront development.

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## A Safe City

### Goals:

Ensure a safe community by protecting people and property.

Provide safe, sufficient, and reliable drinking water, sewage disposal, and drainage systems.

### Safe City Objectives:

#### Police

1. Meet or exceed national benchmarks for police services in comparably-sized cities.
2. Reduce the number of traffic accidents involving physical injury or fatalities in our community.
3. Reduce the availability and abuse of illegal drugs through traditional and innovative enforcement efforts.
4. Measure community perception of personal safety through community surveys.
5. Measure community perception of service they receive when reporting crimes and their interaction with police department staff through community surveys.
6. Strengthen and improve community police services aimed at reducing crime to sustain and improve the quality of life in our community.

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#### Fire

1. Strive to reduce the number of residential, commercial and industrial structure fires to the benchmark achieved by comparable Oregon communities.
2. Strive for a response time of four minutes or less to 90 percent of fires and emergencies within the City.
3. Evaluate the potential adoption of fire sprinkler ordinances and standards which would help to minimize impacts on emergency response services and capabilities.
4. Review development and street design standards for impact on traffic, emergency response times and law enforcement.
5. Review water system designed fire flows and applicable zoning to identify potential impacts on fire suppression capabilities.

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Evaluate options other than relying on public safety levy for police and fire department operations.

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Evaluate and improve life safety services focused on reducing fire risks and providing education and training to the community to increase personal safety preparedness and awareness.

Ensure department maintains adequate resources and personnel to comply with state and national standards.

~~6. Evaluate options other than relying on public safety levy for police and fire department operations.~~

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#### Public Works

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7. Meet or exceed safe water regulations and national benchmarks for service delivery to provide safe, sufficient, and reliable drinking water services.

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8. Meet or exceed benchmarks for wastewater and drainage systems for service delivery and compliance with environmental regulations.

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#### **Safe City Strategies and Actions:**

1. Assess public safety service and infrastructure needs through 2010; develop plans and strategies to meet those needs.
  - a. Identify and secure property for the replacement of downtown fire station in 2007.
  - b. ~~Construct new downtown fire station in 200\* utilizing reserve funding set aside for construction.~~ Evaluate potential for a joint fire/police facility to meet relocation needs for the downtown fire station in fiscal year 2008-2009.
  - c. In conjunction with Public Works and Parks, evaluate purchase of 5-12 acres of property in the south end of the city for construction of future fire administrative offices, fire station and fire training center. fire station and administrative offices and training center if unable to co-locate with police services.
  - d. Construct new fire administrative building in 200\* at south end property.
  - e. Begin development and construction of training center in 200\* at south end property.
  - f. Complete identified seismic upgrades required for the 34<sup>th</sup> Avenue station in 200\*.
  - g. Provide for peak load staffing of fire department resources through staffing an additional ambulance 12 hours a day ~~beginning in fiscal 2007-2008.~~ seven days a week beginning in fiscal year 2008-2009.
  - h. Begin planning for placement, construction and staffing of a northeast fire station to meet increased call volume and risks associated with industrial and residential development in 2009.
2. Assess water system needs and issues; adjust policies and implement strategies.

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- a. Assess and adjust water operating and maintenance program service levels and priorities to meet benchmarks.
  - Re-evaluate water bill subsidy program to include fixed-income seniors and other low-income households.
  - b.
  - c. e—Meet the standard of a maximum 10% water loss from the system.
3. Assess wastewater system needs and issues; adjust policies and implement strategies.
    - a. Assess and adjust wastewater operating and maintenance program service levels and priorities to meet benchmarks.
  4. Assess storm drainage system needs and issues; adjust policies and implement strategies.
    - a. Assess current service levels and funding.
    - b. Assess service levels needed to be in compliance with environmental programs.
    - c. Develop an organization plan for effective delivery of storm drainage systems.
  5. Create inventory of residential occupancies.
  6. Develop traffic safety strategies.
    - a. Fully implement photo red light traffic program in our community.
  7. Enhance police crime/drug strategies.
    - a. Consider the formation/implementation of a “Street Crimes Unit” concept as the community grows.
    - b. Explore potential interagency partnerships related to prolific offender targeting programs.

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## A Healthy Economy

### Goal:

- Build and maintain a healthy economy (or)
- Enhance the value and diversity of Albany’s economy through building on Albany’s status as a regional center of manufacturing, research and development, retail services, finance, health care, tourism, and government;
- Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses; and
- Achieve a healthy balance of housing and jobs.

### Healthy Economy Objectives:

1. Increase the percentage of family-wage jobs in Albany.
2. Balance community investments with benefit of return.

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3. Build on Albany's status as a regional center of manufacturing, retail services, finance, health care, tourism, and government.
4. Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.
- 2-5. Achieve a healthy balance of housing and jobs.

### Healthy Economy Strategies and Actions:

1. Approve and implement an economic development plan to sustain a balanced economy that supports the expansion and retention of family wage jobs.
  - a. Continue leveraging existing economic development resources, i.e. Albany-Millersburg Economic Development Corporation, Albany Visitors Association, Albany Downtown Association, Chamber of Commerce, Linn County and State of Oregon, as well as expanded cooperation and collaboration with the Greater Albany Public Schools, Linn-Benton Community College and Oregon State University.
  - a-b. Strengthen relationships with existing local industries to assure their economic health
  - c. Assist AMEDC and Oregon Economic and Community Development Department in developing a marketing and recruitment plan that capitalizes on Albany's unique attributes.
  - b-d. Serve as a clearinghouse in cooperation with AMEDC for new companies wanting to locate in the area.
  - e-c. Develop a targeted-industries approach to attract and retain business and industry for Albany.
  - f. Partner with regional, state and local investors to develop an investment strategy in existing and emerging business and industry.
  - d-g. Continue to resolve barriers to economic growth and expansion such as wetland legislation, educational support and other political sources.
  - e-h. Ensure an adequate supply of zoned and serviced industrial and commercial property for growth and expansion.
  - f-i. Develop two additional state-certified industrial sites by 2008.

—Continue development of Central Albany Revitalization Area downtown and waterfront areas to increase the tax increment income of the district.

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### An Effective Government

#### Goals:

- Effectively deliver the services that Albany's citizens need, want, and are willing to support.
- Establish City government as a model of sustainability in practice.

#### Effective Government Objectives:

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1. Increase percentage of the population directly participating in local government.
2. Create a financial model to support long-term goals.
3. Achieve customer satisfaction of at least 85 percent for services and the cost of services delivered.
4. 100% of City-initiated ballot measures approved by voters.
5. Achieve City of Albany standards related to the continuous preservation, repair and maintenance of all City buildings and facilities.
6. Explore the concept of neighborhood groups.

**Effective Government Strategies and Actions:**

1. Use the City communications plan to encourage informed citizen participation in local government.
- ~~1-2.~~ Continue citizen involvement in boards and commissions for CARA and Albany Municipal Airport.
- ~~2-3.~~ Create and implement a comprehensive index of community satisfaction with municipal services through a variety of media.
- ~~3-4.~~ Create and maintain a legal framework that enables the City to respond more effectively to federal, state, and judicial requirements.
5. Update and report on the City's Strategic Plan annually.
- ~~4-6.~~ Evaluate financial and operational implications to the City of a countywide library district.
- ~~5-7.~~ Pursue appropriate alternative service delivery models through the use of regional collaborative partnerships, private contracting, volunteers, and other innovative methods.
- ~~6-8.~~ Submit organizational achievements for professional association recognition and publications.
  - a. Continue to achieve recognition of organizational excellence by the Government Finance Officers Association and others.
  - b. Achieve annual award for wastewater treatment performance from Association of Metropolitan Sewerage Agencies.
  - c. Maintain a certified National Biosolids Environmental Management System program.
- ~~7-9.~~ Demonstrate effectiveness with partner governments
  - a. Schedule periodic meetings with partner governments.
  - b. Identify joint venture opportunities that have the potential cost savings.
  - c. Maintain regular communication with state and federal delegation on community needs.
  - e-d. Utilize all opportunities to acquire state, federal and private funding resources for economic development to stretch and leverage the dollars committed by the City of Albany.

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- 8.10. Evaluate customer service delivery needs and actions.
- 9.11. Establish a citizens commission on sustainability.
- 10.12. Implement results and recommendations from community survey.
13. Support development of neighborhood organizations within the city.

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#### Appendix

#### Capital Necessary to Achieve Strategic Plan Goals

Webster's Dictionary defines capital as "...a store of useful assets or advantages." Our organization has a finite amount of capital with which to accomplish our Strategic Plan goals. The efficient and well-planned distribution of this capital is critical to our future success. It is important to understand what these capital elements are and how each is affected by the decisions we make. The six areas of capital from which we draw are physical, economic, social, political, environmental, and human. Our goals for effective use of these forms of capital are:

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1. To maintain and improve the City's physical capital through the active management and sustainability of public infrastructure.
2. To strengthen our economic capital by building on Albany's unique advantages, developing and promoting a strategic economic plan, and leveraging public and private resources to maintain and attract family-wage jobs.
3. To raise Albany's social capital by enabling civic leadership, community involvement and developing great neighborhoods.
4. To build political capital to meet the broader long-range public service needs of Albany and the surrounding region.
5. To protect and enhance environmental capital through the strategic management of our natural resources.
6. To safeguard and enhance the human capital of our organization as an important building block necessary to achieve the other goals.

#### **Trends**

- Decrease percentage of households spending more than 30 percent of income on housing and utilities from 34 percent in 2000 to 30 percent by 2010.
- Increase owner-occupied households from 60 percent in 2000 to the statewide average (currently 64 percent) by 2010.
- Reduce the percentage of Albany residents below poverty from 11.5 percent in 2000 to 10 percent in 2010.
- Increase median income of Albany families to at least 100 percent of state median income as measured by 2010 Census data.
- Increase visitor stays.
- Improve ratio of jobs to housing units.

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