



**CITY OF SANGER**  
**TREE & LANDSCAPE COMMISSION**  
**FEBRUARY 1, 2010**

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**AGENDA**

*6:00 PM Regular Meeting  
City Hall Council Chambers*

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. FLAG SALUTE - Commissioner Sergent**
- D. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**
- E. PUBLIC PARTICIPATION**  
*This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on the agenda and within the area of responsibility of the Commission. It is the policy of the Commission not to answer any questions impromptu and complaints should be referred to the Public Works Department. Speakers should limit their comments to five minutes*
- F. MINUTES**
- G. OFFICER REPORTS**
  - 1. Chairperson's Report
- H. COMMITTEE REPORTS**
  - 1. Downtown Beautification
- I. OLD BUSINESS**
  - 1. Discussion of the removal of trees at Brehler Square.
- J. NEW BUSINESS**
  - 1. Review the updated DRAFT Right of Way Ordinance and make comments as needed.
- K. COMMISSIONER COMMENTS**
- L. ANNOUNCEMENTS**
  - 1. Next Meeting March 1, 2010
- M. ADJOURNMENT**

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*Raul Cantu, Chairperson  
Sharri Carter, Commissioner*

*David Pinuelas, Commissioner*

*Madlyn Esquer, Vice Chairperson  
Gail Sergent, Commissioner*

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*John White  
Interim City Manager*

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*John Mulligan  
Secretary/Deputy Public Works Director*



CITY OF SANGER  
TREE & LANDSCAPE COMMISSION  
MEETING OF FEBRUARY 1, 2010

CITY OF SANGER  
MINUTES OF THE TREE & LANDSCAPE COMMISSION  
For December 7, 2009

The regular meeting was held in the Sanger City Hall Chamber at 6:00 p.m.

- A. CALL TO ORDER:** Chairperson Cantu called the meeting to order at 6:15 p.m.
- B. ROLL CALL:** These Commissioners were present; Cantu, Esquer, Carter, Sergent, Pinuelas.
- Staff present included John Mulligan, Secretary/Deputy Public Works Director.
- C. FLAG SALUTE:** Commissioner Carter led the flag salute.
- D. AGENDA APPROVAL:** Agenda approved.
1. Motion to approve: Pinuelas  
2<sup>nd</sup>: Sergent  
Vote: 5 - 0 (approve)
- E. PUBLIC PARTICIPATION** None.
- F. MINUTES:**
1. Minutes, December 7, 2009.  
Motion to approve: Pinuelas  
2<sup>nd</sup>: Carter  
Vote: 5-0 (approve)
- G. OFFICER REPORT:**
1. Chairperson's Report: None
- H. COMMITTEE REPORTS:**
1. Downtown Beautification Committee:  
Sergent No Downtown Beautification Committee meeting.
- I. OLD BUSINESS:**
1. Discussion: Discussion of Downtown Beautification Plan Update.  
Mulligan Discussed the recent tour of the downtown area with Sergent, Karen Steinhauer and Nettie Inouye. Shrubbery blocks car doors, overgrown. New planting strategies for planter areas.

**J. NEW BUSINESS:**

1. Discussion: Discussion of removal 5 trees in Brehler Square adjacent to Bise Furniture. City funded. Commission asked to look into having the trees moved to another location.
2. Discussion: Discussion of the request to remove a tree located at 1119 8<sup>th</sup> Street. Commission voted 5-0 to allow the removal of the tree and replace with another tree.
3. Discussion: Discussion of the request to remove a tree located at 1625 8<sup>th</sup> Street. Commission voted 4-0 (Cantu abstained) to allow the removal of the tree and replace with another tree.

**K. COMMISSIONER COMMENTS:**

1. Carter Noted the sidewalks on N Street and the poor condition. Sound system is unacceptable but safety issues are more important for PG&E grant funds.
2. Sergent Not many decorations for the Christmas Tree City. Get light pole sponsors.
4. Pinuelas Further define the downtown borders. Look to beautify the entries to the downtown areas. More efforts towards Christmas Tree City.
5. Esquer It would be nice to have banners on light poles as was used in the past. Possible use of sponsors and Banner Factory.

**L. ANNOUNCEMENTS:**

None

**M. ADJOURNMENT:**

The meeting adjourned at 7:15 p.m.

Motion to adjourn: Pinuelas  
2nd: Sergent  
Vote: 4-0 (to adjourn – Cantu left early)

# AGENDA ITEM # J-1

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANGER AMENDING CHAPTER 58 OF THE SANGER CITY CODE BY DELETING ARTICLE IV IN ITS ENTIRETY AND ADOPTING A NEW ARTICLE IV ESTABLISHING POLICIES FOR LANDSCAPING WITHIN THE PUBLIC RIGHT OF WAY AND ON CITY-OWNED PROPERTY.

WHEREAS, the City Council finds that healthy, well chosen trees can help recharge ground water, reduce soil erosion and water pollution, decrease noise along streets, provide shade, reduce street side temperatures, reduce air conditioning costs, provide wind break and instill community pride; and

WHEREAS, the City Council finds that poorly chosen trees can cause significant damage to the City's sewer collection system by invasive roots; and

WHEREAS, the City Council finds that poorly chosen trees can cause significant damage to curbs, gutters, sidewalks and streets due to surface tree roots; and

WHEREAS, the City Council finds that a significant number of trees in the City's older areas have reached maturity, are diseased and often conflict with overhead utility lines and/or structures; and

WHEREAS, the City Council finds that tree planting in past decades did not take into account tree height at maturity, types of roots or possible variation of species to avoid susceptibility to blight and plague; and

WHEREAS, the City Council finds that tree planting in past decades did not take into account the need for water conservation; and

WHEREAS, the City Council finds that there is a need within the City to establish new policies for landscaping within public rights-of-way and on other City-owned and/or controlled properties which will result in: (a) less water consumption; (b) less maintenance above and below ground, resulting in a cost savings to the City's taxpayers; (c) no poisonous and/or fruit-bearing plants; (d) increase public safety; (e) a more diverse array of trees less susceptible to blight and plague; (f) a healthier urban forest; and (g) a logical system for regulating landscaping activities. allowing mobile food vendors access to additional areas to include the City's Public Works Yard and businesses located in industrial zones and construction sites will benefit employees by providing food and drink during breaks and lunch; and

NOW, THEREFORE, the City Council of the City of Sanger does ordain as follows:

1. Article IV. TREES AND SHRUBS, of Chapter 58 of the Sanger City Code is hereby repealed in its entirety.

## AGENDA ITEM # J-1

2. A new Article IV. LANDSCAPING WITHIN PUBLIC RIGHTS OF WAY AND ON CITY PROPERTY, is adopted as follows:

### ARTICLE IV. LANDSCAPING WITHIN PUBLIC RIGHT-OF-WAY AND ON CITY PROPERTY

#### **Sec. 58-76 Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Landscape plan* means a to-scale drawing of existing and proposed features such as (but not limited to) sidewalks, streets, signs, street lights, utility poles, trees, shrubs, and ground cover.

*Public right-of-way* means that area ascribed on Final Parcel and Final Subdivision Maps as under the ownership, easement, and/or jurisdiction of the city for streets, bicycle paths, pedestrian trails, and any other area so used through prescriptive rights.

*Street trees* means trees within public right-of-way.

*Landscaping* means all vegetation (groundcover, bushes, vines, trees, etc.) located within public right-of-way.

*Topping* means the severe cutting back of tree limbs to stubs larger than three inches in diameter within a tree's crown, removing the tree's normal canopy and disfiguring it.

#### **Sec. 58-77 Jurisdiction.**

The City of Sanger maintains jurisdiction over all planting and maintenance of vegetation within public right-of-way, parks, and all other properties owned by the city and/or areas of easement granted to the City.

#### **Sec. 58-78 Policies regarding vegetation within public right-of-way, parks, and areas owned by or held in easement for the City.**

It is the City policy to promote healthy vegetation within its jurisdiction that is drought tolerant, requires a minimum of maintenance, and does the least possible damage to infrastructure while posing the least amount of danger of injury or damage to public or private property.

#### **Sec. 58-79 Establishment and composition of tree and landscape commission.**

A tree and landscape commission, including five members who reside within the Sanger Sphere of Influence, is hereby established. The members will include one

## AGENDA ITEM # J-1

member from the planning commission, one member from the parks and recreation commission, one member from the Sanger Environmental Fund, and two members from the public. After initial creation, the city council will attempt to appoint commissioners who reflect different interests, backgrounds, and areas of expertise.

### **Sec. 58-80 Appointment of members.**

The members of the tree and landscape commission will be appointed by the mayor subject to city council review and approval.

### **Sec. 58-81 Term of office, vacancies, and compensation.**

- (a) The term of office for a tree and landscape commissioner will be four years. Terms will expire on the first Thursday in January.
- (b) Vacancies will be on a rotation of two and three positions every two years. The members of the initial commission will draw lots to determine which two members will serve a two-year term. Members whose term expires will continue to serve until their successor has been appointed and approved. If a vacancy occurs, other than by expiration of term, it will be filled by appointment for the unexpired portion of that term.
- (c) Tree and landscape commissioners will receive a fee of \$25 for each tree and landscape commission meeting that they attend.

### **Sec. 58-82 Commissioner removal and retirement.**

- (a) Tree and landscape commissioners hold office at the pleasure of the city council and may be removed from office at the sole determination of the city council, with or without cause, notice, hearing or appeal.
- (b) Absence from three consecutive regular meetings of the tree and landscape commission without formal commission chairperson consent (or in the case of the chairperson- from the vice chairperson) will constitute the retirement of such member from the commission and the position will be deemed vacant.

### **Sec. 58-83 Powers, duties, quorum, and procedures.**

- (a) The tree and landscape commission powers and duties include;
  - (1) study and develop standards and guidelines to achieve the policies adopted by the city council and the purposes set forth in this Article IV;
  - (2) recommend approval of such standards and guidelines to the city council;
  - (3) recommend revisions to the standards and guidelines when deemed appropriate;
  - (4) hear citizen appeals of the standards and guidelines administration by staff; and

## AGENDA ITEM # J-1

- (5) serve as the City of Sanger Downtown Beautification Committee. Two members, chosen by the commission chairperson, will also attend the Chamber of Commerce sponsored Downtown Beautification Committee meetings and report the committee's actions to the tree and landscape commission. If unable to attend, the member(s) will contact prearranged alternate(s).
- (b) In order to conduct business, a majority of the tree and landscape commissioners must be present.
- (c) The commissioners shall select from among their membership, a chairman, whose duty shall be to preside over all meetings of the commission.

### **Sec. 58-84 Care of trees, bushes, and groundcover within public right-of-way.**

- (a) With the sole exception of Lighting and Landscape Districts, when landscaping within public right-of-way abuts private property, the private property owner is responsible to irrigate, prune and maintain healthy trees, bushes, and groundcover and also in such a manner that they do not impair overhead wires, obstruct the view of traffic and/or traffic signs and lights, and/or present danger to persons or property.
- (b) The City may prune, maintain, remove and/or replace trees, bushes, and groundcover to ensure public safety or to preserve and enhance the beauty or health of such grounds.
- (c) Tree topping is prohibited.
- (d) Tree pruning should be done during winter months.
- (e) Tree planting is recommended during the spring and/or fall.

### **Sec. 58-85 Landscaping within public right-of-way by citizens.**

Prior to any vegetation removal and/or planting within public right-of-way, citizens must submit to the Public Works Director (or his or her designee) an Encroachment Permit application for review and approval. Part of this application will include a landscape plan. Proposed planting must follow city adopted standards and guidelines. In the event of approve tree removal, the Public Works Director will require its replacement (using any species listed within the standards and guidelines) in such cases that replacement will not contradict those City standards and guidelines. The Public Works Director (or his or her designee) will respond to the application in writing within 15 calendar days, approving the request, conditionally approving the request, or denying the request.

### **Sec. 58-86 Appeal.**

The applicant may appeal the Public Works Director's decision by submitting a written request for appeal to the Public Works Director within 5 calendar days of receipt





ARTICLE IV. LANDSCAPING WITHIN PUBLIC RIGHT-OF-WAY  
AND ON CITY PROPERTY

**Sec. 58-76 Findings.**

Healthy, well chosen trees can help recharge ground water, reduce soil erosion and water pollution, decrease noise along streets, provide shade and reduce street-side temperatures, reduce air conditioning costs, provide a wind break, and instill community pride. Unfortunately, poorly chosen trees can cause problems. Information obtained from videotape of city sewer lines reveals significant damage to the collection system caused by invasive tree roots. A recent city survey also noted significant damage to curbs, gutters, sidewalks, and streets caused by surface tree roots. In addition, a significant number of trees in the city's older section have reached maturity, are diseased, and often conflict with overhead utility lines and/or structures. Tree planting in past decades did not take into account tree height at maturity, types of roots, or a possible variation of species to avoid susceptibility to blight and plague, nor did it consider water conservation.

**Sec. 59-77 Purpose and intent.**

This ordinance establishes policies for landscaping within public right-of-way and on other city owned and/or controlled properties which will result in;

- (a) less consumption of water,
- (b) less maintenance (above and below ground) and a cost savings,
- (c) no poisonous and/or fruit bearing plants and increased public safety,
- (d) a more diverse array of trees less susceptible to blight and plague and a healthier urban forest, and
- (e) a logical system for regulating landscaping activities.

**Sec. 58-78 Definitions.**

The following words and phrases, used in this article, are defined below.

Landscape plan means a to-scale drawing of existing and proposed features such as (but not limited to) sidewalks, streets, signs, street lights, utility poles, trees, shrubs, and ground cover.

Public right-of-way means that area ascribed on Final Parcel and Final Subdivision Maps as under the ownership, easement, and/or jurisdiction

of the city for streets, bicycle paths, pedestrian trails, and any other area so used through prescriptive rights.

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**Sec. 58-79 Jurisdiction.**

The City of Sanger maintains jurisdiction over all planting and maintenance of vegetation within public right-of-way, parks, and all other properties owned by the city and/or areas of easement granted to the City.

**Sec. 58-80 Policies regarding vegetation within public right-of-way, parks, and areas owned by or held in easement for the City.**

It is the City policy to promote healthy vegetation within its jurisdiction that is drought tolerant, requires a minimum of maintenance, and does the least possible damage to infrastructure while posing the least amount of danger of injury or damage to public or private property.

**Sec. 58-81 Establishment and composition of tree and landscape commission.**

A tree and landscape commission, including five members who reside within the Sanger Sphere of Influence, is hereby established. The members will include one member from the planning commission, one member from the parks and recreation commission, one member from the Sanger Environmental Fund, and two members from the public. After initial creation, the city council will attempt to appoint commissioners who reflect different interests, backgrounds, and areas of expertise.

**Sec. 58-82 Appointment of members.**

The members of the tree and landscape commission will be appointed by the mayor subject to city council approval.

**Sec. 58-83 Term of office, vacancies, and compensation.**

- (a) The tree and landscape commissioner's term of office will be four years. Terms will expire on the first Thursday in January.
- (b) Vacancies will be on a rotation of two and three positions every two years. The members of the initial commission will draw lots to determine which two members will serve a two-year term. Members whose term expires will continue to serve until their successor has been appointed and approved. If a vacancy occurs, other than by expiration of term, it will be filled by appointment for the unexpired portion of that term.
- (c) Tree and landscape commissioners will receive a fee of \$25 for each tree and landscape commission meeting that they attend.

**Sec. 58-84 Commissioner removal and retirement.**

- (a) Tree and landscape commissioners hold office at the pleasure of the city council and may be removed from office at the sole determination of the city council, with or without cause, notice, hearing or appeal.
- (b) Absence from three consecutive regular meetings of the tree and landscape commission without formal commission chairperson consent (or in the case of the chairperson- from the vice chairperson) will constitute the retirement of such member from the commission and the position will be deemed vacant.

**Sec. 58-85 Powers, duties, quorum, and procedures.**

- (a) The tree and landscape commission powers and duties include;
  - (1) study and develop standards and guidelines to achieve the purposes set forth in Section 58-77,
  - (2) recommend approval of such standards and guidelines to the city council,
  - (3) recommend revisions to the standards and guidelines when deemed appropriate,
  - (4) hear citizen appeals of the standards and guidelines administration by staff, and
  - (5) serve as the City of Sanger Downtown Beautification Committee. Two members, chosen by the commission chairperson, will also attend the Chamber of Commerce sponsored Downtown Beautification Committee meetings and report the committee's actions to the tree and landscape commission. If unable to attend, the member(s) will contact prearranged alternate(s).

- (b) In order to conduct business, a majority of the tree and landscape commissioners must be present.
- (c) Robert's Rules of Order, or any modification deemed appropriate by the majority of commissioners, will be used to conduct all meetings.

**Sec. 58-86 Care of trees, bushes, and groundcover within public right-of-way.**

- (a) With the sole exception of Lighting and Landscape Districts, when landscaping within public right-of-way abuts private property, the private property owner is responsible to irrigate, prune and maintain healthy trees, bushes, and groundcover and also in such a manner that they do not impair overhead wires, obstruct the view of traffic and/or traffic signs and lights, and/or present danger to persons or property.
- (b) The City may prune, maintain, remove and/or replace trees, bushes, and groundcover to ensure public safety or to preserve and enhance the beauty or health of such grounds.
- (c) Tree topping is prohibited.
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**Sec. 58-88 Appeal.**

The applicant may appeal the Public Works Director's decision by submitting a written request for appeal to the Public Works Director within 5 calendar days of receipt of such decision. The Public Works Director will schedule an appeal at the next available tree and landscape commission meeting.

**Sec. 58-89 New development landscaping within proposed public right-of-way.**

All landscaping within proposed public right-of-way for new development will conform to City standards and guidelines.

**Sec. 58-90 Violation of this article and penalty.**

Any person violating any provision of this article will be deemed guilty of an infraction in accordance with Chapter 1, Section 1-7 (c) and cited in accordance with Chapter 1, Section 1-8 of City code.

ARTICLE IV. ~~TREES AND SHRUBS~~ LANDSCAPING WITHIN  
PUBLIC RIGHT-OF-WAY AND ON CITY PROPERTY

**Sec. 58-76 Findings.**

*Healthy, well chosen trees can help recharge ground water, reduce soil erosion and water pollution, decrease noise along streets, provide shade and reduce street-side temperatures, reduce air conditioning costs, provide a wind break, and instill community pride. Unfortunately, poorly chosen trees can cause problems. Information obtained from videotape of city sewer lines reveals significant damage to the collection system caused by invasive tree roots. A recent city survey also noted significant damage to curbs, gutters, sidewalks, and streets caused by surface tree roots. In addition, a significant number of trees in the city's older section have reached maturity, are diseased, and often conflict with overhead utility lines and/or structures. Tree planting in past decades did not take into account tree height at maturity, types of roots, or a possible variation of species to avoid susceptibility to blight and plague, nor did it consider water conservation.*

**Sec. 59-77 Purpose and intent.**

*This ordinance establishes policies for landscaping within public right-of-way and on other city owned and/or controlled properties which will result in;*

- (a) less consumption of water,*
- (b) less maintenance (above and below ground) and a cost savings,*
- (c) no poisonous and/or fruit bearing plants and increased public safety,*
- (d) a more diverse array of trees less susceptible to blight and plague and a healthier urban forest, and*
- (e) a logical system for regulating landscaping activities.*

**~~Sec. 58-76~~ Sec. 58-78 Definitions.**

~~The following words, terms and phrases, when used in this article, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning; are defined below.~~

~~Park trees means trees, shrubs, bushes and all other woody vegetation in public parks and other areas owned by the city.~~

~~Street trees are trees, shrubs, bushes and all other woody vegetation whose trunk is located primarily within any parkway, public sidewalk,~~

~~street median, traffic island or other right-of-way under the ownership or control of the City by easement, license, fee title or other permissive grant of use.~~

*Landscape plan means a to-scale drawing of existing and proposed features such as (but not limited to) sidewalks, streets, signs, street lights, utility poles, trees, shrubs, and ground cover.*

*Public right-of-way means that area ascribed on Final Parcel and Final Subdivision Maps as under the ownership, easement, and/or jurisdiction of the city for streets, bicycle paths, pedestrian trails, and any other area so used through prescriptive rights.*

*Street trees means trees within public right-of-way.*

*Landscaping means all vegetation (groundcover, bushes, vines, trees, etc.) located within public right-of-way.*

*Topping means the severe cutting back of tree limbs to stubs larger than three inches in diameter within a tree's crown ~~to such a degree as to remove the normal canopy and disfigure the tree, removing the tree's normal canopy and disfiguring it.~~*

**Sec. 58-79 Jurisdiction.**

*The City of Sanger maintains jurisdiction over all planting and maintenance of vegetation within public right-of-way, parks, and all other properties owned by the city and/or areas of easement granted to the City.*

**Sec. 58-80 Policies regarding vegetation within public right-of-way, parks, and areas owned by or held in easement for the City.**

*It is the City policy to promote healthy vegetation within its jurisdiction that is drought tolerant, requires a minimum of maintenance, and does the least possible damage to infrastructure while posing the least amount of danger of injury or damage to public or private property.*

**~~Sec. 58-77~~ Sec. 58-81 Establishment and composition of tree and landscape commission.**

*A tree and landscape commission, ~~consisting of~~ including five members, ~~all of whom shall reside~~ who reside within the Sanger Sphere of Influence, is hereby established. The ~~commission members shall~~ will ~~consist of~~ include one member from the planning commission, one member from the parks and recreation commission, one member from*

the Sanger Environmental Fund, and two members from the public. *After initial creation*, the city council will attempt to appoint commissioners who reflect different interests, backgrounds, and areas of expertise.

**~~Sec. 58-78~~ Sec. 58-82 Appointment of members.**

The members of the tree and landscape commission ~~shall will~~ be appointed by the mayor subject to ~~the approval of each appointment by the city council approval~~.

**~~Sec. 58-79~~ Sec. 58-83 Term of office, vacancies, and compensation.**

- (a) ~~The tree and landscape commissioner's~~ term of office ~~of the tree and landscape commissioners shall will~~ be four years. Terms ~~shall will~~ expire on the first Thursday in January.
- (b) Vacancies ~~shall will~~ be on a rotation of two and three positions every two years. The members of the initial commission ~~shall will~~ draw lots to determine which two members ~~shall will~~ serve a two-year term. Members whose term expires ~~shall will~~ continue to serve until their successor has been appointed and approved. If a vacancy occurs, other than by expiration of term, it ~~shall will~~ be filled by appointment for the unexpired portion of that term.
- (c) ~~Members of the Tree and landscape commission~~ commissioners will receive a fee of \$25 for each *tree and landscape commission* meeting ~~of the commission~~ that they attend.

**~~Sec. 58-80~~ Sec. 58-84 Commissioner removal and retirement.**

- (a) ~~Members of the tree and landscape commission~~ *Tree and landscape commissioners* hold office at the pleasure of the city council and may be removed from office at the sole determination of the city council, with or without cause, notice, hearing or appeal ~~by the city council~~.
- (b) Absence from three consecutive regular meetings of the tree and landscape commission without ~~formal consent of the commission-chairperson consent (or in the case of the chairperson- from the vice chairperson)~~ ~~shall be deemed to~~ will constitute the retirement of such member from the commission and the position ~~of such retired member shall~~ will be deemed vacant.

**~~Sec. 58-81~~ Sec. 58-85 Powers, duties, quorum, and procedures.**



~~(a) The powers and duties of the tree and landscape commission shall be to advise the city council on policy issues relating to tree and landscape projects in the city, including tree and landscape policies. It shall be the responsibility of the commission to study, develop and administer landscaping standards and to study, develop and administer a plan for the care, preservation, pruning, replanting, removal and disposition of trees and shrubs in parks, along streets and in other public areas of the city. Upon approval of the plan by the city council, it shall constitute the tree and landscape plan of the city. The commission shall also serve as the downtown beautification committee.~~

*(a) The tree and landscape commission powers and duties include;*

- (1) study and develop standards and guidelines to achieve the purposes set forth in Section 58-77,*
- (2) recommend approval of such standards and guidelines to the city council,*
- (3) recommend revisions to the standards and guidelines when deemed appropriate,*
- (4) hear citizen appeals of the standards and guidelines administration by staff, and*
- (5) serve as the City of Sanger Downtown Beautification Committee. Two members, chosen by the commission chairperson, will also attend the Chamber of Commerce sponsored Downtown Beautification Committee meetings and report the committee's actions to the tree and landscape commission. If unable to attend, the member(s) will contact prearranged alternate(s).*

~~(b) A majority of the members of the tree and landscape commission shall constitute a quorum for the conduct of business. In order to conduct business, a majority of the tree and landscape commissioners must be present.~~

~~(c) The tree and landscape commission may adopt such rules of procedure as it deems necessary and appropriate and may elect a chairman and vice chairman to preside over its meetings.~~

~~(c) Robert's Rules of Order shall apply to the conduct of the tree and landscape commission meetings, except as they may be modified by rules of procedures adopted by the tree and landscape commission, or any modification deemed appropriate by the majority of commissioners, will be used to conduct all meetings.~~

**~~Sec. 58-82 Public tree care.~~**

~~The city may plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds as may be necessary to ensure public safety or to preserve or enhance the symmetry and beauty of such grounds. The tree and landscaping commission may cause or order to be removed any tree or part thereof which is in an unsafe condition or which, by reason of its nature, is injurious to sewers, power lines, gas lines, waterlines or other public improvements or it infected with any injurious fungus, insect or other pest. This section does not prohibit the planting of street trees by adjacent property owners providing that the selection, planting and location of such trees is in accordance with the tree and landscaping plan and this article.~~

**~~Sec. 58-83 Private tree care.~~**

- ~~(a) It shall be unlawful for any person to top any street tree, park tree or other tree located on city property. Trees severely damaged by storms or other causes or trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this section under application to the tree and landscape commission.~~
- ~~(b) The owner of any tree overhanging any street right of way within the city shall prune the branches so that they do not obstruct light from any streetlight or obstruct the view of any street intersection and so that there shall be a clear space of at least eight feet above the surface of a sidewalk, and twelve feet above the surface of the street. Tree owners shall remove all dead, diseased or dangerous trees or broken or decayed limbs which constitute a menace to the safety of the public. The city may prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a streetlight or interferes with the visibility of any traffic control device or sign.~~
- ~~(c) The owner of any dead or diseased tree which constitutes a hazard to life or property or which harbors insects or disease which constitutes a threat to other trees within the city shall remove such tree. The tree and landscape commission will notify in writing the owner of such tree of the dead, diseased or dangerous condition, which notice shall include an order for removal or pruning of such tree. The owner may request in writing a hearing before the tree and landscape commission. The hearing shall be held within 30 days of the request for the hearing. The commission shall consider all relevant evidence at such hearing and may take such action as it deems~~

~~appropriate. If no request for a hearing is made by the owner, or if the commission upholds the order for removal, the tree shall be removed by the owner at his expense within days after service of the notice unless the commission, after the hearing, vacates the order. Upon the failure of the owner to comply with the order to remove the tree, the city may remove such tree and charge the cost of removal to the owner.~~

**~~Sec. 58-84 Landscaping plans.~~**

- ~~(a) No person shall remove any tree having a minimum trunk diameter of six inches at breast height on any parcel within the city in anticipation of developing that parcel.~~
- ~~(b) All subdivision and other land development applications shall include a landscaping plan. Such plan shall include all proposed landscaping and shall include a map of the undeveloped/pre-developed property which clearly indicates all trees on the property, including the trees which are proposed for removal. The plan shall be consistent with the tree and landscape plan and city landscaping standards.~~

***Sec. 58-86 Care of trees, bushes, and groundcover within public right-of-way.***

- (a) With the sole exception of Lighting and Landscape Districts, when landscaping within public right-of-way abuts private property, the private property owner is responsible to irrigate, prune and maintain healthy trees, bushes, and groundcover and also in such a manner that they do not impair overhead wires, obstruct the view of traffic and/or traffic signs and lights, and/or present danger to persons or property.*
- (b) The City may prune, maintain, remove and/or replace trees, bushes, and groundcover to ensure public safety or to preserve and enhance the beauty or health of such grounds.*
- (c) Tree topping is prohibited.*
- (d) Tree pruning should be done during winter months.*
- (e) Tree planting is recommended during the spring and/or fall.*

***Sec. 58-87 Landscaping within public right-of-way by citizens.***

*Prior to any vegetation removal and/or planting within public right-of-way, citizens must submit to the Public Works Director (or his or her designee) an Encroachment Permit application for review and approval. Part of this application will include a landscape plan. Proposed planting must follow city adopted standards and guidelines. In the event of approved tree removal, the Public Works Director will require its replacement (using*

*any species listed within the standards and guidelines) in such cases that replacement will not contradict those City standards and guidelines. The Public Works Director (or his or her designee) will respond to the application in writing within 15 calendar days, approving the request, conditionally approving the request, or denying the request.*

**Sec. 58-88 Appeal.**

*The applicant may appeal the Public Works Director's decision by submitting a written request for appeal to the Public Works Director within 5 calendar days of receipt of such decision. The Public Works Director will schedule an appeal at the next available tree and landscape commission meeting.*

**Sec. 58-89 New development landscaping within proposed public right-of-way.**

*All landscaping within proposed public right-of-way for new development will conform to City standards and guidelines.*

**Sec. 58-90 Violation of this article and penalty.**

*Any person violating any provision of this article will be deemed guilty of an infraction in accordance with Chapter 1, Section 1-7 (c) and cited in accordance with Chapter 1, Section 1-8 of City code.*