

**Meeting Minutes**  
**Community Enhancement Commission Sub Committee Meeting**  
8 July 2015  
Upstairs – Council Chambers

**Committee Members Present:** Maureen Alonso, Desiree DiMauro, Susan Stillman, Joanne Burke, Lean Oliver, Michael Giovanniello

**Staff Members Present:** Gary Lawrence, Brandy Wyatt

1. Tree Canopy Preservation - Maureen

The Town Code was adopted in 2014, with the Preservation Guidelines and Handbook, which is included in the Town Code. With a single lot redevelopment, a builder elects to keep or clear the lot. They must have a 20% tree canopy at 20 years as part of the site plan, which is approved by one of the two Town Arborists. Gary Lawrence, the head Arborist and horticulturalist for the Town was present at the meeting. Maureen would like to have the CEC advocate for additional staffing in the Parks and Recreation Department to assist with the enforcement of the code. At any one time, there could be up to 125 active lots that the Two Town Arborists have to approve and "police". Gary presented recommendations for edits to the Preservation Handbook, which will help in defining the Town Code. The Arborists cannot mandate species removal, one recommend removal based on poor quality of the tree. As of now, the only incentive for builders is in regards to keeping existing trees on the lot. If a builder keeps existing trees to factor into the 20% at 20 years, they will receive the incentive of 25% toward their 20%.

The goal is to promote education, and thoughtful preservation. Builder incentives are a large portion of the program. With the only incentive at this point is the 25% credit, the group visited a few ideas on how to incorporate more incentives for tree canopy preservation. Ideas are listed below:

- A. "Vienna Builder" recognized for their efforts in tree canopy preservation.
- B. Priority Permitting processes
- C. Storm Water management requirements and how they can benefit the tree canopy preservation efforts.

The group discussed working with the public to educate a Community Enforcement Group for "tree watch". The group will be to be well educated on the Town Council and work directly with Town Staff. Quadrant Captains were also discussed, as a direct line to the Town Arborists. This will streamline the correspondence to the Arborists.

The Sub-Committee will also look into asking the Town Council to add a Historic Tree preservation program as a legislative priority. Brandy will check on the last Comprehensive Tree Survey and the Champion tree list.

The Sub-Committee will ask the Mayor to create a letter to all new residents, which will include information about tree preservation and storm water management, as a tool to educate new residents.

The Subcommittee suggested that the builders be educated with a seminar or workshop. Potentially with Keith Pitchford.

The key points to the meeting:

- A. Encourage the Town to add an additional Arborist position to help with code enforcement.
- B. Define and locate historic trees in Town. Push for legislation on that subject as it pertains to the Town Code
- C. Educate the public and Builders of the importance of Tree Canopy Preservation
- D. Creative incentives for builders and homeowners.

Meeting adjourned at 8:30 p.m.