

January 28, 2004 - Meeting Cancelled

**STRASBURG BOROUGH SHADE TREE COMMITTEE
MINUTES
WEDNESDAY, FEBRUARY 25, 2004 - 7:00 P.M.**

Members Present: Dale Kaufman Mary Dresser
Tony D'Alessandro Larry Shurr
Cheryl Hershey

Others Present: Christine Drennen, Clerk

Call to Order: The meeting was called to order at 7:00 P.M. by Dale Kaufman.

Citizen Comments: None.

Reorganize: Tony D'Alessandro nominated Mary Dresser as the Chairperson, seconded by Larry Shurr and passed unanimously. Larry Shurr nominated Tony D'Alessandro as Vice Chairperson, seconded by Mary Dresser as passed unanimously.

Minutes of September 24, 2003: The minutes were approved by consensus with the deletion of Larry Shurr as present.

Tony D'Alessandro made a motion, seconded by Mary Dresser to recommend to Borough Council to appoint Doug Myers as a member of the Tree Committee. It was noted that Doug is a landscape architect with Esbenshade's Nursery.

Christine Drennen reported that the tree from Beddington Lane was moved by Penn Grant Services to the Jaycee Park. The owner of the Clover Avenue apartments was contacted and he was not interested in obtaining trees at this time.

Review Draft Shade Tree Ordinance: Several changes were discussed in the draft Shade Tree Ordinance and Tony will incorporate those changes into a revised draft for the next meeting.

Mary Dresser will review the Tree List to verify that only appropriate street trees are included.

Dale Kaufman stated that it would be desired in the future to develop a Borough leaf collection and a place to take limbs to be chipped to make it easier for residents to have and maintain trees.

Spring 2004 Tree Planting

Grant Status: Christine Drennen provided a written status of the 2003 Shade Tree Grant, stating that \$1,370.00 is remaining and is to be used by June 2004.

Schedule Planting Date: Saturday, April 24, 2004 at 8 A.M. at the Strasburg Borough Office was set as the Spring 2004 planting date, and May 1, 2004 was set as the rain date.

Location for More Trees: Because we have grant funds to be used and only five trees are currently scheduled to be planted in Spring 2004, additional tree locations are needed. Members are asked to identify desirable locations and encourage homeowners to participate in the program.

Tree Inventory Status: Christine Drennen provided a list of the remaining streets to be inventoried and it was stated that a date to work on the inventory would be set after the trees are in leaf.

Other Business: It was noted that the next meeting is scheduled for Wednesday, March 24, 2004 at 7:00 P.M.

Citizen Comments: None.

Adjournment: The meeting was adjourned at 8:15 P.M.

Respectfully Submitted,

Christine Drennen
Clerk

**STRASBURG BOROUGH SHADE TREE COMMITTEE
MINUTES
MARCH 24, 2004 - 7:00 P.M.**

Members Present: Mary Dresser Cheryl Hershey
 Larry Shurr Harriet Miller

Others Present: Christine Drennen, Clerk

1. Call to Order – The meeting was called to order at 7:00 P.M. by Mary Dresser.
2. Citizens' Comments: None.
3. Minutes of February 25, 2004 – The minutes of February 25, 2004 were approved by consensus.
4. Membership Issues – Harriet Miller submitted her verbal resignation from the Committee. The Committee expressed their thanks for Harriet's commitment to the Committee since its inception. It was stated that Doug Myers, a landscape architect, had expressed his interest in serving on the Tree Committee, and it was the consensus of the Committee to recommend to Borough Council Doug Myers' appointment to fill Harriet Miller's vacancy.
5. Review Draft Shade Tree Ordinance – Tony D'Alessandro was unable to attend the meeting, but forwarded a revised draft of the Ordinance for review. The Committee discussed Appendix A, recommended tree list, and it was the consensus to remove ornamental trees from the list and to review the recommended trees in the Lancaster City Tree Program for possible additions to our tree list.

Christine Drennen was asked to contact Lancaster Township, Lancaster City and Manheim Township to see if we can receive a copy of their Shade Tree/Street Tree Ordinances.

6. Additional Tree Requests for Spring 2004 Planting – Mary Jane Fisher recently requested a tree request form for planting at the home owned by Tom Eyman on Franklin Street.

It was the consensus that planting trees in the cemetery would help beautify the area. Christine Drennen was asked to check with a member of the cemetery board to see if they would be interested in trees in the area of the gate and in the corners, which would be out of the way of traffic flow for a hearse.

Mary Dresser will check with representatives from the Bank of Lancaster County to see if they would be interested in an evergreen tree to replace the need to cut an evergreen tree down each year for the Christmas tree in the Square.

7. Tree Inventory – A list of the remaining streets to be inventoried was distributed last month, and members took inventory sheets and were asked to contact Christine at the Borough Office for her to mark off streets as members inventory them, to eliminate duplication.

8. Other Business – The America the Beautiful grant for the Fall 2004 planting was not applied for in March, because we were not sure if we would have enough requests to use the previous grant funds up in time. It was the consensus to apply in October for the Spring 2005 grant, since a maximum of \$1,500 is awarded each year and we already received a \$1,000 for the Spring 2004 planting.

9. Citizens' Comments – None.

10. Adjournment – The meeting was adjourned at 8:15 P.M.

Respectfully Submitted,

Christine Drennen
Clerk

April 28, 2004 - Meeting Cancelled

May 26, 2004 - Minutes not yet approved

June 23, 2004 - Meeting Cancelled

July 28, 2004 - Meeting Cancelled

**STRASBURG BOROUGH SHADE TREE COMMITTEE
MINUTES
AUGUST 25, 2004 - 7:00 P.M.**

Members Present: Mary Dresser Tony D'Alessandro Beth Retallack
 Lee Potts Larry Shurr
Others Present: Christine Drennen, Clerk

1. Call to Order – The meeting was called to order at 7:00 P.M. by Mary Dresser.
2. Citizens' Comments: None.
3. Minutes of May 26, 2004 – The minutes of May 26, 2004 were approved by consensus.
4. Tree Inventory – It was the consensus to get together for the October 27, 2004 meeting at 6:00 P.M. meeting at the Strasburg Borough Office to work on the Tree Inventory.
5. Tree Requests for Fall – Mary Dresser will provide a final recommendation for the type of tree to recommend for the Presbyterian Church (considering either a Gingko or Zelkova).

Chad & Ann Harnish, 310B Miller Street, requested 2 Japanese Cherry Trees for the Fall planting. However, the Japanese Cherry and Callery Pear trees were removed from the list of available trees. Mary Dresser was asked to recommend a type of tree for this location.

The date for the Fall planting was set for Saturday, October 30th beginning at 8 am. Christine Drennen was asked to contact Zimmermans Hardware to see if they would donate the use of a post hole digger for the plantings.

6. Review of Plans Submitted to the PC – The plans for the new Strasburg Fire Company building on South Jackson Street were reviewed. It was the consensus that they were very pleased and impressed with the proposed tree plantings and hoped that the Fire Company carried through with the plan. Mary Dresser asked for all members to review plans submitted to the Planning Commission when they are notified that the plans are in the office for review.
7. Other Business – The draft Shade Tree Ordinance was reviewed and all members were asked to review the draft to be finalized at the next meeting. The Borough Manager will be asked to review the format of the draft ordinance. The Borough Manager will be invited to the next meeting to review the next steps the Committee should take in presenting this Ordinance for possible adoption.
8. Citizens' Comments – None.
9. Adjournment – The meeting was adjourned at 7:45 P.M.

Respectfully Submitted,

Christine Drennen
Clerk

**STRASBURG BOROUGH SHADE TREE COMMITTEE
MINUTES
SEPTEMBER 22, 2004 - 7:00 P.M.**

Members Present: Mary Dresser Tony D'Alessandro
 Lee Potts Larry Shurr
 Dale Kaufman

Others Present: Christine Drennen, Clerk

1. Call to Order – The meeting was called to order at 7:00 P.M. by Mary Dresser.
2. Citizens' Comments: None.
3. Minutes of August 25, 2004 – The minutes of August 25, 2004 were approved with the following addition (under the Review of Plans Submitted to the PC section):

The plans for the new Strasburg Fire Company building on South Jackson Street were reviewed. It was the consensus that they were very pleased and impressed with the proposed tree plantings and hoped that the Fire Company carried through with the plan.
4. Tree Inventory – It was stated that continuing work on the Tree Inventory will be done on Wednesday, October 27, 2004 and the starting time was changed to **5:30 P.M.**, meeting at the municipal building.
5. Tree Requests for Fall – The Fall Planting date is set for Saturday, October 30th, starting at 8:00 A.M., meeting at the Borough Office.

Mary Dresser is suggesting a male Ginko for planting at the First Presbyterian Church. The church should confirm where they want the tree planted. Mary is continuing to work with Chad & Terry Harnish for their tree request at 310B Miller Street.

Tony D'Alessandro also submitted a tree request for his property at 15 West Main Street. Doug Myers will be contacted regarding the property at 53 East Main Street to see if they would like to request a tree through the program.

6. Review of Proposed Shade Tree Ordinance – The Committee started an extensive review of the proposed ordinance. It was the consensus to advertise a special meeting on October 6th at 7:00 P.M. to complete the review.

Christine Drennen was asked to contact Shull's Tree Service and Susquehanna Tree regarding certifying agencies.

7. Review of Examples of "Acceptable" Trees from Subdivision & Land Development Ordinance – At the request of the Planning Commission, the varieties of acceptable trees listed in the Subdivision & Land Development Ordinance were reviewed. It was the consensus to have the following trees listed as acceptable trees as well as become the list of recommended trees for planting along streets:

American Linden (*Tilia Americana*) variety "Redmond"

Red Maple (*Acer rubrum*) variety “Red Sunset,” “October Glory” & “Armstrong”
Ginkgo biloba variety “Princeton Sentry” non-fruiting male clone
Goldenrain Tree (*Koelreuteria paniculata*)
Greenspire Linden (*Tilia cordata*)
Keaki Tree (*Zelkova serrata*)
Little Leaf European Linden (*Tilia cordata*)
Marshall’s Seedless Ash (*Fraxinus pennsylvanica*)
Red Oak (*Quercus borealis*)
Japanese pagodatree or Scholar-Tree (*Sophora japonica*)
Sawtooth Oak (*Quercus acutissima*)
Scarlet Oak (*Quercus coccinea*)
Service Berry (*Amelanchier canadensis*)
Shingle Oak (*Quercus imbricaria*)
Silver Linden (*Tilia tomentosa*)
Sugar Maple (*Acer saccharum*) variety “Green Mountain” or “Goldspire”
American Sycamore (*Platanus occidentalis*)
Thornless Honeylocust (*Gleditsia triacanthos*) variety “Shademaster” or “Skyline”
Tulip Poplar (*Liriodendron tulipifera*)
Upright European Hornbeam (*Carpinus betulus*) variety “Fastigiata”
Willow Oak (*Quercus phellos*)
White Oak (*Quercus alba*)

Additionally, changing section 613.02.4 to read: Street trees shall be planted between the street right-of-way line and the building setback line, at a spacing appropriate to the variety and upon approval by the Shade Tree Committee.

The Committee stated a desire to review the entire section in the Subdivision & Land Development Ordinance regarding landscaping, and asked Christine Drennen to forward copies to the members for review at the special meeting to be held on October 6th.

8. Other Business – Tony D’Alessandro reported that Doug Myers expressed interest in serving on the Committee. Christine was asked to send agendas to him.

Christine Drennen was also asked to contact Mt. Gretna to request a copy of their Shade Tree Ordinance if they have one.

9. Citizens’ Comments – None.

10. Adjournment – The meeting was adjourned at 8:30 P.M.

Respectfully Submitted,

Christine Drennen
Clerk

**STRASBURG BOROUGH SHADE TREE COMMITTEE
MINUTES
OCTOBER 6, 2004 - 7:00 P.M.**

Members Present: Mary Dresser Tony D'Alessandro
 Lee Potts Larry Shurr
 Dale Kaufman

Others Present: Christine Drennen, Clerk

1. Call to Order – The meeting was called to order at 7:10 P.M. by Mary Dresser.
 2. Citizens' Comments: None.
 3. Minutes of September 22, 2004 – Larry Shurr made a motion to approve the minutes of September 22, 2004 as printed, seconded by Tony D'Alessandro and passed unanimously.
 4. Review of Proposed Shade Tree Ordinance – The committee reviewed and revised the Proposed Shade Tree Ordinance. The proposed Ordinance will be presented to the Strasburg Borough Planning Commission at their meeting on November 1, 2004, and members were encouraged to attend.
 5. Review of Subdivision & Land Development Ordinance – Christine Drennen was asked to notify the Planning Commission that the Tree Committee is working on this review.
 6. Other Business – All members were reminded that the tree inventory is scheduled in place of the October 27th meeting. Members were asked to meet at the Borough office at 5:30 P.M.
- Members were also reminded that the Fall Tree Planting is scheduled for Saturday, October 30, 2004, meeting the Borough Office at 8 A.M.
7. Citizens' Comments – None.
 8. Adjournment – The meeting was adjourned at 8:40 P.M.

Respectfully Submitted,

Christine Drennen
Clerk

**STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES
NOVEMBER 17, 2004 - 7:00 P.M.**

Members Present: Mary Dresser Lee Potts Cheryl Hershey

Others Present: Christine Drennen, Admin. Asst. May Gaynor

- 1. Call to Order** – The meeting was called to order at 7:05 P.M. by Mary Dresser.
- 2. Citizens' Comments** – May Gaynor stated that she was at the Joint Comprehensive Plan Steering Committee meeting last night and some of the items discussed were environmental issues, natural habitat, street trees, open space, landscape buffers and street scapes. The next meeting is December 21st at 7:30 P.M. at Strasburg Township. Additionally, she reported that a survey is being sent to all residents and she encourages participation in completing the surveys.
- 3. Minutes of October 6, 2004** – Lee Potts made a motion to approve the minutes of October 6, 2004 as printed, seconded by Cheryl Hershey and passed unanimously.
- 4. Review Planning Commission Comments for Proposed Shade Tree Ordinance** – Mary Dresser reported that the Planning Commission reviewed the proposed Shade Tree Ordinance on November 1, 2004. The only comment they provided was their concern over having 9 members on the Commission. The next step for the proposed ordinance is to go to Strasburg Borough Council on November 23, 2004, and members were encouraged to attend.
- 5. Review of Subdivision & Land Development Ordinance** – This item will be worked on in more detail after the direction of the proposed Shade Tree Ordinance is known.
- 6. Other Business** – Christine Drennen reported that she talked to a person about Lititz Borough's Shade Tree Commission. She reported that the representative who meets with the tree trimmers and oversees the permits is not paid. The hours he spends doing Tree Commission duties varies where some months he spends a lot of time and other months it is just signing a couple of permits.

Mary Dresser stated that she will check with the Bank of Lancaster County about planting a tree on their property to be used annually for the Christmas Tree in the Square.

The Bryan Blank plan was reviewed. It was the consensus of the Committee to forward a recommendation to the Planning Commission regarding this plan stating that the Tree Committee recognizes the space limitation in providing the 10' landscape buffer. However, the Committee believes there is enough room to reconfigure the parking area to provide the 10' landscape buffer. If reconfiguration is not possible, the Tree Committee would like the applicant to recognize the importance of the Subdivision & Land Development Ordinance and to have the applicant provide for trees in areas adjacent to the new parking lot. This is being requested because shade trees provide upper level screening for adjoining properties.
- 7. Citizens' Comments** – None.
- 8. Adjournment** – The meeting was adjourned at 8:25 P.M.

Respectfully Submitted,

Christine Drennen
Administrative Assistant