

**Tree Committee Members:**  
Susann Ortega-Chair  
Kellie Carlin- Vice Chair  
Edie Kausch  
Kacey Stotesbery  
Carol Troy  
Susan Allen-Alternate

**MINUTES**  
**ST. HELENA TREE COMMITTEE**  
ST. HELENA CITY HALL, CONFERENCE ROOM  
1480 MAIN STREET, ST. HELENA  
**Special Meeting - Thursday, January 8, 2014**  
**2:30 – 3:30 pm**

**1. ROLL CALL**

Present: Susann Ortega, Kacey Stotesbery, and Edie Kausch.  
Absent: Susan Allen, Carol Troy, Kellie Carlin.  
Staff: City Arborist Jim Haller and Operations Manager Kathy Robinson.

**2. APPROVAL OF MINUTES**

**A. None.**

- 3. PUBLIC FORUM:** An opportunity for the public to directly address the Committee on items of interest to the public that are not listed on the agenda. Any person addressing the Committee should provide his or her name and address, and limit comments to five minutes. **Because of restrictions imposed by the Brown Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.**

**Committee Action: No public comment. No committee action.**

- 4. REPORTS BY STAFF AND COMMITTEE:** Reports by staff and/or committee on items of general interest. *Brief questions for clarification may be posed and answered, and Committee may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the Tree Committee.*

**Committee Action: No public comment.**

**5. PERMITS TO BE DISCUSSED:**

**A. None.**

**6. SCHEDULED MATTERS:**

- A. Reviewing parcel map & use permit at 741 McCorkle.**

Tree Committee provides the following comments:

The parcel and use map did not provide a full inventory of all trees on the property therefore the Tree Committee requests that a new parcel and use map be provided with an inventory of all trees on the property and the following clearly identified:

- Species
- DBH

- Estimated drip line
- Arborist evaluation/report of each tree
- Request that Tree Committee review all proposed housing plot layout/footprint
- Research alternate fire lane options with the Fire Department that would not require removal of healthy Walnut Tree 20-35.
- Provide a street tree plan

Additionally, the Tree Committee had the following question:

- Will the developer (Ron) be developing the property or will the property be sold to a developer?

**Committee Action: Committee Member Stotesbery motioned to present comments to Planning Department and postpone recommendation until a future meeting, seconded by Committee Member Kausch, unanimously carried (3-0).**

- B. Reviewing the Proposed Tree Ordinance Revision PowerPoint Presentation and quick facts brochure that the Tree Committee has prepared for presentation to City Council at a future council meeting.

**Committee Action: Committee Member Stotesbery motioned to approve final presentation seconded by Committee Member Kausch, unanimously carried (3-0).**

8. **ADJOURNMENT:** A motion was moved to adjourn to regularly scheduled meeting of the Tree Committee on January 8, 2014 at 3:30 P.M. in the main conference room of City Hall located at 1480 Main Street, St. Helena, CA.

Kathy Robinson – Operations Manager