

**CITY OF CARMEL-BY-THE-SEA
FOREST AND BEACH COMMISSION**

REGULAR MEETING AGENDA

Thursday, 7 March 2013

Tour of Inspection – 1:30 p.m.

Regular Meeting – 2:00 p.m.

City Hall, Council Chambers
East side Monte Verde St. between Ocean & 7th Avenues
Carmel, California

I. CALL TO ORDER AND ROLL CALL

COMMISSION MEMBERS: TOM LEVERONE, CHAIRPERSON
LESLIE KADIS
KAREN FERLITO
LISA BOARDMAN
DAVID REFUERZO

II. TOUR OF INSPECTION

Shortly after 1:30 p.m. the Commission will leave the Council Chambers for an on-site Tour of Inspection of all properties listed on this agenda. The Tour may also include projects previously approved by the City and not on this agenda. Prior to the beginning of the Tour of Inspection, the Commission may eliminate one or more on-site visits. The public is welcome to follow the Commission on its tour of the determined sites. The Commission will return to the Council Chambers at **2:00 p.m.** or as soon thereafter as possible.

1. Northeast corner of San Carlos St. and 7th Ave.
2. W/ Torres Street bet 4th and 5th Avenues.

III. PLEDGE OF ALLEGIANCE

IV. APPEARANCES

Thank you for attending the meeting. Anyone wishing to address the Commission on matters within the jurisdiction of the Commission may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Commission's agenda will not receive action at this meeting but may be referred to staff for a future meeting. Presentations will be limited to three minutes, or as established by the Commission. Persons are not required to give their name or address, but it is helpful for speakers to state their name in order that the Secretary may identify them.

V. CONSENT AGENDA

1. Consideration of the minutes for the 15 February 2013 special meeting.

Page 1.

VI. APPLICATIONS/PUBLIC HEARINGS

IF YOU CHALLENGE THE NATURE OF THE PROPOSED ACTION IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS NOTICE, OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE FOREST AND BEACH COMMISSION, OR PRIOR TO DELIBERATION OF THE ITEMS ON THE TOUR OF INSPECTION/PUBLIC HEARING.

1. Consideration of an application to remove one Sweetgum tree (*Liquidambar sp.*) (20" diameter) due to the tree disrupting the driveway, walkway, a utility box, and a planter. The site is located on the northeast corner of San Carlos Street and 7th Ave. The applicant and property owner are the Virginia Leidig Tr. and the City of Carmel. Page 4.
2. Consideration of an application to remove two coast live oaks on private property (11" and 15" diameter) and a 13" diameter coast live oak from public property for construction of off-street parking and a single family residence. The applicant and property owner are Pete Campbell and the City of Carmel. Page 9.

VII. ORDERS OF BUSINESS

1. Review and comment on the Dry Weather Urban Runoff Diversion Project. Page 17.

VIII. REPORTS FROM STAFF AND COMMISSION

1. Receive verbal report from the Ad Hoc Beach Committee. No page.
2. Forester's report (provided at meeting). No page.
 - a. February tree data report.
 - b. Project updates.
 - c. Parks activities.
 - d. Beach activities.

IX. ADJOURNMENT

Any writings or documents provided to a majority of the Forest and Beach Commission regarding any item on this agenda will be made available for public inspection in the Planning and Building Department located at City Hall, on Monte Verde between Ocean and 7th Avenues during normal business hours.

If there is not a special meeting, the next regular meeting of the Forest and Beach Commission will be:

4 April 2013
 1:30 p.m. – Tour of Inspection
 2:00 p.m. - Regular Agenda

The City of Carmel-by-the-Sea does not discriminate against persons with disabilities. The City of Carmel-by-the-Sea Telecommunication's Device for the Deaf /Speech Impaired (TDD) number is 1-800-735-2929.

**CITY OF CARMEL-BY-THE-SEA
FOREST AND BEACH COMMISSION**

SPECIAL MEETING MINUTES

Friday, February 15, 2013
1:30 p.m.

I. CALL TO ORDER AND ROLL CALL

The special meeting of the Forest and Beach Commission of the City of Carmel-by-the-Sea, California was held on the above date at the hour of 1:30 p.m. Chairperson Leverone called the meeting to order and adjourned to the tour of inspection and reconvened the meeting at 2:48 p.m.

PRESENT: Lisa Boardman
Karen Ferlito
Tom Leverone - Chairperson
David Refuerzo

ABSENT: Les Kadis

STAFF PRESENT: Mike Branson, City Forester
Margi Perotti, Secretary to the Forest and Beach Commission

II. PLEDGE OF ALLEGIANCE

Members of the audience joined the Commission in the Pledge of Allegiance.

III. EXTRAORDINARY BUSINESS

Nomination and election of a chairperson and a vice-chairperson.

It was moved by BOARDMAN and seconded by REFUERZO to re-elect Tom LEVERONE as chairperson for the 2013 year. The motion carried by the following roll call vote:

AYES: COMMISSION MEMBERS: BOARDMAN, FERLITO, REFUERZO, LEVERONE
NOES: COMMISSION MEMBERS: NONE
ABSTAINED: COMMISSION MEMBERS: NONE
ABSENT: COMMISSION MEMBERS: KADIS

It was moved by LEVERONE and seconded by REFUERZO to reelect Lisa Boardman as vice-chair for the 2013 year. The motion carried by the following roll call vote:

AYES: COMMISSION MEMBERS: BOARDMAN, FERLITO, REFUERZO, LEVERONE
NOES: COMMISSION MEMBERS: NONE
ABSTAINED: COMMISSION MEMBERS: NONE
ABSENT: COMMISSION MEMBERS: KADIS

III. APPEARANCES

Steve Brooks, representing the Friends of Carmel Forest, appeared before the Commission.

IV. CONSENT AGENDA

1. Consideration of the minutes for the 6 December 2012 regular meeting and the 10 December 2012 special meeting.

It was moved by LEVERONE and seconded by REFUERZO to approve the minutes of the 6 December 2012 and special meeting minutes of 10 December 2012. The motion carried by the following roll call vote:

AYES: COMMISSION MEMBERS: BOARDMAN, FERLITO, REFUERZO, LEVERONE
NOES: COMMISSION MEMBERS: NONE
ABSTAINED: COMMISSION MEMBERS: NONE
ABSENT: COMMISSION MEMBERS: KADIS

2. Adopt the Forest and Beach Commission meeting regular calendar for 2012.

It was moved by LEVERONE and seconded by BOARDMAN to approve the Calendar for 2013. The motion was approved unanimously.

V. ORDERS OF BUSINESS

1. Review and comment on the Dry Weather Urban Runoff Diversion Project.

Mike Branson, City Forester presented the staff report and addressed questions of the Commission.

Chairperson Leverone opened and closed the public hearing. No appearances.

The Commission discussed examining alternatives to the proposed plan including the use of boring in place of trenching and the configuration of the piping to minimize the potential impact to the trees. Other comments focused on the ongoing maintenance plan associated with the collection of diversion materials.

2. Review and comment on pending and proposed Capital Improvement Projects for 2013-18.

Mike Branson, City Forester presented his staff report and addressed questions of the Commission. The Commission supported the continuation of the existing capital projects listed in the staff report, including increasing the dollar amount of the funding request for sand replenishment. The Commission also supported the proposed new capital projects listed in the staff report.

VII. REPORTS FROM STAFF AND COMMISSION

1. Receive verbal report from the Ad Hoc Beach Committee.

Commissioner BOARDMAN stated the access path at 8th Ave. is moving into the iceplant due to exposed rocks. No other report.

2. Forester's Report.

Mike Branson City Forester presented his report.

Chairperson LEVERONE opened the public hearing at 3:13 p.m. Steve Brooks appeared before the Commission. No action taken.

IV. ADJOURNMENT

There being no further business, Chairperson LEVERONE adjourned the meeting at 4:40 p.m.

Approved,

Respectfully submitted,

Tom Leverone, Chairman

Margi Perotti, Secretary

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MEMORANDUM

TO: Tom Leverone, Chairperson
Members of the Forest and Beach Commission

FROM: Mike Branson, City Forester

DATE: 28 February 2013

SUBJECT: Tree Removal (Public)
Block: 77 Lots: 20 & 22
NE corner of San Carlos Street and 7th Avenue
Applicant and Owner: Virginia Leidig Tr. / City of Carmel-by-the-Sea

Site Condition:

This site is an 11' x 5' tree well in the public, paver sidewalk on the east side of San Carlos St. in front of Nielson's Bros. Market. The tree is growing in the southern 3' x 5' area of the tree well. The tree well is located on the east edge of the sidewalk and is adjacent to a raised planter that is connected to the Nielson's building. The market's delivery driveway is about 8 feet north of the base of the tree and a portion of the sidewalk at south end of the well is within 18" of the tree trunk. A 3' x 1.5' below ground PG&E utility box is located in the northern end of the well adjacent to the driveway.

No surface roots are visible except those in the immediate area radiating from the base of the tree. These visible roots are pressing on the nearby sidewalk pavers and the wall of the raised planter. No visible damage is apparent to the raised planter. Some of the sidewalk pavers are lifted and the section of driveway on public property appears to be raised about 5-6 inches from the driveway area on private property. The PG&E utility box has a small kink and crack in one side wall but the exact cause is not apparent.

Size and species of trees(s) requested for removal/pruning:

Remove one Sweetgum tree (*Liquidambar sp.*) – 20" diameter.

Health and condition of tree requested for removal:

This appears to be healthy tree without any significant insect, disease or structural problems. The Sweet gum is approximately 30' tall with a crown spread of approximately 25' in diameter. The tree canopy has a couple of limbs that are close to the nearby structure but pruning or limb removal would easily resolve any conflict.

Previous requests and decisions:

None.

Reason for request - Description of Project:

The applicant is concerned about roots disrupting the driveway, walkway, utility box, and planter. The applicant also considers the tree to be overgrown.

The importance of the tree(s) to the urban forest in the area:

The tree contributes to the lower canopy of the urban forest in this part of the central business district.

Size and species of tree(s) that are to be preserved:

N/A

Impacts construction may have on trees that are to be preserved and suggested mitigation:

N/A

Options:

1. Approve the application.
2. Do not approve the application.
3. Postpone consideration.

Staff Recommendations:

Option #2. Do not approve the application. Although it is apparent there are potential issues with roots affecting the nearby hardscape it is impossible to gauge the size and number of root that may be causing any problems. I recommend the hardscape in the area be removed and the tree's root system be exposed and evaluated as to whether root pruning or other means of mitigation can be accomplished to keep the tree and satisfactorily repair the hardscape.

Other than the raised planter all of the issues of concern are on public property. The city public works department will coordinate with PG&E to remove the hardscape and to facilitate the root evaluation and repairs to the driveway, pavers, and utility boxes. When this occurs hopefully any root issues with the raised planter can also be alleviated.

If the amount of roots that would need to be removed is excessive or other methods

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cannot resolve the lifted hardscape issues it may become necessary to allow removal of the tree to eliminate future damage at this location.

If the application is approved, I recommend planting a replacement tree on the site.

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CITY OF CARMEL-BY-THE-SEA

P.O. Box "SS"
Carmel, CA 93921
Ph: (831) 620-2070/FAX: 831-624-2132

Date Received 1/23/13
Application Fee: \$ 25-
Receipt # 50870

APPLICATION FOR PERMIT TO REMOVE OR PRUNE TREES
NO CONSTRUCTION

additional 155 paid
2/14/13 51053

Location of property: NE San Carlos & 7th
Block: 77 Lot: 20 & 22

Name of Property Owner: Virginia Leiding Tr. Name of Applicant/Contractor: Clyde Kusumann

Mailing Address P.O. Box 994310 Mailing Address: 3599 EASTFIELD CT
Redding, CA 96099 CARMEL, CA 93923

Phone #: _____ Phone #: 831-625-9111

WHO WILL BE REMOVING/PRUNING THE TREE(S): _____
City Business License #: _____

(PLEASE NOTE IF TREE(S) ARE ON CITY OR PRIVATE PROPERTY)

Number, size and species of tree(s) to be removed: 1 LARGE NON-NATIVE TREE (SEE ATTACHED PHOTO)

Number, size and species of limbs/roots to be removed: _____

Reason for removal or pruning: OVERGROWN; DISRUPTING WALKWAY, DRIVEWAY, UTILITY BOX & PLANTED.

You will be notified in writing the date and time that your request is scheduled for a hearing. If you or your representative is unable to attend the hearing, your application will be tabled. You may reschedule by contacting the Secretary to the Forest and Beach Commission at (831) 620-2070. You may waive your right to speak at the hearing and authorize the Forest and Beach Commission to act on your request in your absence by signing on the following line:

Date: _____

A SITE PLAN MUST ACCOMPANY THIS APPLICATION AND SHOW THE FOLLOWING:

1. Location, size and species of ALL trees on the lot.
2. Location and species of tree(s)/limb(s) to be removed or pruned
3. Footprint of the structure.
4. Location of areas for tree replanting – The City has adopted Design Review Guidelines which include a minimum tree density per lot. Please review the attached Policy and indicate on the site plan where you intend to plant trees necessary to comply with this guideline.

- Any decision of the Forest and Beach Commission is based on information submitted with this application – PLEASE BE ACCURATE.
- **NO WORK IS PERMITTED** until you have picked up your permit for tree work – The Permit must be posted on the job site when work is being performed.

Owner's Signature _____ Date: _____
Agent for Owners: Clyde Kusumann Date: 1-20-2013

INCOMPLETE APPLICATION WILL BE RETURNED

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MEMORANDUM

TO: Tom Leverone, Chairperson
Members of the Forest and Beach Commission

FROM: Mike Branson, City Forester

DATE: 28 February 2013

SUBJECT: Tree Removal (Public and Private)
Block: 48 Lots: 19
W/ Torres Street between 4th and 5th Avenues
Applicant and Owner: Peter Davis for Pete Campbell, also City of Carmel

Site Condition:

This site is a two-tier 4,000 square-foot lot. There is a one story single-family home on the lower tier towards the back half of the lot and a two-story duplex unit on an upper tier in the front half of the lot. There is currently no off-street parking on the property. The elevation difference between the two-tiers is around five feet. The public oak tree and one of the private oaks are located along the front property line abutting Torres St. The other private tree is near the south property line at the rear of the site.

Size and species of trees(s) requested for removal/pruning:

Remove two coast live oaks on private property – 11” and 15” diameter
Remove on coast live oak on public property – 13” diameter.

Health and condition of tree requested for removal:

The two oaks at the front of the site are both in satisfactory condition and without any significant insect, disease, or structural problems although the site is not in the best condition for tree growth. The soil is compacted from foot and vehicle traffic and there is an abundance of hardscape under the drip line of the two trees. However the trees seem to have adapted to the current growing conditions.

The 15” oak at the rear of the site has significant trunk decay and presents a high risk of failure.

Previous requests and decisions:

None.

Reason for request - Description of Project:

The applicant is requesting permission to remove the oaks in the front of the property to allow construction of two compact tandem parking spaces along the north property line at the front of the property. The parking area for the two car area will intrude about 4 feet into the 6 foot protection zone of the redwood and a large oak tree. Construction of the cantilevered area will also require a large footing at the 6 foot line to support a 4-foot cantilevered concrete slab.

The oak in the back has a significant trunk decay problem.

The applicant is proposing to demolish and reconstruct the rear building on the property.

The importance of the tree(s) to the urban forest in the area:

The trees contribute to the lower canopy and streetscape of the urban forest in this neighborhood.

Size and species of tree(s) that are to be preserved:

Coast live oak: 11", 17", 15", 15", 15", 12", 13", 22", 18" diameter

Monterey cypress: 18" diameter

Coast redwood: 30" diameter

Impacts construction may have on trees that are to be preserved and suggested mitigation:

Standard tree protection measures will apply. Access to the back of the lot is limited, so most of the demolition and construction will be done by hand.

Options:

1. Approve the application.
2. Approve a portion of the application.
3. Do not approve the application.
4. Postpone consideration.

Staff Recommendations:

Option #3. Approve a portion of the application. I recommend approval of the 15" oak for safety reasons. I do not recommend approval of the other private oak and the public oak.

The two oaks at the front of the site appear to be without any significant factors that necessitate removal of the trees at the current time. They both provide screening from the street of this property and the building to the north. The applicant's proposed parking area

will also have an impact on the root system of the large oak and redwood at the head of the parking area.

The applicant's project was reviewed by the planning commission in January. The commission with only four members present did not approve (3-1 with 4 required) a *conditional use permit due to the parking issue*. The commission recommended the applicant apply to the forest and beach commission for a decision on removing the two trees for the two car parking area. The net benefit of the parking proposal is one compact parking space but at a cost of two oaks and possible damage to another oak and a redwood. A one car parking space is not allowed since there is no net gain of parking on the site since an on-street site would be lost.

CITY OF CARMEL-BY-THE-SEA

F.O. Box "SS"
Carmel, CA 93921
Ph: (831) 620-2070/FAX: 831-624-2132

Date Received 2/28/13
Application Fee: \$360-
Receipt #: 51154

APPLICATION FOR PERMIT TO REMOVE OR PRUNE TREES FOR THE PURPOSES OF CONSTRUCTION/DEMOLITION

Location of property: TOWERS (2) N/W OF 5th
Block: 48 Lot: 19

Name of Property Owner: PETE CAMPBELL Name of Applicant/Contractor: PETER DANIS

Mailing Address 1593 HARBOUR BLVD Mailing Address: 15 CYPRESS WOODWARD
BELMONT 94002 CARMEL, CA

Phone #: 8238-3215 Phone #: 624-1836

(PLEASE NOTE IF TREE(S) ARE ON CITY OR PRIVATE PROPERTY)

Number, size and species of tree(s) to be removed: (2) OAK 13" φ ON CITY
PROP. 11" φ ON OWNER'S/PRIVATE PROPERTY

Number, size and species of limbs/or roots to be removed: _____

Reason for removal or Pruning: TO PROVIDE (2) TANDEM, COMPACT
PARKING FOR NEW UNIT ON PROPERTY

Company Removing Tree/Limbs: T.B.D. City Business License # _____

You will be notified in writing the date and time that your request is scheduled for a hearing. If you or your representative is unable to attend the hearing, your application will be tabled. You may reschedule by contacting the Secretary to the Forest and Beach Commission at (831) 620-2070. You may waive your right to speak at the hearing and authorize the Forest and Beach Commission to act on your request in your absence by signing on the following line: _____ Date: _____

A SITE PLAN MUST ACCOMPANY THIS APPLICATION AND SHOW THE FOLLOWING:

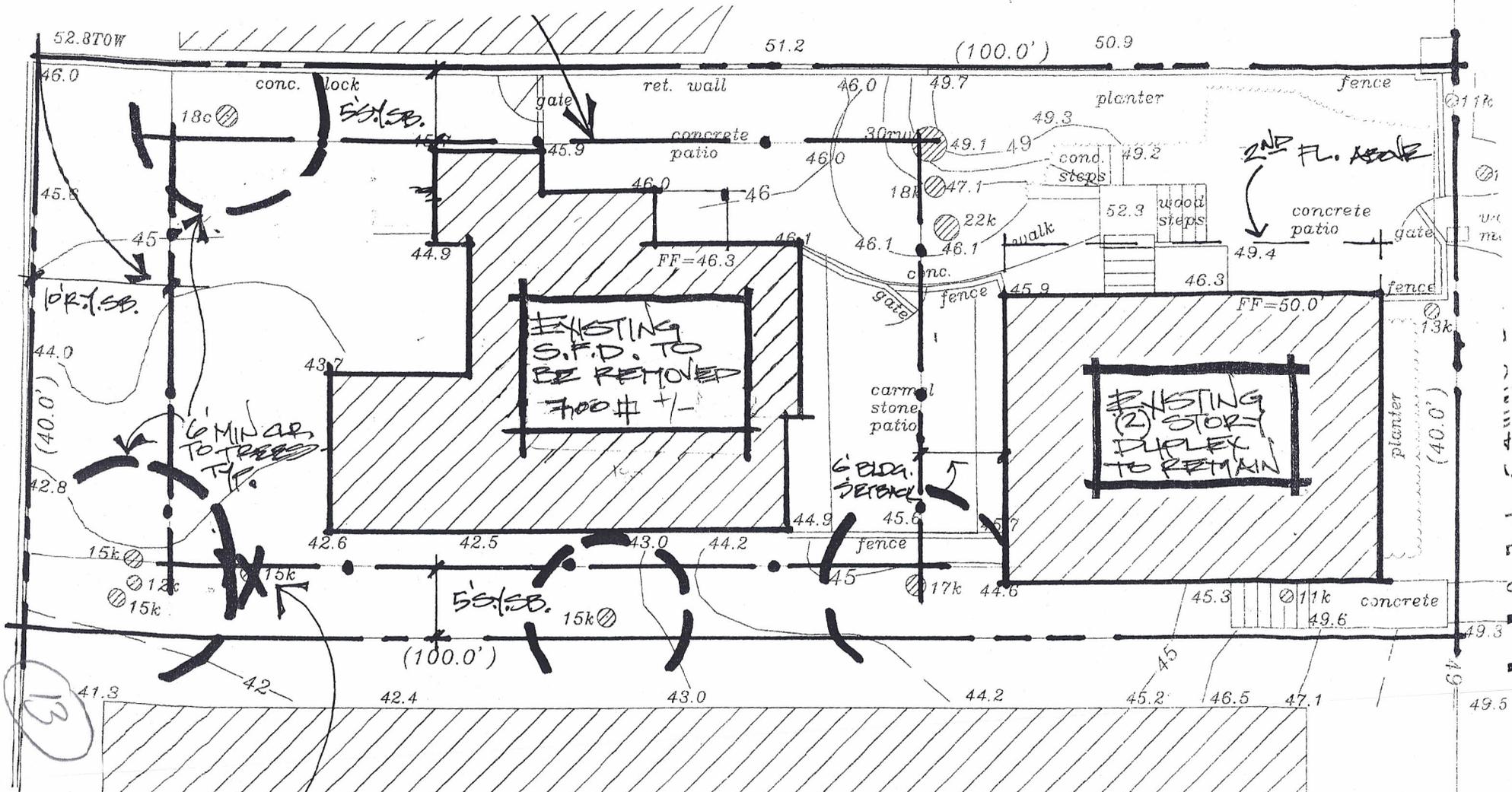
1. Location, size and species of ALL trees on the lot.
2. Location and species of tree(s)/limb(s) to be removed or pruned
3. Footprint of the structure/proposed structure.
4. Existing and proposed site coverage.
5. ALL areas that are to remain for landscaping and the total square feet of openspace.
6. Location of areas for tree replanting – The City has adopted Design Review Guidelines which include a minimum tree density per lot. Please review the attached Policy and indicate on the site plan where you intend to plant trees necessary to comply with this guideline.
7. Will excavation other than standard footings be required as part of your construction? YES, NO. If Yes, you **MUST** show the area of cut, its depth and total cubic yards to be removed.

- > In order to properly consider your application it is necessary that the footprint of your proposed construction be clearly defined on the lot and height poles are installed prior to the Commission's Tour of Inspection. Any decision of the Forest and Beach Commission is based on information submitted with this application. If the design is altered or the location of the structure changed, another application for a tree permit is required.
- > **NO WORK IS PERMITTED** until you have received project approval through the Planning Commission and the issuance of a valid building permit. The Permit to remove trees must be posted on the job site when work is being performed.

Owner's Signature: _____ Date: _____
Agent for Owners: [Signature] Date: 28 FEB 13

INCOMPLETE APPLICATIONS WILL BE RETURNED

(12)



APARTMENT

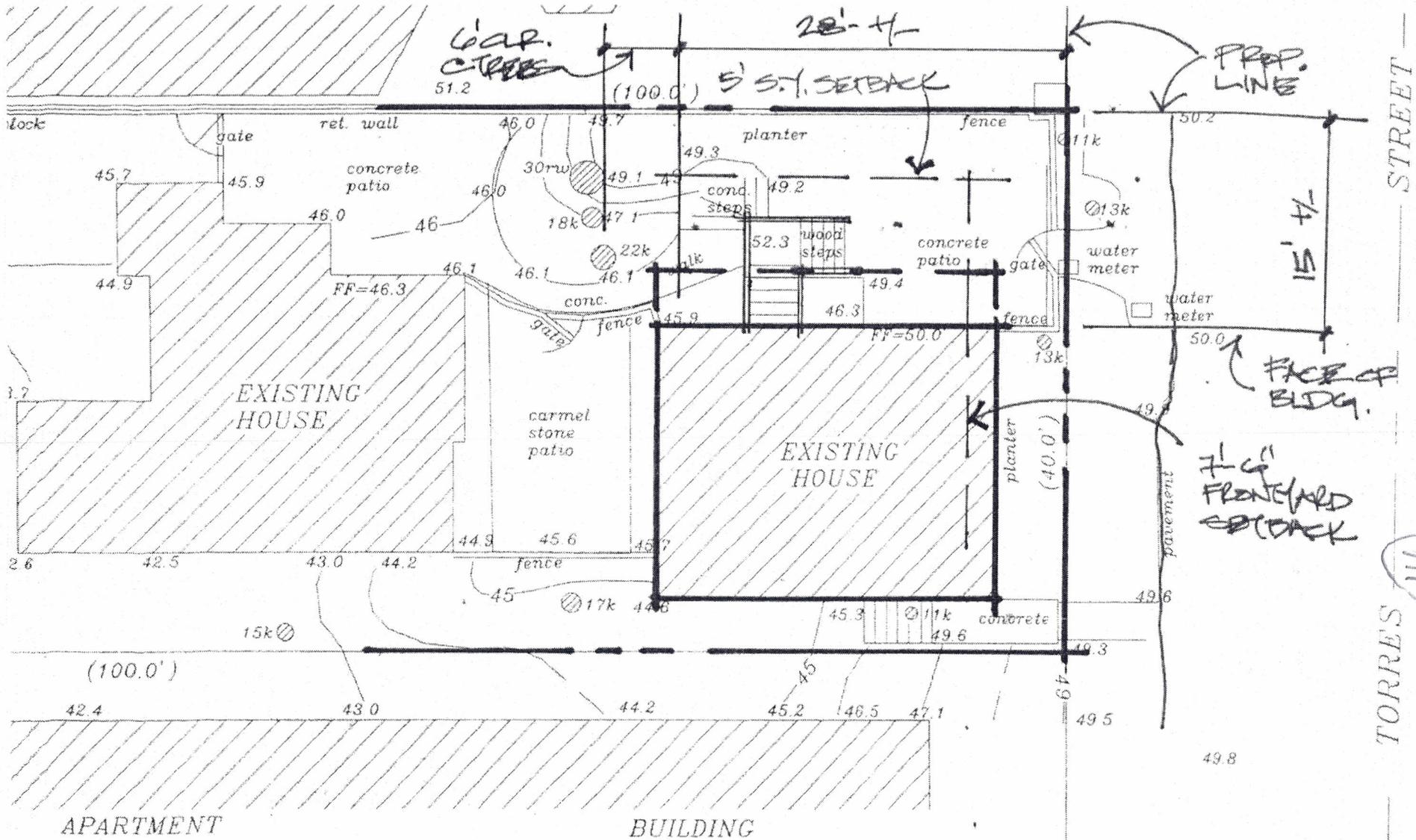
BUILDING

5" CAK - TO BE REMOVED

DUPLEX: 520 # 1st FL.
 624 # 2nd FL.
 1144 # TOTAL

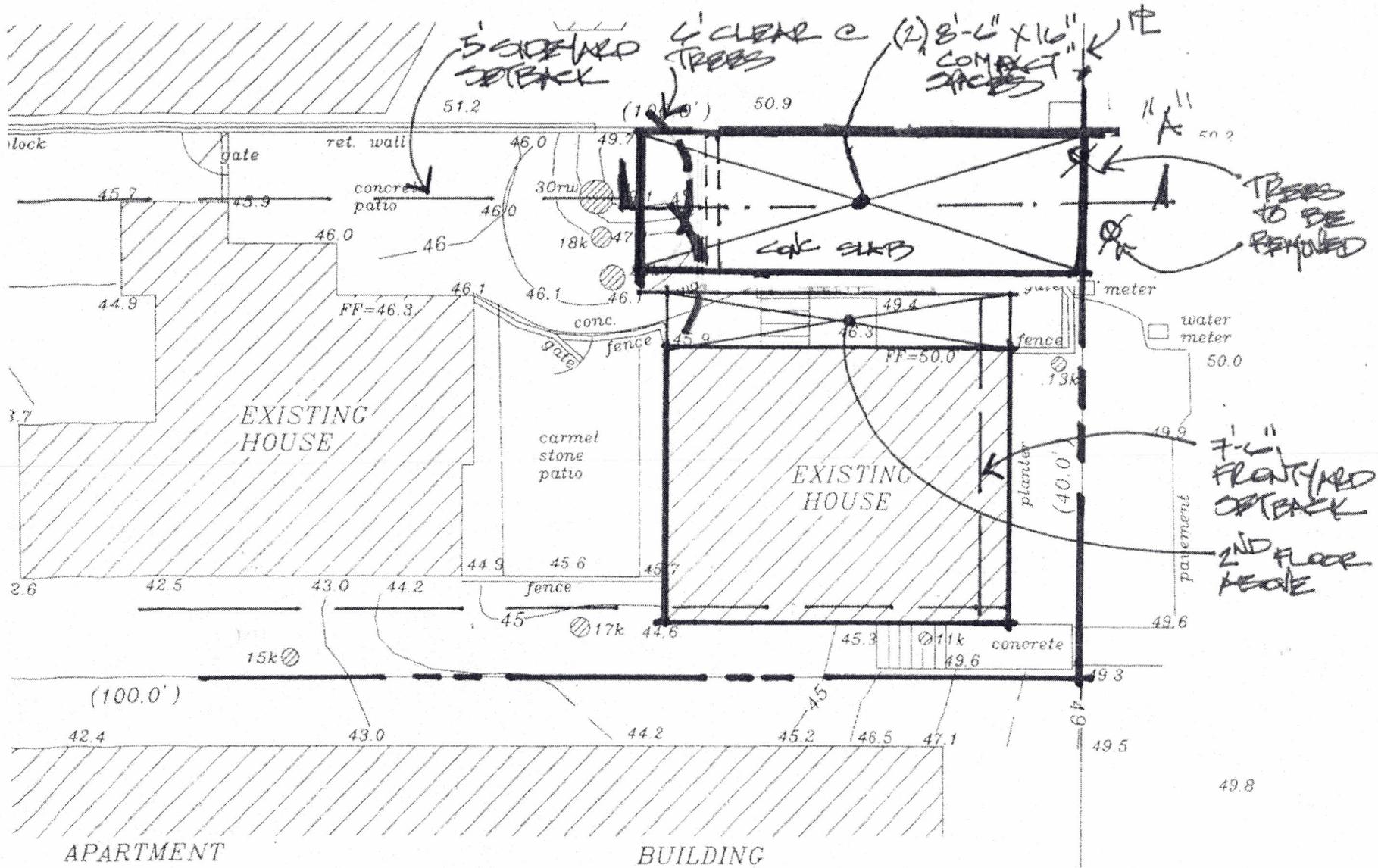
LOT 23

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EXISTING CONDITIONS 1" = 10'

■ USEABLE SPACE BETWEEN PROP. LINES, BUILDING & REDWOOD TREES W/ CLEARANCE FOR RET. WALL (6'-0") 15' WIDE X 28' LONG



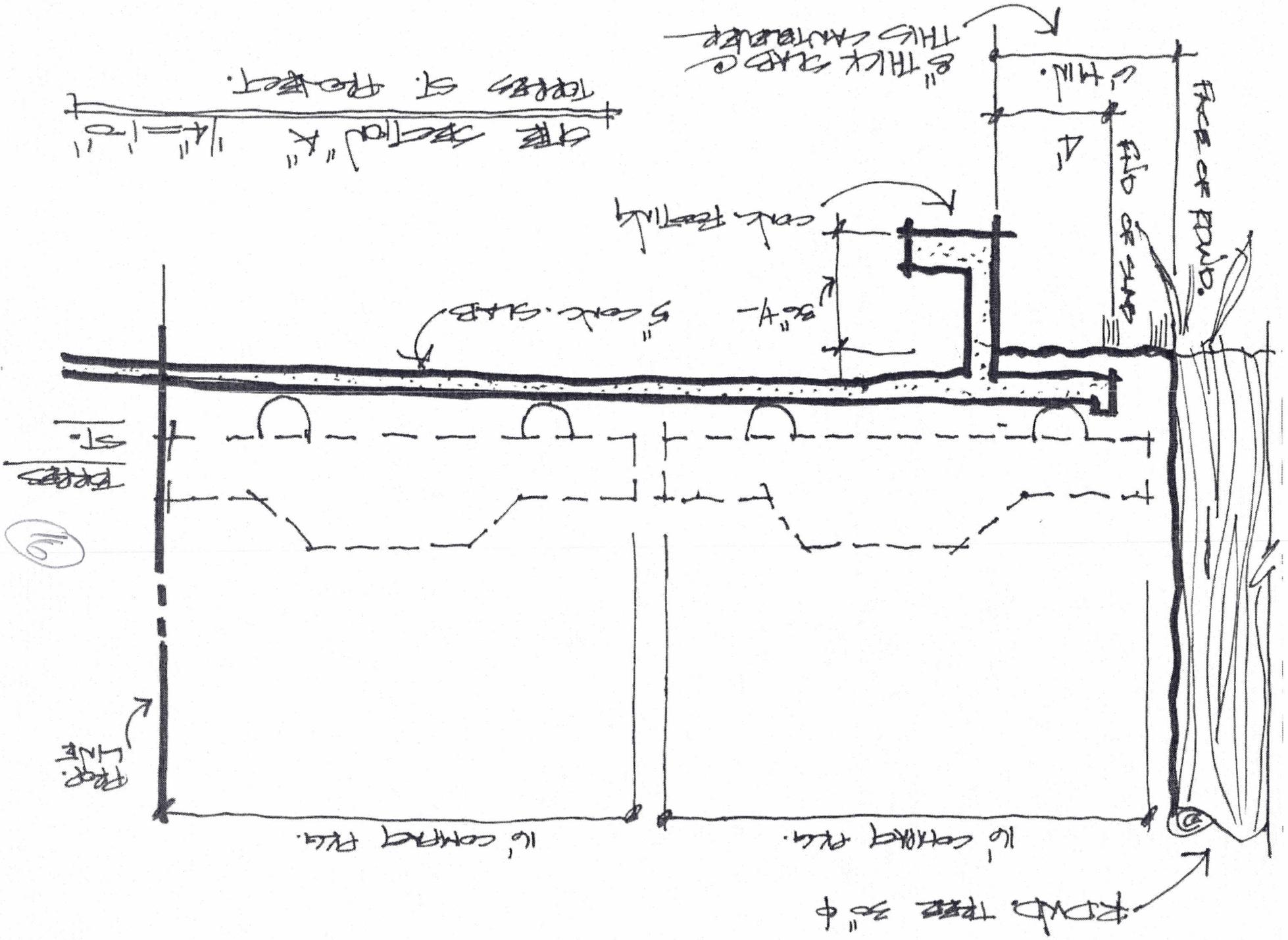
TORRES STREET

TORRES STREET

(15)

SCHEME "A"

- (2) COMPACT SPACES
- TANDEM STYLE
- IN BOTH FRONT & SIDEYARD SETBACKS.
- 13" Ø OAK REMOVE, 11" Ø OAK RETAINED
- STREET PARKING REMOVED
- STAIRS REMOVED/RELOCATED



THE SECTION "A" 1/4" = 1'-0"
 TYPICAL ST. PROJECT.

8" THICK SLAB
 THIS CHANGE

cork roofing

5" cork. slab

3/4"

ST.
 TYPICAL

(10)

PROJ. LINE

16' CORNER R.G.

16' CORNER R.G.

POWD. THICK 30" φ

MEMORANDUM

TO: Tom Leverone, Chairperson
Members of the Forest and Beach Commission

FROM: Mike Branson, City Forester

DATE: 28 February 2013

SUBJECT: Review and comment on the Dry Weather Urban Runoff Diversion Project.

During the special meeting on 15 February 2013, the commission had the opportunity to review and comment on the city's proposed dry weather urban runoff diversion project along Scenic Rd. and Del Mar Ave. Commissioners posed several general questions on the project and specific questions and concerns regarding three project locations near cypress trees.

Last Thursday, staff met with the city engineer and the city's storm water consultant regarding the issues raised by the commission. Modifications and question responses are outlined below.

Del Mar Ave.:

- Engineer will adjust arc the first 30' of trench to the east to minimize root impacts and damage to the canopy of the nearby group of young cypress trees.
- Trench excavation will clear and stock surface sand to avoid mixing deeper soil material with the surface material during backfilling.
- Work in the area of the cypress trees will be monitored by the city forester.

Scenic Rd. between 8th and 9th:

- Engineer will connect two catch basins to eliminate a long trench to the south of the large cypress tree. This will entail trenching near a young cypress tree; activity in this area will require hand digging and evaluation by the city forester.
- Pipe route from the northern catch basin to the percolation area will arc to the north to split the distance between two large cypress trees. This will reduce the impact to the root zone of the southern large cypress.

Scenic Rd. between 13th and Santa Lucia:

- Engineer will move the trench section near the young cypress trees further to the east beneath the roadway. The percolation trench will remain in the planter area west of the curb line.
- Constructing the drain unit entirely beneath the street is not recommended due to concerns of excess water beneath the pavement compromising the structural integrity of the roadway.

General Project Questions:

- Catch basins that are not within the identified work areas on the project plans, such as between 9th Ave. and 11th Ave., do not require any further modifications. These units will have bulkheads installed to stop flows and the expected dry weather flows will be

contained within the existing catch basins.

- The city has a mandatory monitoring and maintenance program for the drain system. Some of the requirements include seasonal pumping and cleaning of the catch basins to remove accumulated water and other debris. This should minimize the occurrence of odors developing from decomposing organic material.
- The drain rock in the bottom of open bottom manholes and catch basins can be cleaned to remove any accumulation of debris either by washing and pumping out loose material or replacement of the upper few inches of rock material.
- The use of boring instead of trenching at some locations will be an option for prospective bidders to consider when submitting their bids.
- There will be a mandatory pre-bid meeting for prospective bidders where specific items of concern will be addressed.

The city engineer and storm water consultant will attend the meeting to answer any further questions.