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**URBAN FORESTRY COUNCIL  
LANDMARK TREE AD HOC COMMITTEE SPECIAL MEETING  
DRAFT MEETING MINUTES**

**Tuesday, August 14, 2012, 4:00 p.m.  
City Hall, Room 421  
One Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102**

COMMITTEE MEMBERS: Rose Hillson (Chair), Chris Buck, Larry Costello, Malcolm Hillan and Megan Sutherland

**Order of Business**

- 1. Call to Order and Roll Call.** The Landmark Tree Ad Hoc Committee Meeting convened at 4:02 p.m. Present: Members Hillson, Sutherland, and Buck; Excused: Members Costello and Hillan
- 2. Approval of Minutes of the April 10, 2012 Urban Forestry Council Landmark Tree Committee Special Meeting** (Explanatory Document: April 10, 2012 Draft Minutes) (Discussion and Action) Upon Motion by Member Sutherland, second by Member Hillson, the April 10, 2012 Meeting Minutes were approved without objection. (AYES: Members Hillson, Sutherland and Buck; Absent: Members Costello and Hillan)
- 3. Hearing on Nominations for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the trees nominated at the following location meet the criteria for designation as landmark trees. (Discussion and Action)

**Magnolia (*Magnolia Campbellii*) located at 439 Brussels Street, Assessor's Block 6047, Lot 026, San Francisco, CA.** (Explanatory Documents: Property Owner Nomination Form and Committee and Staff Evaluation Forms)

Council Coordinator Hui reported on landmark tree nomination hearing procedures. Mr. Robert Bozzini, member of the public who initiated the nomination for the property owner, Mr. Raymond Bozzini, presented background information on the nomination for landmark tree status for the Magnolia tree. Mr. Vincent Luong, affected property owner, requested that his property rights be respected and protected, and that the property owner provides maintenance of the tree sections that overhang on his property line.

Public Comment speaking in support of landmark tree nomination: Ms. Ruth Wallace, Ms. Irene Crescio, Ms. Darlene Zane, and Mr. Don Roberts.

Council Coordinator Hui and Committee Members Hillson, Buck, and Sutherland presented their evaluations of the Magnolia tree. Coordinator Hui provided information on tree protection rights and mediation services that are available. Mr. Robert Bozzini presented property owner rebuttal on recent maintenance activities, and Mr. Luong presented adjacent property owner rebuttal requesting additional maintenance of the tree that overhangs on his property line.

Upon Motion by Chair Hillson, second by Member Sutherland, the Magnolia tree located at 439 Brussels Street was not recommended for landmark tree status. The Urban Forestry Council will be considering the Committee's recommendations and nomination for landmark tree status at its August 28, 2012 meeting (AYES: Members Hillson, Buck and Sutherland; Absent: Members Costello and Hillan).

**Juniper (*Juniperus spp*) located at 439 Brussels Street, Assessor's Block 6047, Lot 026, San Francisco, CA** (Explanatory Documents: Property Owner Nomination Form and Committee and Staff Evaluation Forms)

Mr. Robert Bozzini, member of the public who initiated the nomination for the property owner, Mr. Raymond Bozzini, presented background information on the nomination for landmark tree status for the Juniper tree. Council Coordinator Hui presented her evaluation of the tree and information on the hearing process. Mr. Vincent Luong, affected property owner, requested that his property rights be respected and protected, and that the property owner trim parts of the tree that overhangs on his property line.

Public comment speaking in support of landmark tree nomination: Ms. Ruth Wallace and Ms. Irene Crescio. Committee Members Hillson, Buck, and Sutherland presented their evaluations of the Juniper tree. Mr. Robert Bozzini presented property owner rebuttal on recent maintenance activities, and Mr. Luong presented adjacent property owner rebuttal requesting additional maintenance of the tree.

Upon Motion by Member Buck, second by Member Sutherland, the Juniper tree located at 439 Brussels Street was not recommended for landmark tree status. The Urban Forestry Council will be considering the Committee's recommendations and nomination for landmark tree status at its August 28, 2012 meeting (AYES: Members Hillson, Buck and Sutherland; Absent: Members Costello and Hillan).

- 4. Review of the past, existing and proposed Landmark 'Grove' Language in the Landmark Tree Ordinance.** Committee Members will review and discuss proposed amendments to the current Landmark Tree Ordinance and review historical references to groves. (Continued from the April 10, 2012 Meeting) (Explanatory Documents: Article 16, Section 810 Landmark Tree Ordinance Proposed Amendments to Sections 802 and 810, Department of Public Works, Historical References to Groves, Cover Letter to the Board of Supervisors, and Landmark Groves Selection Definition and Criteria) (Discussion and Possible Action)

Coordinator Hui provided background information on this agenda item stating that the Landmark Tree Ad Hoc Committee recommended and Urban Forestry Council approved amendments to Article 16 to include landmark grove language, but that the Department of Public Works (DPW) expressed concern about the proposal during the May 25, 2012 full Council meeting. Committee Members discussed DPW concerns and suggested that the Council be granted the ability to

modify the number and/or boundary of nominated trees within a grove designation. Committee Members also discussed the need for an arborist report and tree risk assessments for each tree. This agenda item was "Continued to the Call of the Chair" based on feedback from the Department of Public Works.

- 5. Review and Approval of Amendments to the Landmark Tree Nomination Form.** Committee Members will review and vote to approve proposed amendments to the Landmark Tree Nomination Form made at the April 10 meeting and make recommendations to the full Council. (Explanatory Documents: Amended Landmark Tree Draft Nomination Form) (Discussion and Possible Action)

Upon Motion by Member Sutherland, second by Chair Hillson, the Committee recommended that the Council consider approving amendments to the Landmark Tree Draft Nomination Form at its August 28, 2012 meeting. No further amendments to the form as presented were recommended. (AYES: Members Hillson, Buck and Sutherland; Absent: Members Costello and Hillan)

- 6. Ideas for Marking Landmark Trees.** Committee Members will discuss ideas for marking landmark trees. (Explanatory Documents: (Circular Plaque Mock-up and Meeting Minutes Summary) (Discussion) Committee Members discussed their ideas for marking landmark trees and agreed that due to a lack of time and available resources, this agenda item would be "Continued to the Call of the Chair. "

- 7. Landmark Tree AdHoc Committee Meetings Proposed Schedule Change.** (Explanatory Document: Member Schedule Availability Poll) (Discussion and Action)

Committee Members Hillson, Buck and Sutherland approved the proposed schedule change for Landmark Tree Ad Hoc Committee meetings to the first Thursday of each month starting at 4:15 p.m. on an as needed basis. The Council will consider a Bylaws Amendment to make this schedule change at its August 28, 2012 meeting. (Absent: Members Costello and Hillan.)

- 8. New Business/Future Agenda Items.** (Information and Discussion)

Committee Chair Hillson presented the Committee with her idea of a Mayor's Tree Walk that would include planting of trees to honor each San Francisco Mayor in designated locations. This proposal would be presented to the full Council to consider at the August 28, 2012 full Council meeting.

- 9. Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There were no members of the public present at this time.

- 10. Adjournment.** The Landmark Tree Ad Hoc Committee meeting adjourned at 7:22 p.m.

Copies of explanatory documents are available to the public at (1) the Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., (2) or when possible, on the Landmark Tree Committee webpage <https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/landmark-tree-committee>, (3) upon request to the Council Secretary at the above address or telephone number 415-355-3709 or via e-mail at [Monica.Fish@sfgov.org](mailto:Monica.Fish@sfgov.org).