

**Borough of Doylestown  
Shade Tree Commission  
Meeting Minutes**

**Meeting Date:** Tuesday September 10, 2019

**Location and Time:** Borough Hall Conference Room 6:30 PM

**Meeting Attendance:**

- *Shade Tree Commission:* Chris May, Judith Stratton, Carter vanDyke, Baldev Lamba, Jim Resek
- *Borough Arborist:* Bob McMullin
- *Borough Staff Liaison to STC:* Dave Burger
- *Director of Building and Zoning:* Karyn Hyland
- *Landscape Development Applicants:* none
- *Permit Applicants:* Richard Chase (396 Linden Avenue), Jill Schweizer (222 Doyle Street), Maureen Wheatly (286 Paine Street)
- *Others:* Mayor Ron Strouse

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**Meeting Discussions:**

**1) Review and Approval of Meeting Minutes:**

The minutes of the July 9, 2019 and the August 13, 2019 meetings were approved.

**2) Subdivision Plans and Land Development Waiver Applications:**

- i) None.
- ii) During the Old/New Business part of the meeting, Karyn reported the Ashland Walk developer requested substitutions for trees on the development plan. The Commission gave Karyn some suggestions.

**3) Tree Removal Permit Applications:** The following permit applications were submitted to the Commission for approval. Below are the recommendations of the Shade Tree Commission:

- 1) 25 Crestland Terrace – Ben & Ellen Caccavale, Property Owners. Nine trees including: six Silver Maple, one Ash, and two Walnut. **Approved.**
- 2) 201 N. Broad Street – Marta Nowak, Property Owner. Five trees including: one Red Oak, one Mulberry. **Approved.**
- 3) 46 Meadow Lane – Mary Elise Paris, Property Owner. Four Blue Spruce. **Approved.**
- 4) 50 Belmont Square – Alfred Pelham, Property Owner. One Ash. **Approved.**
- 5) 401 E. Court Street – Daniel Cassarella, Property Owner. One Ash. **Approved.**
- 6) 396 Linden Avenue – Richard Chase, Property Owner. Lawson Cypress. **Approved.**

## Approved

- 7) 41 N. Church Street – Harriet Rattner, Property Owner. One Ornamental Plum. *Approved.*
- 8) 294 E. Swamp Road – Lewis Barrett, Property Owner. Two Ash. *Approved.*
- 9) 222 Doyle Street – Jill Schweizer, Property Owner. Five White Pine. *Approved.*
- 10) 285 Green Street – Alan Krach, Property Owner. Eight Blue Spruce. *Approved.*
- 11) 266 Paine Street – Mark Cosgrove and Maureen Wheatly, Property Owners. One Northern Red Oak and two Norway Maples. Five White Pine.

#### 4) Old/New Business and Reports:

- a) *Tree Planting and Removals:* Dave reported nine new street trees have been planted this year. Tree removals were a Zelkova in front of Rutherford's, a Maple on East Court Street, and a Scholar tree in front of the Country Food Market.
- b) *Street Tree Requirements:* Karyn summarized the current Doylestown Borough ordinance requirements for a tree to be consider a "Street Tree". Trees that meet these requirements will be maintained by the Borough. Trees that are on private property and do not meet these requirements are to be maintained by the property owner.
- c) *Doylestown Borough Tree Inventory Database:* Dave reported that the Borough is hiring a contractor to create a database that will include all Street Trees and Park Trees in the Borough. (Trees maintained by the Borough.) The database will include things like the tree species, location, date planted (in known), dates maintenance was performed, and other relevant data. Dave will have more information about this project next month.
- d) *Tree Planting and Maintenance Budget:* Chris asked about what was included in the Boroughs tree planting and maintenance budget. Dave and Karyn reviewed components of the budget.
  - i) Carter asked if there were ways to get additional funds for more tree planting.
  - ii) Ron suggested that by partnering with outside groups (for example, Tree Tenders) additional tree planting funds may be available.
  - iii) Karyn pointed out that the tree removal permit process was resulting in some property owners agreeing to plant new trees.
  - iv) Chris suggested finding ways to educate property owners about the Borough's shade tree process.
  - v) Ron suggested providing and information packet with each permit approval.
  - vi) Dave said there are a number of memorial trees with plaques and benches that have been donated by
  - vii) Karyn said the Newsletter is another good vehicle for provident information.
  - viii) Chris suggested bringing ideas to the next meeting. Chris and Carter said they would prepare something for the meeting. Chris also wants the Shade Tree Commission to identify more locations for new street trees to be planted.

## Approved

- e) *Borough Land Development/Subdivision Process*: Karyn gave a short presentation describing the steps in the process. She provided a “critical path” chart showing all the individuals, commissions, boards, and committees involved.
  - f) *Planters*: Dave reported the two large cement planters the Borough purchased (last year) will be put in front of Siren Records for the Pop-up Park on the September 20<sup>th</sup> weekend will remain there permantly.
- 5) **Adjournment**: The meeting was adjourned at 9:09 PM..

Respectfully Submitted,  
Jim Resek