



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

Sarah Berling, Kelly Brezoczky, Tamara Michie, JC
Myers, Brian Sours

All meetings are held in the City Council Chambers
East Side of Monte Verde Street
Between Ocean and 7th Avenues

REGULAR MEETING Thursday, December 14, 2023

MEETING 3:30 PM

THIS MEETING WILL BE HELD IN PERSON AND VIA TELECONFERENCE. The public is welcome to attend the meeting in person or remotely via Zoom, however, the meeting will proceed as normal even if there are technical difficulties accessing zoom. The City will do its best to resolve any technical issues as quickly as possible. To view or listen to the meeting from home, you may watch the Youtube Live Stream at: <https://www.youtube.com/@CityofCarmelbytheSea/streams>, or use the link below to view or listen to the meeting via Zoom teleconference:

<https://ci-carmel-ca-us.zoom.us/j/87957513865> Webinar ID: 879 5751 3865 Passcode: 583544 Dial in: (253) 215-8782

HOW TO OFFER PUBLIC COMMENT: Public comment may be given in person at the meeting, or using the Zoom teleconference module, provided that there is access to Zoom during the meeting. Zoom comments will be taken after the in-person comments. The public can also email comments to yculver@ci.carmel.ca.us. Comments must be received 2 hours before the meeting in order to be provided to the legislative body. Comments received after that time and up to the beginning of the meeting will be made part of the record.

Tour Time 3:00 PM

TOUR OF INSPECTION

Prior to calling the meeting to order, the Board/Commission will conduct an on-site tour of inspection of the properties listed on the agenda and the public is welcome to join. After the tour is complete, the Board/Commission will begin the meeting in the City Council Chambers no earlier than the time noted on the agenda.

- A.** Northwest Corner of Lincoln Street and Santa Lucia Avenue

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC APPEARANCES - Under the Brown Act, public comment for matters on the

agenda must relate to that agenda item and public comments for matters not on the agenda must relate to the subject matter jurisdiction of this legislative body. Hateful, violent, and threatening speech is impermissible public comment as it disrupts the conduct of the public meeting. This is a warning that if a member of the public attending this meeting remotely violates the Brown Act by failing to comply with these requirements of the Brown Act the meeting, then that speaker will be muted.

Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Commission. Matters not appearing on Commission's agenda will not receive action at this meeting but may be referred to staff for a future meeting. Persons are not required to give their names, but it is helpful for speakers to state their names so that they may be identified in the minutes of the meeting.

ANNOUNCEMENTS

CONSENT AGENDA

Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Commission or the public may ask that any items be considered individually for purposes of Commission discussion and/ or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

1. November 9, 2023 Meeting Minutes

PUBLIC HEARINGS

2. Consider the pruning of two coast live oak trees in the public right-of-way at the Northwest Corner of Lincoln Street and Santa Lucia Avenue (Tree Permit Application 23-201)

ORDERS OF BUSINESS

Orders of Business are agenda items that require City Council, Board or Commission discussion, debate, direction to staff, and/or action.

3. Preliminary Results of the Urban Forest Master Plan Community Survey
4. Updated Forest and Beach Commission Rules of Procedure.
5. Proposed Forest and Beach Commission Meeting Dates for 2024
6. City Forester's Report for November 2023
7. Public Works Director's Report for November 2023.

FUTURE AGENDA ITEMS

ADJOURNMENT

This agenda was posted at City Hall, Monte Verde Street between Ocean Avenue and 7th Avenue, Harrison Memorial Library, located on the NE corner of Ocean Avenue and Lincoln Street, the Carmel-by-the-Sea Post Office, 5th Avenue between Dolores Street and San Carlos Street, and the City's webpage <http://www.ci.carmel.ca.us> in accordance with applicable legal requirements.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Forest & Beach Commission regarding any item on this agenda, received after the posting of the agenda will be available at the Public Works

Department located on the east side of Junipero Street between Fourth and Fifth Avenues during normal business hours.

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 831-620-2000 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting (28CFR 35.102-35.104 ADA Title II).



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

December 14, 2023
CONSENT AGENDA

TO: Forest and Beach Commissioners

SUBMITTED BY: Robert M. Harary, P.E., Director of Public Works

SUBJECT: November 9, 2023 Meeting Minutes

RECOMMENDATION:

Approve the November 9, 2023 Meeting Minutes.

BACKGROUND/SUMMARY:

FISCAL IMPACT:

ATTACHMENTS:

FBC Meeting Minutes November 9, 2023

**FOREST AND BEACH COMMISSION
REGULAR MEETING
Thursday, November 9, 2023**

MEETING TIME 3:30 PM

CALL TO ORDER AND ROLL CALL

PRESENT: Berling, Michie, Myers
ABSENT: None
STAFF PRESENT: Robert Harary, P.E., Director of Public Works
Mary Bilse, Environmental Programs Manager
Yvette Culver, Commission Secretary/Administrative Coordinator
Mark Shirvington-Bradley, Forestry Support

Commissioner Brezoczky let us know that she would be arriving late to this week's meeting and was not present during Roll Call. She arrived at 3:50 PM.

PLEDGE OF ALLEGIANCE

Chair Myers led the public in the Pledge of Allegiance

PUBLIC COMMENT

Linda Smith

ANNOUNCEMENTS

Chair Myers announced that Commissioner Brian Sours resigned.

Public Works Director Harary announced:

- City Forester Ono will be out of the office for a couple of weeks for medical leave.
- Tom Ford is scheduled to be on paternity leave starting the end of November through January.
- Not feeling well today, best to stay isolated in my office.
- Elections are tentatively scheduled for May, but we could put this item on the agenda in December, pending review of the Rules of Procedure.
- The city is transitioning to a new format for Zoom Meetings, called Zoom Webinar. This gives staff more control to manage potential Zoom bombings.
- Staff acknowledges that some Commissioners requested to put on an agenda item about declaring the beach infrastructure condition to be a state of emergency. This has been discussed with the City Attorney's Office. We would like to make it clear to the Commission that all items on the agenda must be within the subject matter jurisdiction of the legislative body. Proclaiming the beach or anything else to be a state of emergency is not within the subject matter jurisdiction of the Forest and Beach Commission. Per the City's Municipal Code Section 2.64.010, proclamation of an emergency can only be by the City Council and the City Administrator, and in certain cases the Public Safety Director.
- Environmental Programs Manager Mary Bilse provided a brief update on the Beach Cleanup Policy, which was approved, with conditions, by the Commission last month. Corresponding with the regulatory agencies regarding driftwood, they provided clear direction of the regulations that govern the collection of driftwood below the mean high tide line (MHTL). They agree with the City's proposed policy and stated that we have successfully incorporated the regulations from the California Department of Fish and Wildlife and Marine Sanctuary into very clear guidelines for beach cleanup.

Discussions with regulators, scientists, and experts regarding the MHTL also made it clear that it is not possible to draw an exact line on the sand on the location of the MHTL because changes in the beach elevations are seasonally dynamic with the MHTL migrating inland in the winter and then seaward in the summer. Staff continues to recommend one consistent policy for cleaning up of the beach due to the ecological benefits of beach wrack, which includes driftwood.

CONSENT AGENDA

Item 1: October 12, 2023, Meeting Minutes

Commissioner Berling moved to approve the meeting minutes, seconded by Commissioner Michie and carried by the following roll call vote:

AYES: Berling, Michie, Myers
 NOES: None
 ABSENT: Brezoczky
 ABSTAIN: None

PUBLIC HEARINGS

Item 2: Reconsider the removal of one Monterey pine tree at the Northwest Corner of Lincoln Street and Twelfth Avenue (Tree Permit Application 23-209)

Director Harary presented the Staff Report and recommended approving the removal of one Monterey pine tree. Should the removal be approved, require the replanting of one upper canopy tree at the Applicant's expense.

In September 2023, this item and a Tour of Inspection of the tree was on the agenda. Originally, arborist Frank Ono evaluated the tree and found it to be healthy. He noted that the pine tree roots were within two inches of the outer wall of the home, and that there was visible disruption to the roof trim and cracks in the nearby stone walkway. Forester Justin Ono agreed but suggested there was insufficient evidence to tie the damage of the home due to the tree. At the meeting, the Commission requested the Applicant to provide more information, by either an engineer or architect, which potentially links the damage to the home from the tree and requested that no additional fees be imposed on the Applicant to bring this matter back to the Commission.

At the November meeting, the Applicant provided a letter from geotechnical engineering firm Haro, Kasunich and Associates who surveyed the home inside and observed the significant uplift of the foundation nearest the pine. This evidence strongly suggest that the tree has encroached under the foundation. City Forester Ono is now recommending removal of the pine tree and replanting one upper canopy tree on private property at the Applicant's expense.

Forestry's Mark Shurvinton answered questions of the Commission.

The Applicant was not present at this meeting.

PUBLIC COMMENT

None

It was noted that a public comment letter was received which stated there may be woodpeckers in the tree

Commissioner Berling motioned to allow the applicant to cut the tree down for the safety of the house and not plant an additional tree, seconded by Commissioner Michie, and carried by the following roll call vote:

AYES: Berling, Michie, Myers
 NOES: None
 ABSENT: None
 ABSTAIN: Brezoczky

ORDERS OF BUSINESS

Item 3: Review and Update the Forest and Beach Commission Rules of Procedure

Director Harary presented the Staff Report and recommended the Commission review the Forest and Beach Commission Rules of Procedure, consider staff suggestions for updates, and direct staff to modify the Rules of Procedure, or provide research, for subsequent review and adoption by the Commission. Key points discussed from the Staff Report included:

- The Rules of Procedure were not updated since 2002 but should have been updated annually.
- When a Commissioner is sworn in by the City Clerk, they should receive a copy of the Roberts Rule of Order, sections of the Carmel Municipal Code relative to the Forest and Beach Commission, and these Rules and Procedures. Because we had different Clerks in the past, this may have not been the case every time, but going forward this will be consistent so that all Commissioners have the most updated documents as they are sworn in.
- The agenda packet included Section 2.32 from the Carmel Municipal Code. The discussion today about the Rules of Procedure may call into question potentially updating Section 2.32, but that would be a separate and more tedious legal process with Public Hearings and City Council approval. Suggested to refer any updates to Section 2.32 as Phase 2, but we will begin with the easier Phase 1 which is updating these Rules of Procedures.
- Carmel Municipal Code Chapters 12.28 and 17.4 are both called “Trees and Shrubs,” and yet both are outdated and inconsistent. After the Urban Forest Master Plan is adopted in the near future, we will work with the City Attorney’s Office to update those Code sections and bring them back to the Commission to get them approved. Those Code sections may provide the Commission opportunities to impose punitive fines.
- The terms of the Commission Chair and Vice-Chair tie into both the Rules of Procedures and the Municipal Code.
- Director Harary reiterated an Announcement that the Commission is supposed to hold elections every May; however, the last election was in July 2022 when Chair Myers and Vice-Chair Berling were elected. Commissioners Michie and Brezoczky joined in October 2022. Staff recommends that an election be held in December, or next May, but should be reviewed in conjunction with the Rules of Procedure.

Commissioner Brezoczky motioned that the next Chair and Vice-Chair election be held in May on the current cycle, seconded by Commissioner Berling and carried by the following roll call vote:

AYES: Berling, Brezoczky, Michie, Myers
 NOES: None
 ABSENT: None
 ABSTAIN: None

Director Harary went through the items that Staff recommends changes for the Rules of Procedures with the Commission. The Commission then went page-by-page through the Rules of Procedure and identified additional

changes. All recommended changes were noted, and the Rules of Procedure will be brought back to the Commission in December for final review and adoption.

PUBLIC COMMENT

None

Item 4: Public Works Director's Report, including the Forester's Report, for October 2023

Director Harary presented Public Works Director's Report, including the Forester's Report, for October 2023.

City Council actions related to Forestry, Parks and Beach issues:

- On November 6th, Council approved a \$63,000 fee increase to project management consultants Wallace Group, for them to solicit for a third-party design firm who will provide cost estimates and designs for the beach infrastructure repairs.
- On November 7th, Council considered two potential utility undergrounding projects using PG&E's Rule 20A credits: in the Del Mar parking lot adjacent to the North Dunes, and along the west side of the Willow Trail in the Mission Trails Nature Preserve (MTNP). The Willow Trail project was selected, but a utility undergrounding district was not yet formed.

Forester's Report:

- Over 250 responses to the Urban Forest Master Plan (UFMP) Community Survey have been received. The Survey closes on November 13th.
- Status of Davey Resource Group's development of the UFMP: Tree Canopy and Land Cover Assessment and Urban Forest Resource Analysis studies are complete, and the operations Review is 99% complete. The first draft of the UFMP is 80% complete.
- For the UFMP, submitted the fourth CalFire Grant Reimbursement Status Report in a potential last attempt to recover the \$150,000 grant funds. Reports are inordinately onerous with shifting and undocumented requirements. City funds have been nearly fully expended, but no reimbursement has been received.
- In the MTNP, the \$75,000, Council-directed Fiscal Year 2023/24 Forestry Operating Budget project was substantially completed. Resulting from winter storms, this project included removal of 20 dead/fallen trees, 7 leaning trees, and pruning of 3 large trees.
- Contractor also removed 7 large, dead, or dying trees from the Lester Rowntree Native Plant Garden and near Flander's Mansion.
- As an initial phase of the Ocean Avenue Median Islands Landscaping Beautification Project, four dead or dying pine trees were tagged for removal by Forestry crews.
- A vendor replaced rusty components of the children's play structure at Forest Hill Park.
- Dead wood, grass, weeds, and other potential fire fuel were removed by Forestry crews from the upper portion Forest Hill Park as a fuel reduction effort.
- Permitted 196 private tree removals so far in 2023 which is more than the 2 prior years combined. Private tree replanting is at 76.5%.
- So far in 2023, 193 public trees have been removed which is more than in any year of the past 12 years.
- At the San Antonio Pathway southwest of Second Avenue, the overgrown Podocarpus tree was pruned back, but the Forester expressed concern about pruning the loquats to keep them healthy.
- We had a violation where someone hacked City trees without a permit. A stop work order was issued, and this item may be coming before the Commission.

Forestry, Parks, and Beach-related Capital Improvement Projects

- For the Mission Trail Nature Preserve Well Decommissioning and Tank/Pump House Removal Project, Bowen Engineering removed the 10,000-gallon steel tank, stone pump house, and abandoned power pole. The remaining task, decommissioning the well, will be completed upon issuance of the County Environmental Health permit.

Climate Action and Climate Adaptation Plan implementation

- The California Coastal Commission announced approval of the \$500,000 Local Coastal Programs Grant to fund Phase II of the City's Coastal Engineering Study. This may result in Council reallocating \$100,000 of City funds from funding Phase II to pay for more beach infrastructure repairs.

Update on Volunteer Organizations

- Staff met with the Garden Club to discuss their appreciated, ongoing commitment to maintaining various gardens at City facilities, and to review current and long-term plans for the North Dunes Habitat Restoration site.
- At the Forest Theater, Carmel High School Interact Club students supported Carmel Cares by cleaning up, planting, and watering the landscaping and painting the gate.

Miscellaneous Forestry, Parks, and Beach-related Public Works items

- For the FY 2023/24 ADA Upgrades Project, installed 6 ADA-compliant mirrors in park restrooms.
- A contractor replaced the backflow assembly at the Del Mar restroom, and other backflow and sprinkler system repairs were made.
- Assessed the Eleventh Avenue footbridge into the entrance of Mission Trail Nature Preserve and determined that the entire wooden superstructure must be replaced. The steel support beams below the deck are in good condition and will remain.
- We closed the beach access stairs off the Scenic Pathway at Ninth Avenue due to unsafe exposed boulders at the foot of the stairs.

PUBLIC COMMENT

None

FUTURE AGENDA ITEMS

None

ADJOURNMENT

Respectfully submitted,

Yvette Culver, Administrative Coordinator, Commission Secretary

Approved by:

JC Myers, Chair



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

December 14, 2023
PUBLIC HEARINGS

TO: Forest and Beach Commissioners

SUBMITTED BY: Mark Shurvinton Bradley

SUBJECT: Consider the pruning of two coast live oak trees in the public right-of-way at the Northwest Corner of Lincoln Street and Santa Lucia Avenue (Tree Permit Application 23-201)

RECOMMENDATION:

Deny the pruning of two coast live oak trees. Should this Application be approved, all tree work must be done by a licensed tree service company under the supervision of the City Forester. Any approved tree work will be at the Applicant's expense.

BACKGROUND/SUMMARY:

Stephen Yu submitted Tree Permit Application 23-201 (**Attachment 1**) to prune two coast live oak trees located in the public right-of-way to enhance the views of the Applicant. The Applicant is located on Lincoln Street, 2 Northwest of Santa Lucia Avenue (see **Attachment 2** for the site map). This Application was denied by the City Forester in August 2023, and is now being appealed to the Forest and Beach Commission.

In 2021, the Applicant submitted a tree trimming permit application which requested permission to thin out the canopies of the same two oaks and top oak tree #1 by 1-2 feet at his expense. The previous City Forester approved pruning of both trees, but denied the topping of oak tree #1. The administrative decision for tree #1 was then appealed and heard by the Commission in October of 2021. At the time, the Commission motioned that a report be generated at the Applicant's expense, in conjunction with the City Forester, to address the trimming of oak tree #1 with the Applicant's selected arborist. To staff's knowledge, the previous City Forester oversaw the pruning of oak tree #1 in 2021, which included canopy reduction to decrease the height of the tree.

The most recent Permit Application requested permission to reduce the canopies of both oak trees, and to trim the existing viewshed in the canopy of oak tree #2 (see **Attachment 3** for photos). When the current City Forester conducted his assessment, he determined that both coast live oak trees are healthy and do not require pruning at this time. Per the City Forester, coast live oak trees should not be pruned more than once every 3-5 years, as more frequent pruning can be detrimental to the long-term health of the tree.

The City Forester noted that when tree #2 was pruned in 2021, a significant number of interior branches

were removed from the tree's canopy. While the intent may have been to create a line of sight through the canopy, per ANSI A300 Best Management Practices, the 'Lion-tail' style that was used to prune tree #2 is considered a poor pruning practice. Lion-tailing concentrates growth at the ends of the branches, which damages the tree and greatly increases the chances of future limb failure. Further pruning the canopy and enhancing the view through oak tree #2 will not benefit the tree's long-term health, and may actually be detrimental to both the health of the tree and public safety. Based on the City's records, the previous City Forester approved thinning of the canopy of tree #2, but not the lion-tail pruning that is currently present.

Documentation provided by the Applicant in 2021 and referenced in the recent appeal included a development agreement between the previous property owners of the northwest corner of Santa Lucia Avenue and Lincoln Street and Lincoln Street 2 northwest of Santa Lucia Avenue to ensure that no alteration would be made to the southern structure to obstruct the view of the ocean from the northern structure. The City is not a party to this agreement, and after reviewing the document in October of 2021, the City Attorney confirmed that there does not appear to be any references to tree height or the City right-of-way in the development agreement.

Per Carmel Municipal Code Section 17.48.020, "City approval of requests for tree trimming or tree removal should be based on protecting public safety and preserving the health of the tree. The City does not trim or remove trees in order to improve the view of any person, including the applicant, except to preserve a significant public view identified in the General Plan/Land Use Plan." The trees in question are not located within a significant public view.

The City Forester recommends that the Commission not take the 2021 approval into account when ruling on Permit Application 23-201, as approving this Application would solidify a precedent that directly contradicted Carmel's Municipal Code. Additionally, the previously approval resulted in pruning that may have increased the chances of future limb failure.

The Applicant was notified of their opportunity to speak at the Public Hearing.

ENVIRONMENTAL EVALUATION:

This action does not constitute a project within the meaning of the California Environmental Quality Act under Public Resources Code Section 21065. It has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and, therefore, does not require environmental review.

FISCAL IMPACT:

The Applicant has paid the \$1800 Forest and Beach Commission Appeal fee. Permit application 23-201 had no associated fees, as the trees are located on City property. Should the tree(s) be approved for pruning, all costs will be at the Applicant's expense.

ATTACHMENTS:

Attachment #1 - Tree Permit Application 23-201

Attachment #2 - Site Map

Attachment #3- Photos



City of Carmel-by-the-Sea
City Hall
PO Box CC
Carmel, CA 93921 Phone:
(831) 620-2010

Attachment 1

Date Received: 06-09-2023
FEE: \$ Attachment 1
RECEIPT #: _____
Permit #: TR 23-201

APPLICATION FOR PERMIT TO REMOVE OR PRUNE TREE NO CONSTRUCTION

Location of property: Lincoln St ONW Santa Lucia Ave (Oak on NW corner & Oak 100 feet west)

BLOCK: 145 LOT: _____ APN: City right-of-way next to 010-173-029

Name of Property Owner: City of Carmel Name of Applicant/Contractor: Applicant: Stephen Yu Contractor: Iverson's Tree Service

Mailing Address: Applicant: 225 The Crossroads Blvd #319 Mailing Address: Contractor: PO Box 3658

Carmel, CA 93923 (resides @ Lincoln 2 NW Santa Lucia) Carmel, CA 93921

Email: stereyu@pacbell.net Email: itsofficeemail@gmail.com

Phone #: 650-450-1800 Phone #: 831-625-5743

WHO WILL REMOVE/PRUNE TREE(S): Iverson's Tree Service

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

Number, size and species of tree(s) to be removed: N/A

Number, size and species of limb(s) to be removed: City oak on NW corner: trim existing window & reduce crown
City oak 100 feet west of corner: Reduce crown

Number, size and species of root(s) to be removed: N/A

Reason for removal or pruning: Trees have grown since the last City approved pruning in Oct 2021. Sara Davis approved pruning of corner oak + oversaw pruning of other oak after pruning was approved by the Forest + Beach Commission

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 Beach Commission to act on your absence by signing on the following line: _____ Date: _____

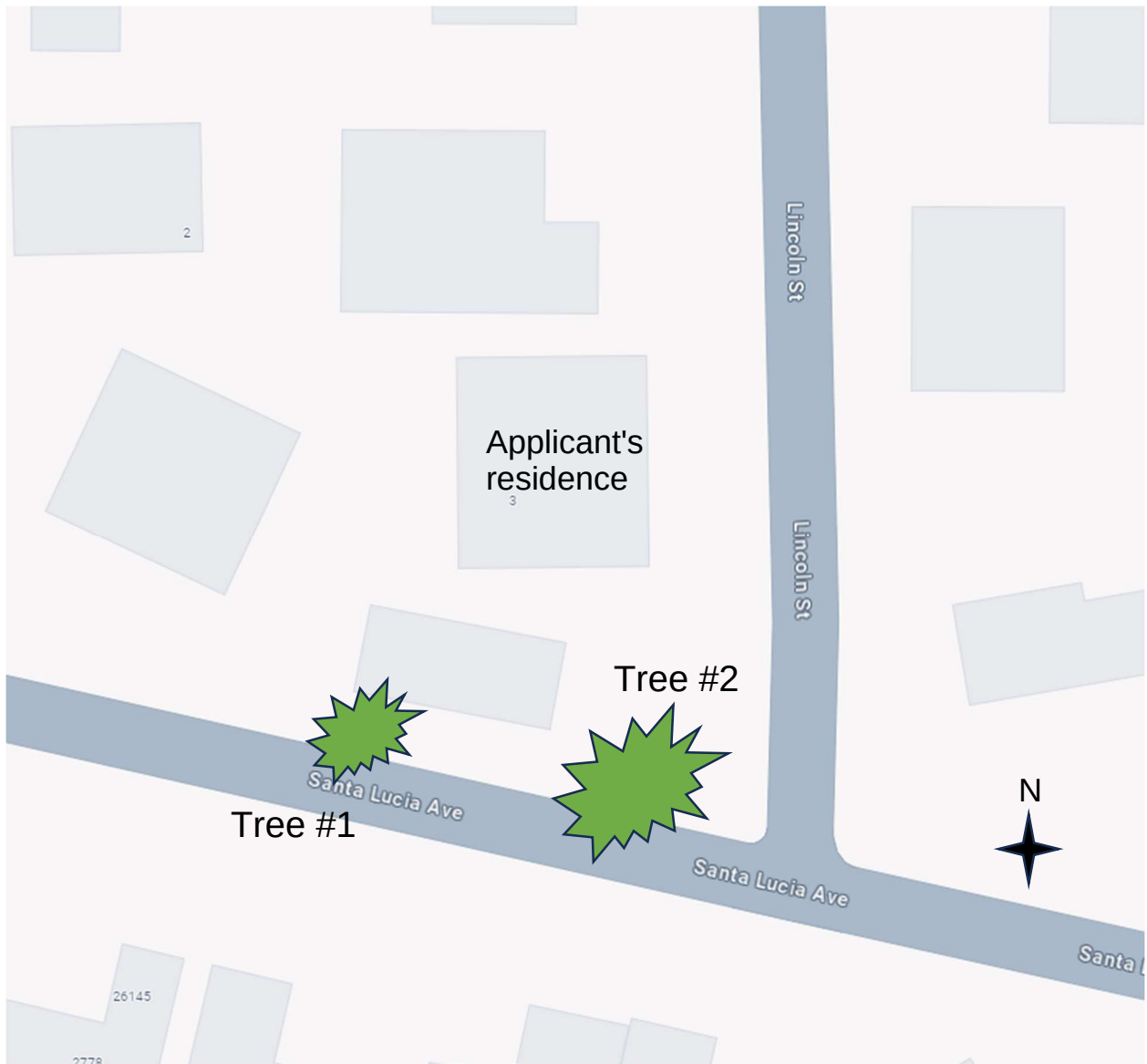
A SITE PLAN MUST ACCOMPANY THIS APPLICATION AND **SHOW** THE FOLLOWING: See other side of sheet

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 which 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 your permit has been issued to you. The permit must be posted on the job site when work is being performed.

Owner's Signature: Stephen Yu Date: 6/9/2023

Agent for Owners: _____ Date: _____

Attachment 2



Attachment 3



Coast live oak tree #1, submitted by the Applicant in 2021. This image shows oak tree #1 before any pruning was approved.



Coast live oak tree #1- submitted by the Applicant in 2023. The proposed crown reduction would be to reduce the tree's overall height for view enhancement.



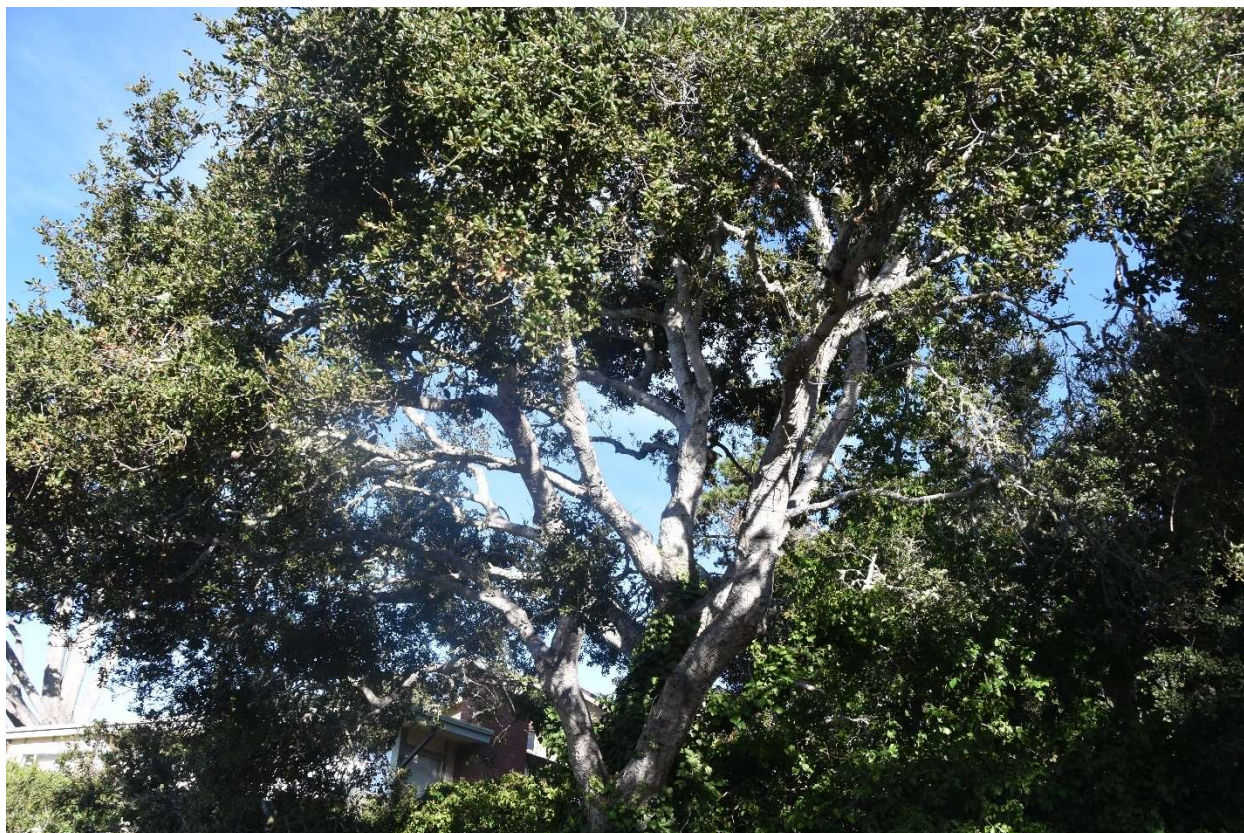
Coast live oak tree #1- taken by the City Forester on 12/08/2023. The top of the oak tree has grown since 2021. Pruning this off would only serve to enhance the views of the Applicant.



Coast live oak tree #2, submitted by the Applicant in 2021. The viewshed does not appear to have been trimmed into the tree before the 2021 permit approval.



Coast live oak tree #2- submitted by the Applicant in 2023, requested trimming of existing viewshed and crown reduction.



Oak tree #2, taken by the City Forester on 12/08/2023. The interior of the tree's canopy was previously thinned out in a 'Lion tail' style, which is considered a poor pruning practice per ANSI A300 Best Management Practices for Tree Pruning.



Oak tree #2, taken by the City Forester on 12/08/2023. A stub was left behind when the existing viewshed was pruned into the tree, which is considered a poor pruning practice per ANSI A300 Best Management Practices.



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

December 14, 2023
ORDERS OF BUSINESS

TO: Forest and Beach Commissioners

SUBMITTED BY: Justin Ono, City Forester

SUBJECT: Preliminary Results of the Urban Forest Master Plan Community Survey

RECOMMENDATION:

Receive a presentation regarding the preliminary results of the Urban Forest Master Plan (UFMP) Community Survey and provide guidance to staff.

BACKGROUND/SUMMARY:

On June 19, 2023, all Steering Committee members, which include the five Forest and Beach Commissioners plus five public Steering Committee members, proposed questions to be included in the Community Survey for the Urban Forest Master Plan (UFMP). After collecting proposed questions from the Steering Committee, UFMP consultant, Davey Resource Group (DRG), and Public Works staff, Forestry staff consolidated similar questions and included questions critical to the development of the UFMP. Other goals of the Survey included maintaining anonymity and requiring no more than 10-15 minutes to complete, thus having the highest chance of receiving a large response from the local community.

At the September 7, 2023 Special Meeting of the Forest and Beach Commission, the Steering Committee finalized the Survey questions. The Survey was subsequently launched on September 27th and was available in both online and paper formats. "Survey Monkey" was the online platform used to conduct the digital version of the Survey. The Survey was noticed on the City's website, published in the "Carmel Pine Cone," mentioned in a number of City Friday Letter newsletters, and posted via "Constant Contact" which alerted hundreds of residents and businesses of the Survey.

The Survey remained open for 47 days and closed on November 13th. A total of 358 responses were received with 318 online surveys and 40 paper surveys.

The Survey results are included in the three attachments as follows:

- **Attachment #1** includes graphical results of all questions, Questions 1- 21.
- **Attachment #2** provides unedited narrative responses to Question 10, requesting responders to comment on their level of satisfaction of the City's care of public trees.
- **Attachment #3** provides unedited narrative responses to Question 20 which requested

responders to identify the most important issue to be addressed in the UFMP.

This data was compiled just prior to posting of the Forest and Beach Commission meeting agenda. The results and comments provide a considerable database for years of future policy and decision making and forestry operational improvements. DRG nor Forestry staff have had the opportunity to draw any specific conclusions at this point. However, as listed with Question 10, common themes included:

1. Public trees require more maintenance/trimming
2. Dead trees/limbs are dangerous during storms and around power lines
3. Appears that we need more staff in Forestry
4. Need more replacement trees where trees have fallen/died

At the December 14, 2023 meeting with the Steering Committee, the City Forester will present the preliminary results of the Survey. The results are currently being evaluated and will become part of the Draft UFMP which is anticipated to be presented at an upcoming meeting. In the meantime, staff is seeking guidance from the Steering Committee about how to develop an effective game plan to interpret the Survey results, as well as other recommendations forthcoming from the UFMP, program improvements, and establish priorities to improve the urban forest in Carmel.

ENVIRONMENTAL EVALUATION

This action does not constitute a project within the meaning of the California Environmental Quality Act under Public Resources Code Section 21065. It has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and, therefore, does not require environmental review.

FISCAL IMPACT:

None for this item.

ATTACHMENTS:

Attachment #1 - UFMP Community Survey Results Q1-Q21

Attachment #2 - Appendix 1, Details for Q10, Satisfaction for Level of Care

Attachment #3- Appendix 2, Details for Most Important Issue for UFMP

CITY OF CARMEL – URBAN FOREST MASTER PLAN – COMMUNITY SURVEY RESULTS

DECEMBER 2023

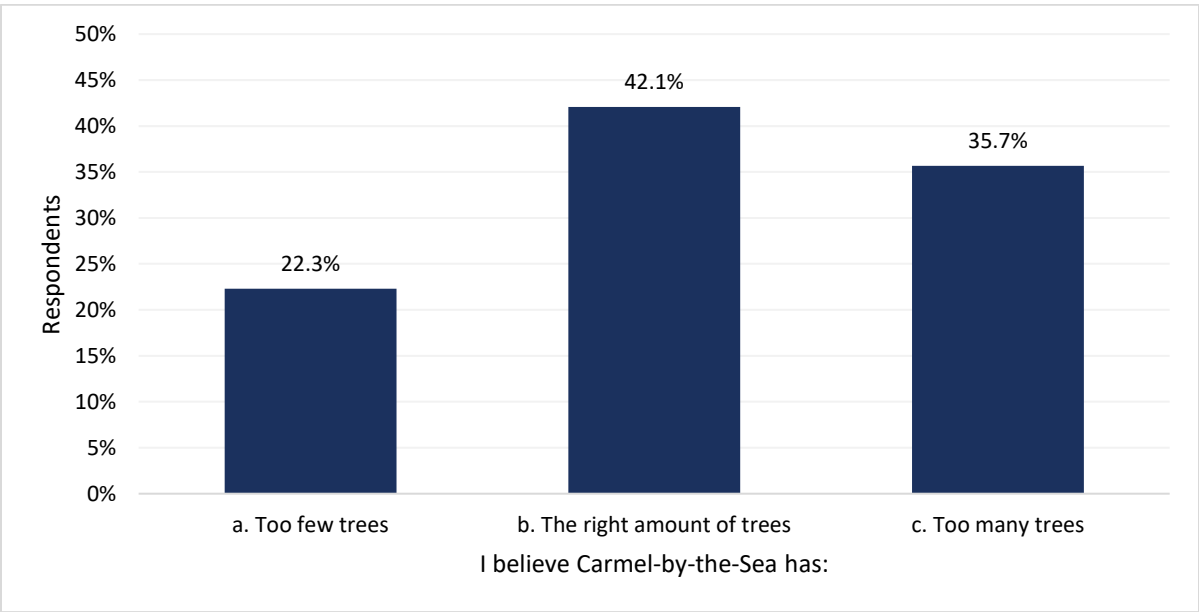
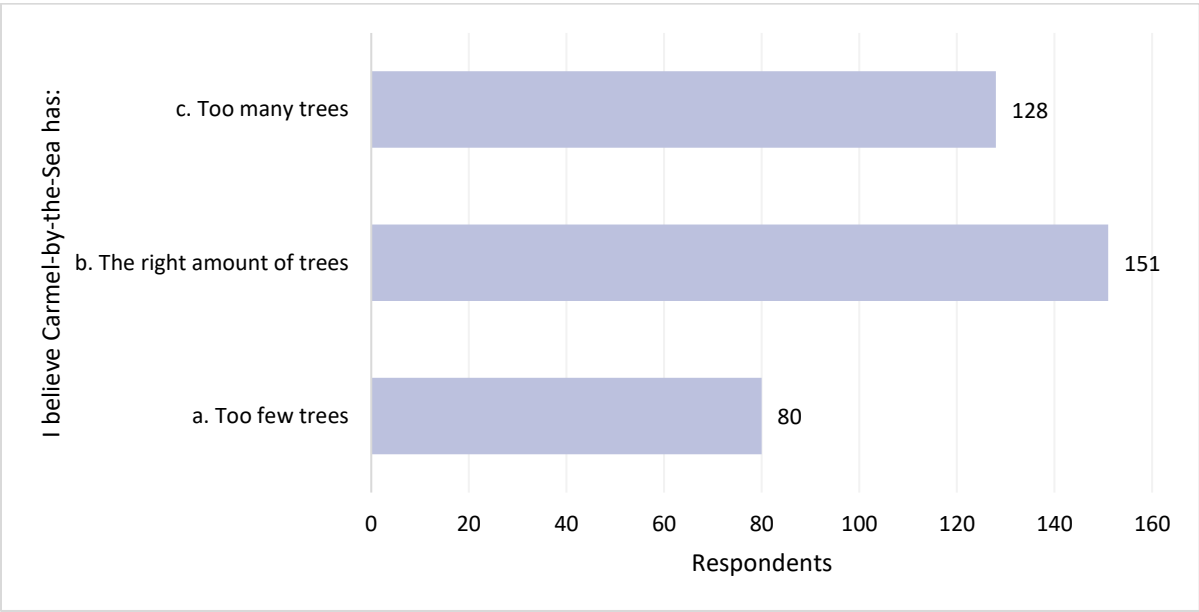
Attachment 1

Question 1.

I believe Carmel-by-the-Sea has:

- a. Too few trees
- b. The right amount of trees
- c. Too many trees

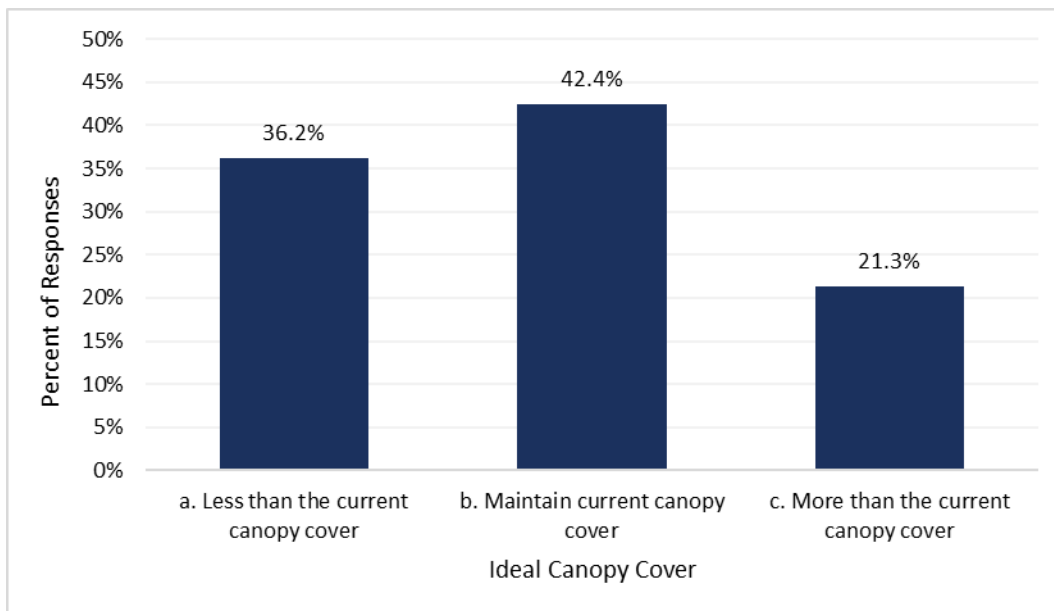
a. Too few trees	b. The right amount of trees	c. Too many trees
79	150	128
22.3%	42.1%	35.7%



Currently, tree canopy covers 36% of Carmel-by-the-Sea. Considering that many trees are very mature, the urban forest management plan will need to consider replacing aging trees along with meeting community goals for future canopy cover. In your opinion, what is the ideal canopy cover for Carmel's future urban forest?

- a. Less than the current canopy cover
- b. Maintain current canopy cover
- c. More than the current canopy cover

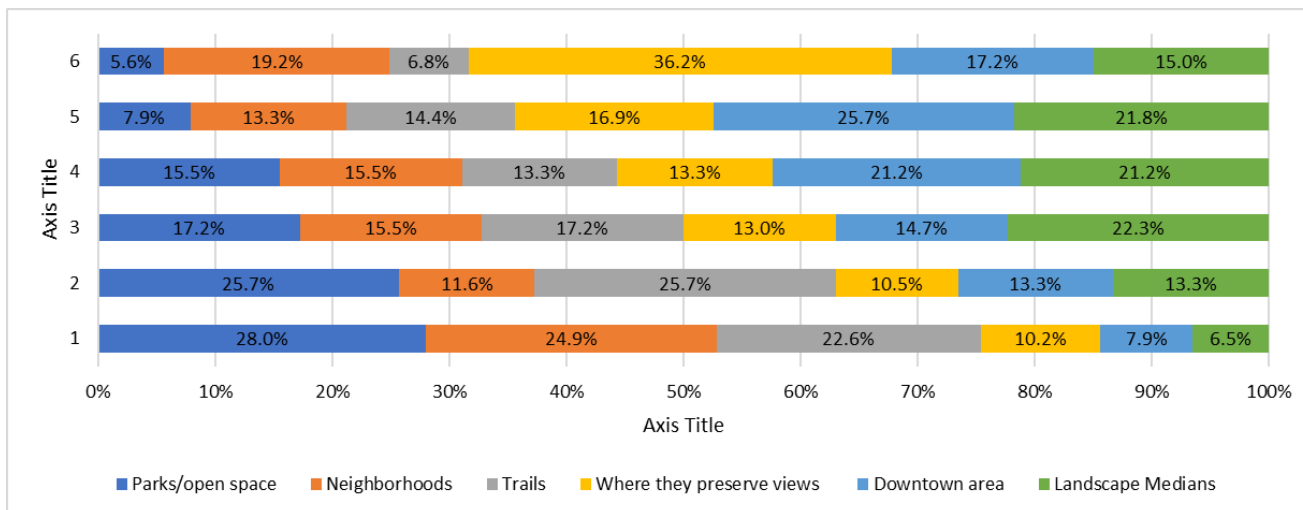
a. Less than the current canopy cover	b. Maintain current canopy cover	c. More than the current canopy cover
129	151	76
36.2%	42.4%	21.3%



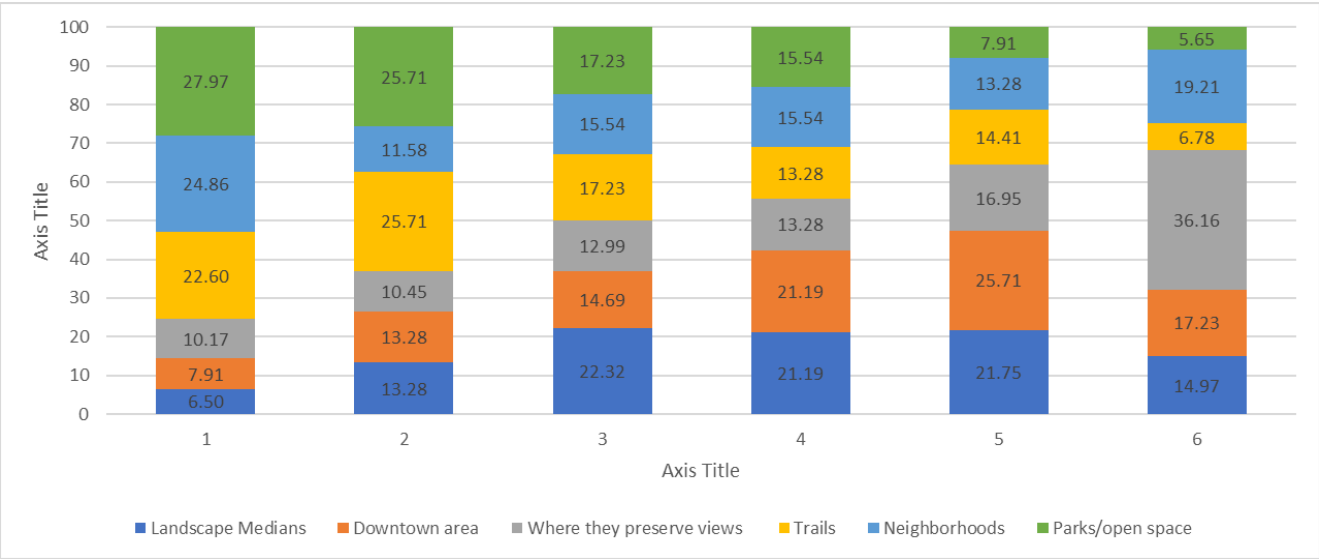
To help us better understand where YOU most value trees and shade in Carmel-by-the-Sea, please rank (1-6) the following responses, with 1 representing where you most value and enjoy trees and 6 representing where you least value trees.

- ___ Landscaped medians
- ___ Downtown area
- ___ Neighborhoods
- ___ Parks/Open space
- ___ Trails
- ___ Where they preserve views

	1	2	3	4	5	6
Parks/open space	28.0%	25.7%	17.2%	15.5%	7.9%	5.6%
Neighborhoods	24.9%	11.6%	15.5%	15.5%	13.3%	19.2%
Trails	22.6%	25.7%	17.2%	13.3%	14.4%	6.8%
Where they preserve views	10.2%	10.5%	13.0%	13.3%	16.9%	36.2%
Downtown area	7.9%	13.3%	14.7%	21.2%	25.7%	17.2%
Landscape Medians	6.5%	13.3%	22.3%	21.2%	21.8%	15.0%



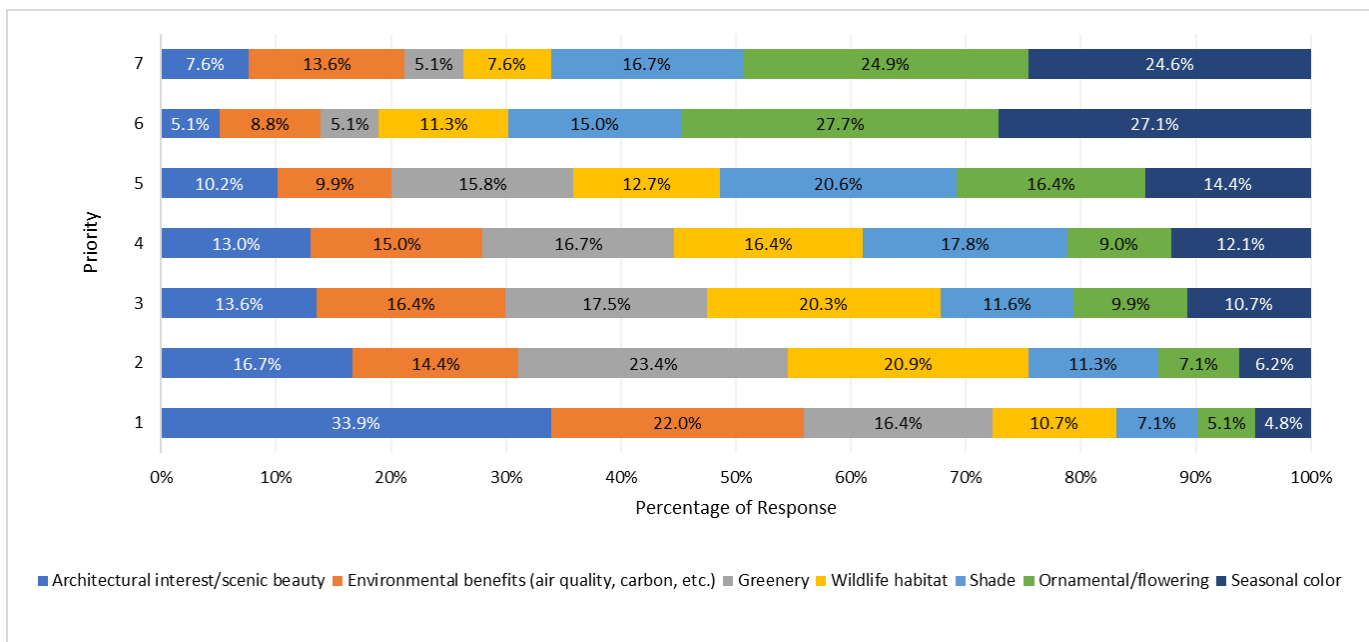
	1	2	3	4	5	6
Landscape Medians	6.50	13.28	22.32	21.19	21.75	14.97
Downtown area	7.91	13.28	14.69	21.19	25.71	17.23
Where they preserve views	10.17	10.45	12.99	13.28	16.95	36.16
Trails	22.60	25.71	17.23	13.28	14.41	6.78
Neighborhoods	24.86	11.58	15.54	15.54	13.28	19.21
Parks/open space	27.97	25.71	17.23	15.54	7.91	5.65



What characteristics of trees in Carmel-by-the-Sea do YOU appreciate most? Please rank (1-7) the following, with 1 representing the characteristic you most value and 7 representing the characteristic you least value.

- ___ Shade
- ___ Ornamental/flowering
- ___ Seasonal color
- ___ Wildlife habitat
- ___ Architectural interest/Scenic beauty
- ___ Greenery
- ___ Environmental benefits (air quality, carbon, etc.)

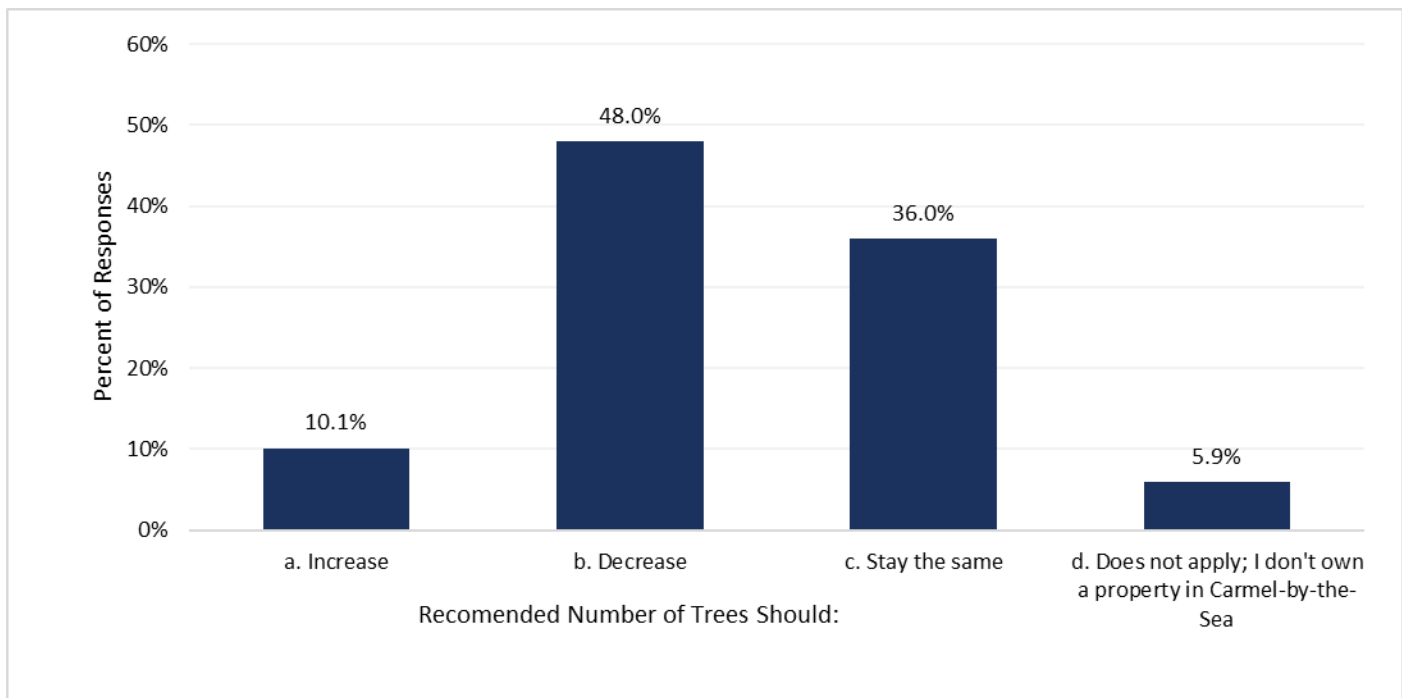
	1	2	3	4	5	6	7
Architectural interest/scenic beauty	33.9%	16.7%	13.6%	13.0%	10.2%	5.1%	7.6%
Environmental benefits (air quality, carbon, etc.)	22.0%	14.4%	16.4%	15.0%	9.9%	8.8%	13.6%
Greenery	16.4%	23.4%	17.5%	16.7%	15.8%	5.1%	5.1%
Wildlife habitat	10.7%	20.9%	20.3%	16.4%	12.7%	11.3%	7.6%
Shade	7.1%	11.3%	11.6%	17.8%	20.6%	15.0%	16.7%
Ornamental/flowering	5.1%	7.1%	9.9%	9.0%	16.4%	27.7%	24.9%
Seasonal color	4.8%	6.2%	10.7%	12.1%	14.4%	27.1%	24.6%



For a typical 4,000 square foot lot in the City of Carmel-by-the-Sea, the City Municipal Code recommends the lot have 3 Upper Canopy trees (e.g., Monterey pine, Monterey cypress, and coast redwood) and 1 Lower Canopy tree (e.g., coast live oak), for a total of 4 trees. Do you believe the recommended number of trees on a typical 4,000 square foot lot should:

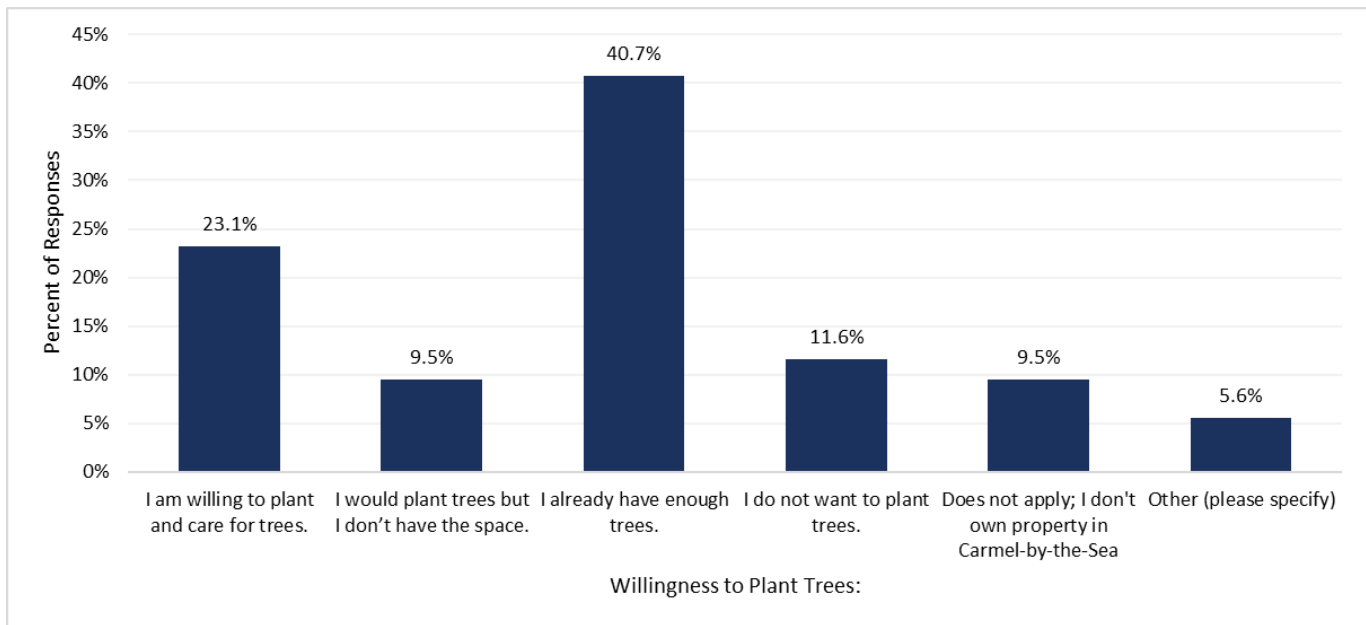
- a. Increase
- b. Decrease
- c. Stay the same
- d. Does not apply; I don't own a property in Carmel-by-the-Sea

a. Increase	b. Decrease	c. Stay the same	d. Does not apply; I don't own a property in Carmel-by-the-Sea
36	171	128	21
10.1%	48.0%	36.0%	5.9%



Describe your willingness to plant trees on your private property in Carmel-by-the-Sea. Check all that apply:

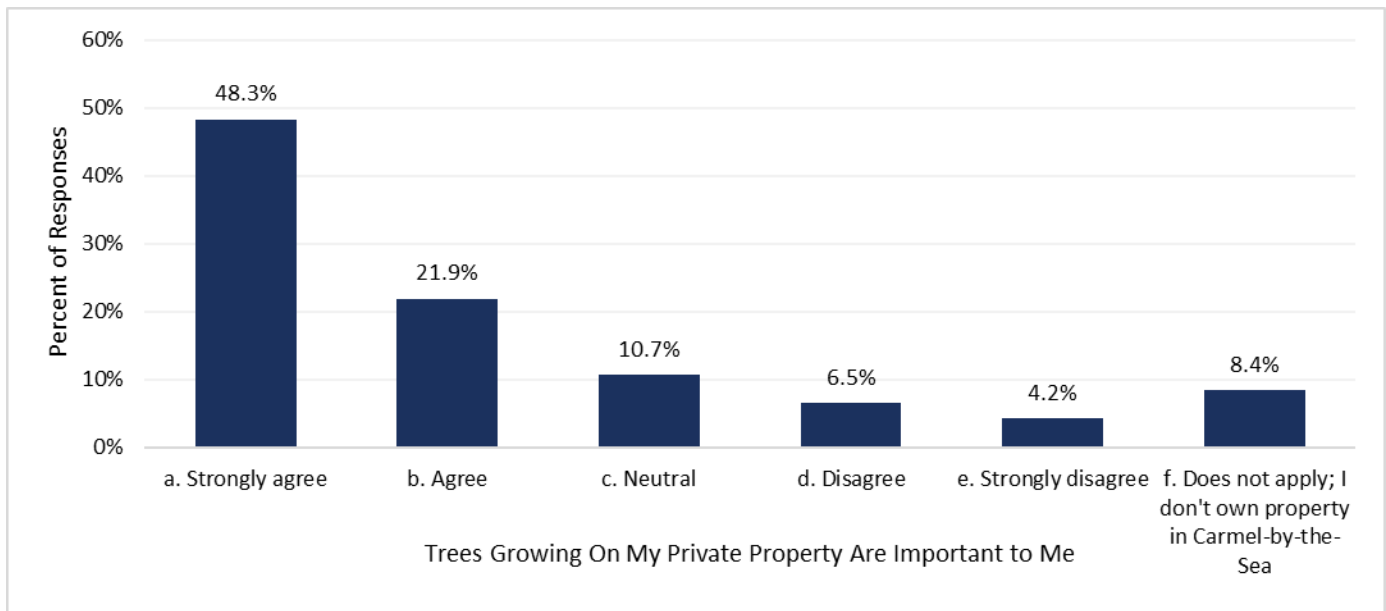
- ☐ I am willing to plant and care for trees.
- ☐ I would plant trees but I don't have the space.
- ☐ I already have enough trees.
- ☐ I do not want to plant trees.
- ☐ Does not apply; I don't own property in Carmel-by-the-Sea



he trees growing on my private property in Carmel-by-the-Sea are important to me:

- d. Strongly agree
- e. Agree
- f. Neutral
- g. Disagree
- h. Strongly disagree
- i. Does not apply; I don't own property in Carmel-by-the-Sea

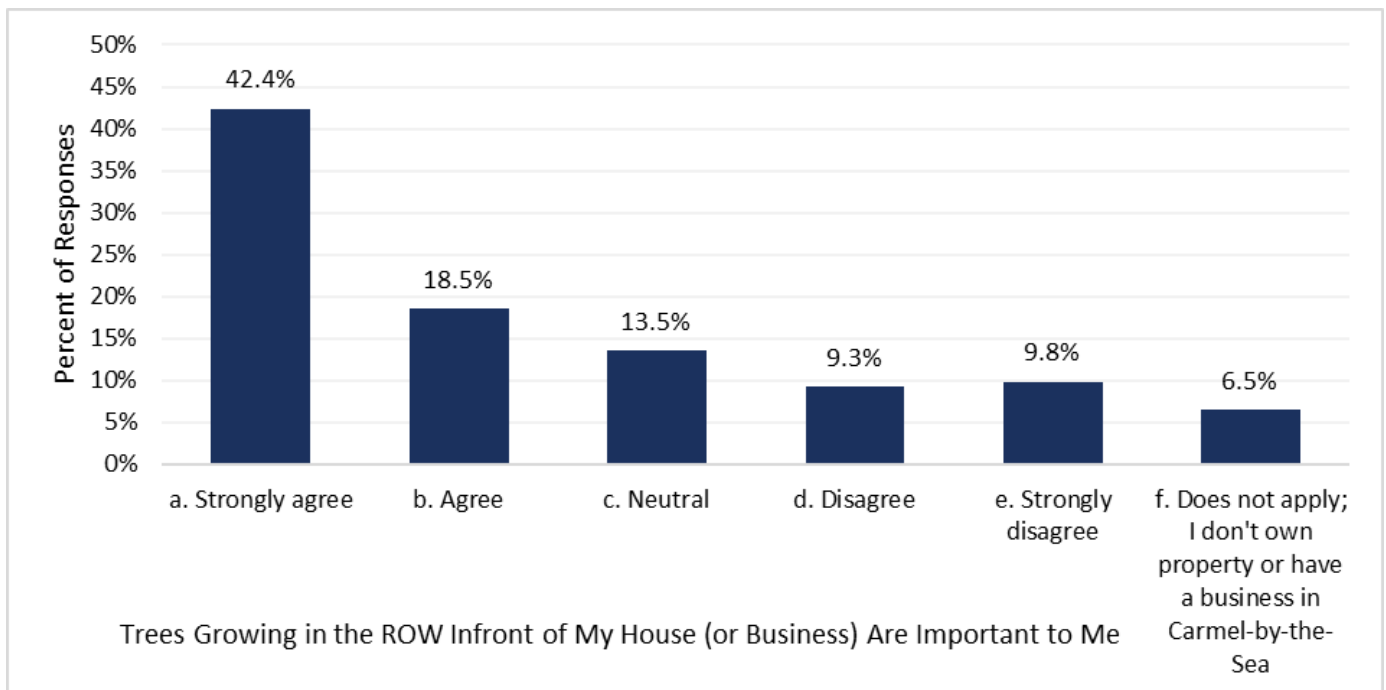
a. Strongly agree	b. Agree	c. Neutral	d. Disagree	e. Strongly disagree	f. Does not apply; I don't own property in Carmel-by-the-Sea
172	78	38	23	15	30
48.3%	21.9%	10.7%	6.5%	4.2%	8.4%



The trees growing in the public right-of-way in front of or near my house (or business) are important to me:

- a. Strongly agree
- b. Agree
- c. Neutral
- d. Disagree
- e. Strongly disagree
- f. Does not apply; I don't own property or have a business in Carmel-by-the-Sea

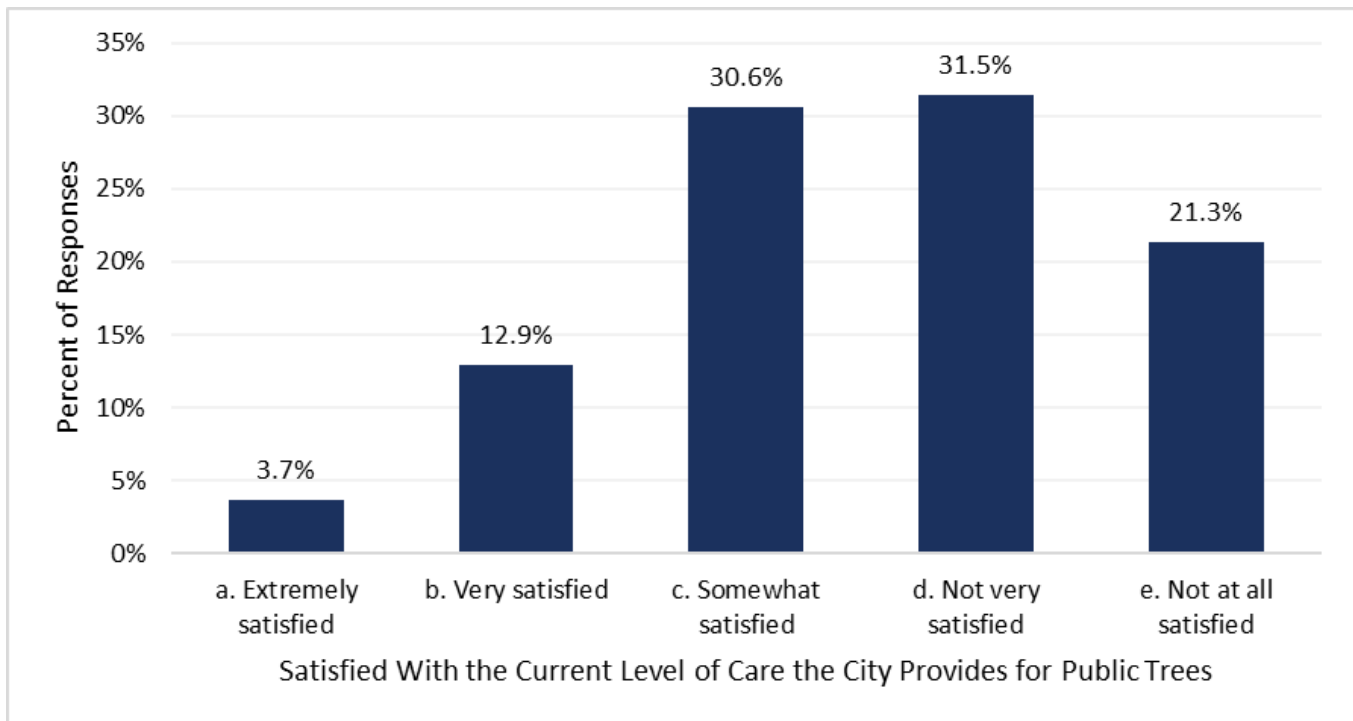
a. Strongly agree	b. Agree	c. Neutral	d. Disagree	e. Strongly disagree	f. Does not apply; I don't own property or have a business in Carmel-by-the-Sea
151	66	48	33	35	23
42.4%	18.5%	13.5%	9.3%	9.8%	6.5%



Are you satisfied with the current level of care that the City of Carmel-by-the-Sea provides for public trees?

- a. Extremely satisfied
- b. Very satisfied
- c. Somewhat satisfied
- d. Not very satisfied
- e. Not at all satisfied

a. Extremely satisfied	b. Very satisfied	c. Somewhat satisfied	d. Not very satisfied	e. Not at all satisfied
13	46	109	112	76
3.7%	12.9%	30.6%	31.5%	21.3%



In 50 words or less, please tell us why you selected your response to the previous question:

For full results, see Appendix 1.

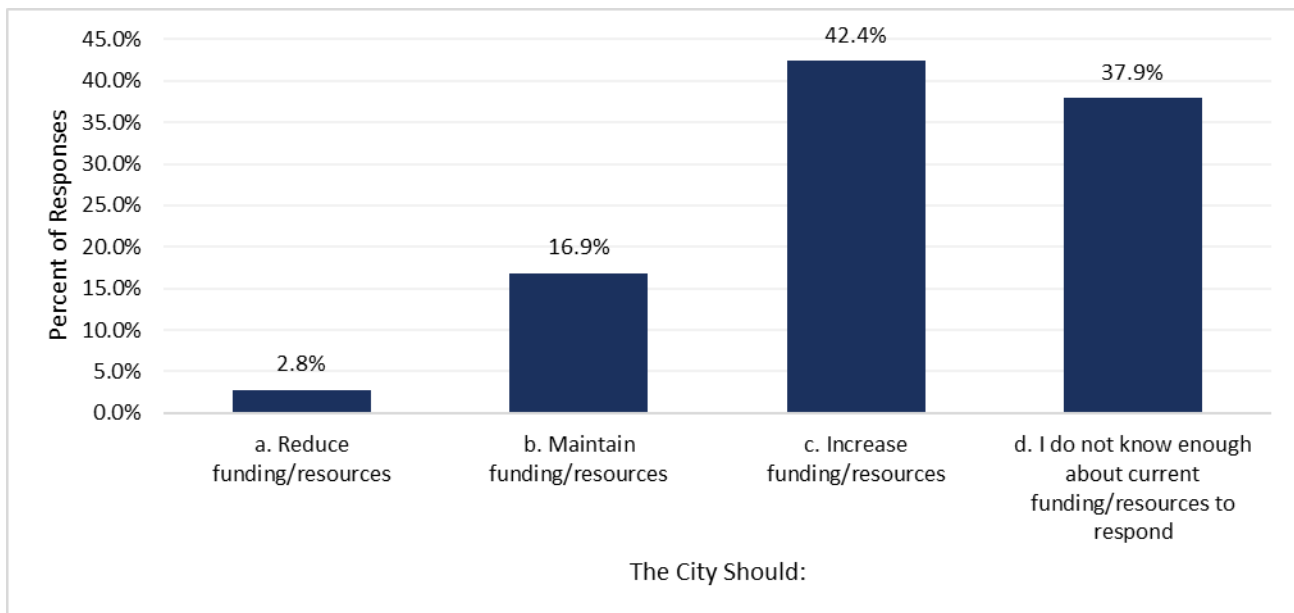
Common themes include

1. Trees need more maintenance/trimming
2. Dead trees/limbs are dangerous during storms and around power lines
3. Need more staff in the Forestry Department. Too many trees, not enough staff.
4. Need more replacement trees where trees have fallen/died

How do you feel about the level of funding and resources the City of Carmel-by-the-Sea currently allocates to provide for the care of public trees? The City should:

- a. Reduce funding/resources
- b. Maintain funding/resources
- c. Increase funding/resources
- d. I do not know enough about current funding/resources to respond

a. Reduce funding/resources	b. Maintain funding/resources	c. Increase funding/resources	d. I do not know enough about current funding/resources to respond
10	60	151	135
2.8%	16.9%	42.4%	37.9%

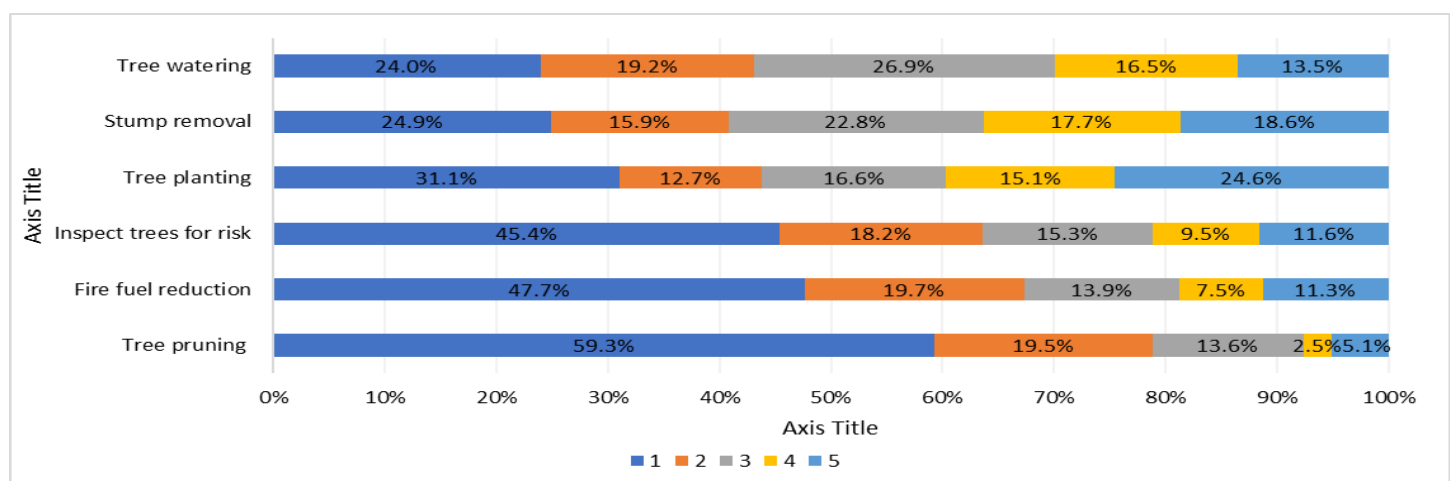


Please indicate your priority for the following Public Works' Forestry Division tasks. Use a check or an X in each row to indicate your priority, with 1 indicating the highest priority and 5 indicating the lowest priority:

	1	2	3	4	5
Tree planting					
Tree watering					
Stump removal					
Tree removal					
Tree pruning (i.e., thinning canopy, removing deadwood/broken limbs)					
Inspect trees for risk/consultation on private property					
Fire fuel reduction					

	1	2	3	4	5
Tree pruning	59.3%	19.5%	13.6%	2.5%	5.1%
Fire fuel reduction	47.7%	19.7%	13.9%	7.5%	11.3%
Inspect trees for risk	45.4%	18.2%	15.3%	9.5%	11.6%
Tree planting	31.1%	12.7%	16.6%	15.1%	24.6%
Stump removal	24.9%	15.9%	22.8%	17.7%	18.6%
Tree watering	24.0%	19.2%	26.9%	16.5%	13.5%

	Tree planting	Tree watering	Stump removal	Tree pruning	Inspect trees for risk/consultation on private property	Fire fuel reduction
1	31.1%	24.0%	24.9%	59.3%	45.4%	47.7%
2	12.7%	19.2%	15.9%	19.5%	18.2%	19.7%
3	16.6%	26.9%	22.8%	13.6%	15.3%	13.9%
4	15.1%	16.5%	17.7%	2.5%	9.5%	7.5%
5	24.6%	13.5%	18.6%	5.1%	11.6%	11.3%

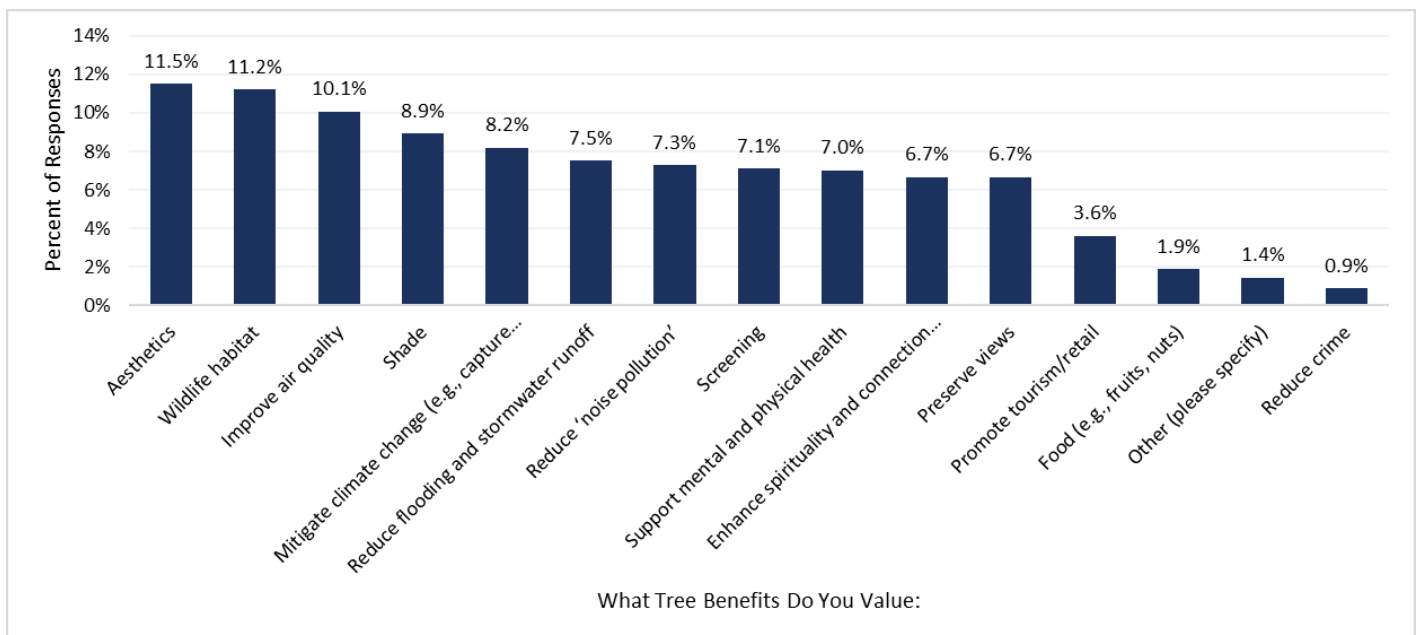


What tree benefits or "services" in Carmel-by-the-Sea do you value? Please select all that apply:

- a. Screening
- b. Support mental and physical health
- c. Wildlife habitat
- d. Aesthetics
- e. Shade
- f. Reduce 'noise pollution'
- g. Promote tourism/retail
- h. Improve air quality
- i. Mitigate climate change (e.g.: capture CO2)
- j. Food (e.g., fruits, nuts)
- k. Reduce flooding and stormwater runoff
- l. Enhance spirituality and connection with nature
- m. Preserve views
- n. Reduce crime
- o. Other _____

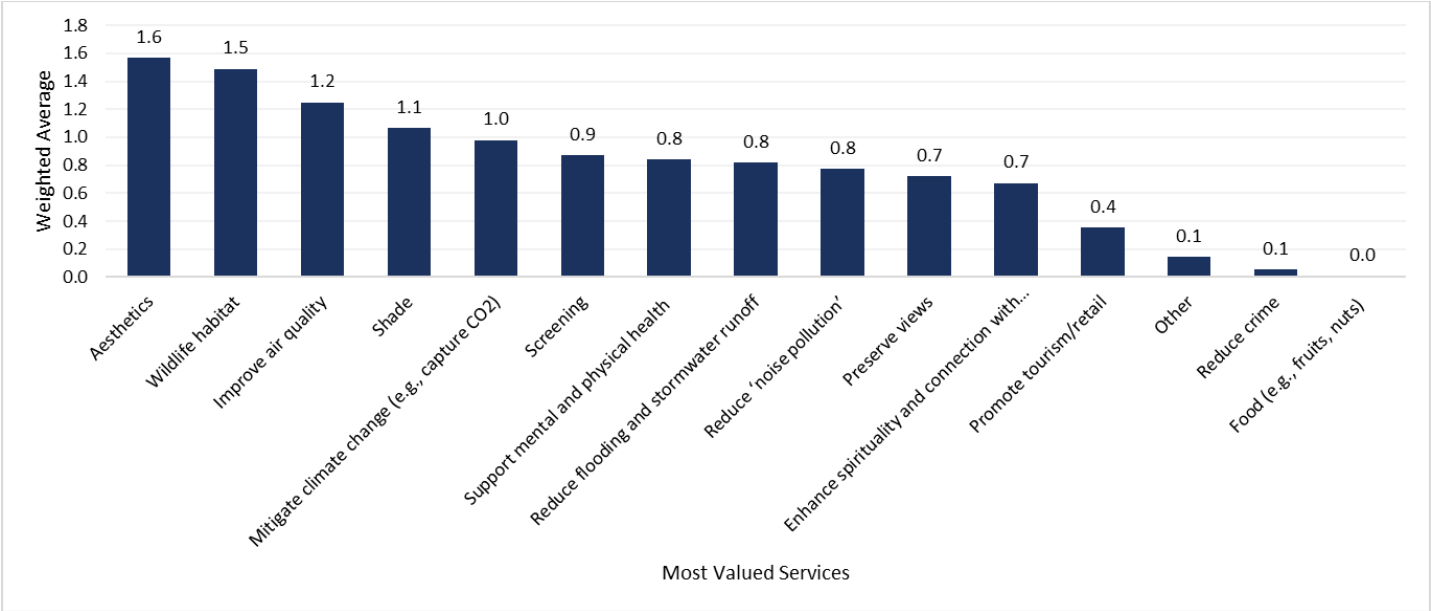
a	b	c	d	e	f	g	h	i	j	k	l	m	n	o
163	161	257	264	205	167	83	231	188	43	173	153	153	20	33
7.1%	7.0%	11.2%	11.5%	8.9%	7.3%	3.6%	10.1%	8.2%	1.9%	7.5%	6.7%	6.7%	0.9%	1.4%

d	c	h	e	i	k	f	a	b	l	m	g	j	o	n
11.5%	11.2%	10.1%	8.9%	8.2%	7.5%	7.3%	7.1%	7.0%	6.7%	6.7%	3.6%	1.9%	1.4%	0.9%



Of the benefits or "services" that you selected in the previous question, please rank the benefits or "services" you value most, with 1 representing the benefit or "service" you value most. Feel free to use the space below to indicate your rankings, or write your numeric ranking next to your responses to the above question. (Graph on following page.)

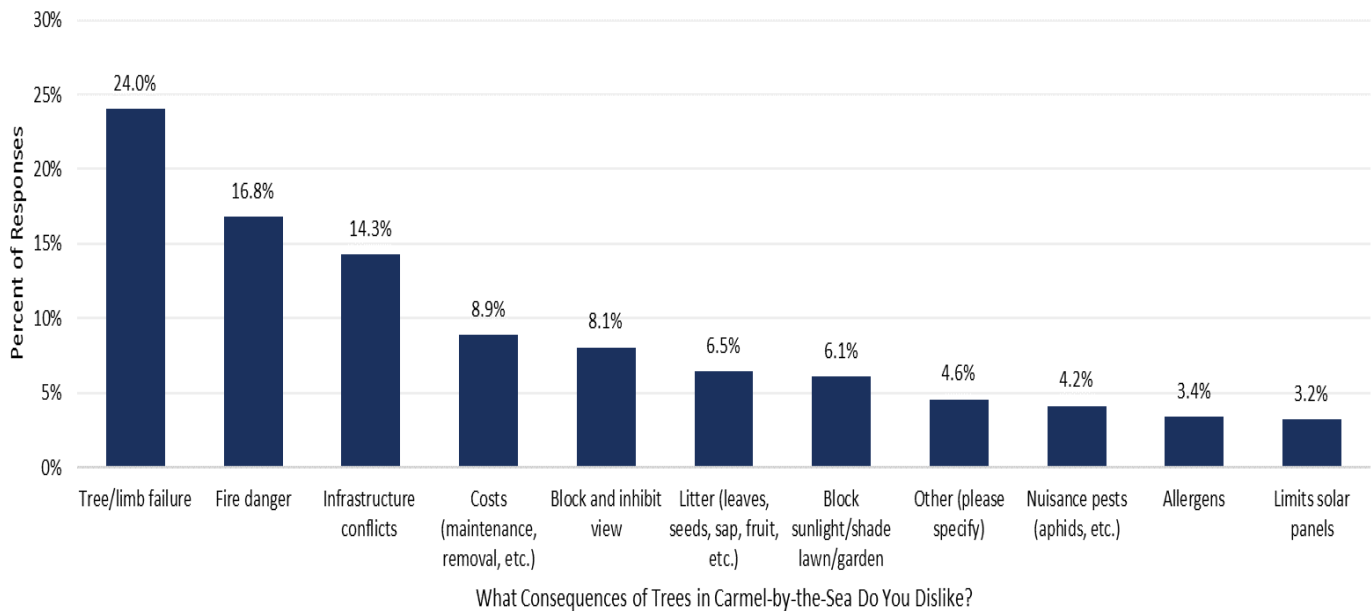
Rank	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Screening	25	23	28	21	15	9	10	4	3	7	0	3	0	0	0
Support mental and physical health	22	32	18	16	15	16	5	7	7	4	1	0	0	0	0
Wildlife habitat	43	55	61	37	16	9	6	6	1	0	0	0	0	0	0
Aesthetics	92	45	29	27	13	18	7	5	5	2	0	0	0	0	0
Shade	19	26	29	34	29	14	17	10	3	2	1	0	1	0	0
Reduce 'noise pollution'	4	8	11	29	30	24	11	14	13	4	2	0	0	0	0
Promote tourism/retail	4	8	5	6	12	7	9	4	6	2	4	6	1	0	0
Improve air quality	25	36	34	39	30	20	10	7	7	4	0	0	0	0	0
Mitigate climate change (e.g., capture CO2)	29	32	20	11	15	23	17	10	6	5	3	0	0	0	0
Food (e.g., fruits, nuts)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reduce flooding and stormwater runoff	15	14	23	17	21	11	14	13	12	8	7	0	0	0	0
Enhance spirituality and connection with nature	12	15	13	14	10	13	13	11	8	13	5	8	1	0	0
Preserve views	26	15	14	14	15	4	3	9	9	8	15	4	2	0	0
Reduce crime	0	1	0	3	0	1	2	1	0	1	2	1	1	2	0
Other	9	2	3	0	3	1	2	1	1	0	1	1	1	2	0



What consequences of trees in Carmel-by-the-Sea do you dislike? Please select all that apply:

- a. Block sunlight/shade lawn/garden
- b. Litter (leaves, seeds, sap, fruit, etc.)
- c. Infrastructure conflicts (damage to sidewalks/foundations)
- d. Allergens
- e. Nuisance pests (aphids, etc.)
- f. Tree/limb failure (during storms, possible damage to property, etc.)
- g. Block and inhibit view
- h. Limits solar panels
- i. Fire danger
- j. Costs (maintenance, removal, etc.)
- k. Other _____

a	b	c	d	e	f	g	h	i	j	k
72	76	168	40	49	283	95	38	198	105	54
6.1%	6.5%	14.3%	3.4%	4.2%	24.0%	8.1%	3.2%	16.8%	8.9%	4.6%



Question 16

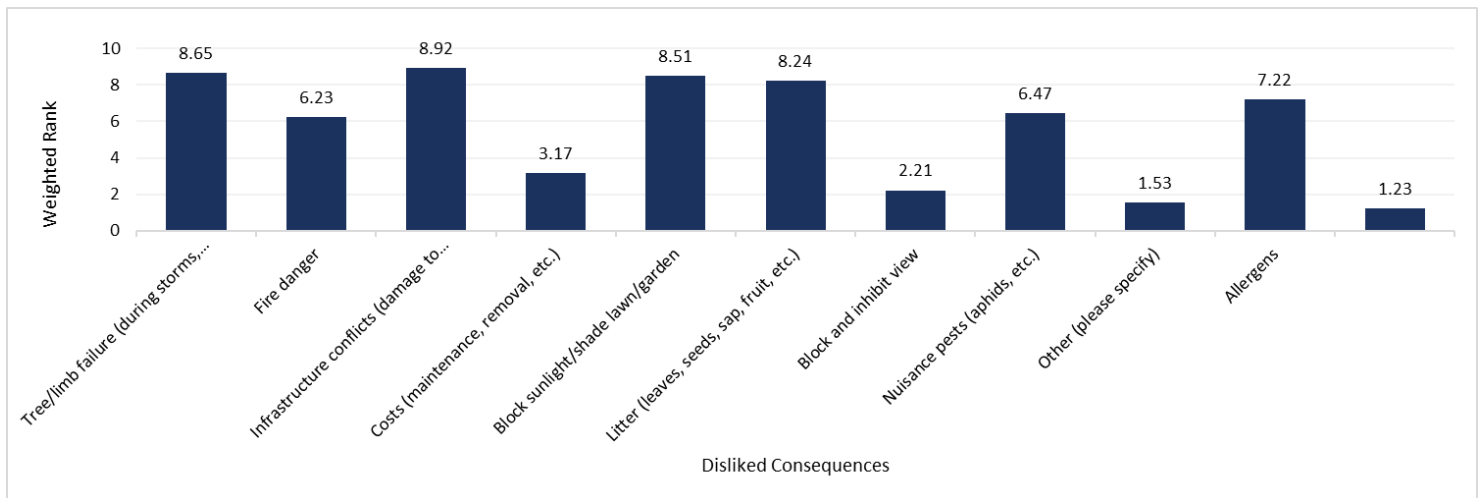
Attachment 1

Of the consequences that you selected in the previous question, please rank the characteristics you most dislike, with 1 being the characteristic you most dislike. Feel free to use the space below to indicate your rankings, or write your numeric ranking next to your responses to the above question.

		Block sunlight	Litter	Infrastructure conflicts	Allergens	pests	Tree/ limb failure	Block views	Limits solar panels	Fire danger	Costs	Other
11	1	11	11	22	2	2	132	15	1	65	7	28
10	2	10	9	31	5	3	78	19	5	66	16	10
9	3	14	10	50	6	6	31	21	5	20	27	3
8	4	15	21	30	7	8	6	8	6	13	17	1
7	5	4	12	13	2	7	5	10	8	5	12	2
6	6	5	4	6	5	4	2	3	3	7	6	0
5	7	4	5	2	5	3	0	5	2	2	1	0
4	8	2	2	0	2	8	0	2	1	0	2	1
3	9	0	0	1	2	3	0	2	2	3	2	0
2	10	0	0	0	1	2	0	0	2	2	2	0
1	11	0	0	0	0	1	0	0	1	0	1	0

	Block sunlight	Litter	Infrastructure conflicts	Allergens	pests	Tree/ limb failure	Block views	Limits solar panels	Fire danger	Costs	Other
	65	74	155	37	47	254	85	36	183	93	45
	0.201	0.229	0.480	0.115	0.146	0.786	0.263	0.111	0.567	0.288	0.139
	2.2	2.5	5.3	1.3	1.6	8.7	2.9	1.2	6.2	3.2	1.5
weighted score	8.5	8.2	8.9	7.2	6.5	10.3	8.6	7.0	9.6	8.2	10.2

	Block sunlight	Litter	Infrastructure conflicts	Allergens	pests	Tree/ limb failure	Block views	Limits solar panels	Fire danger	Costs	Other
1	3.7%	3.7%	7.4%	0.7%	0.7%	44.6%	5.1%	0.3%	22.0%	2.4%	9.5%
2	4.0%	3.6%	12.3%	2.0%	1.2%	31.0%	7.5%	2.0%	26.2%	6.3%	4.0%
3	7.3%	5.2%	25.9%	3.1%	3.1%	16.1%	10.9%	2.6%	10.4%	14.0%	1.6%
5	11.4%	15.9%	22.7%	5.3%	6.1%	4.5%	6.1%	4.5%	9.8%	12.9%	0.8%
4	5.0%	15.0%	16.3%	2.5%	8.8%	6.3%	12.5%	10.0%	6.3%	15.0%	2.5%
6	11.1%	8.9%	13.3%	11.1%	8.9%	4.4%	6.7%	6.7%	15.6%	13.3%	0.0%
7	13.8%	17.2%	6.9%	17.2%	10.3%	0.0%	17.2%	6.9%	6.9%	3.4%	0.0%
8	10.0%	10.0%	0.0%	10.0%	40.0%	0.0%	10.0%	5.0%	0.0%	10.0%	5.0%
9	0.0%	0.0%	6.7%	13.3%	20.0%	0.0%	13.3%	13.3%	20.0%	13.3%	0.0%
10	0.0%	0.0%	0.0%	11.1%	22.2%	0.0%	0.0%	22.2%	22.2%	22.2%	0.0%
11	0.0%	0.0%	0.0%	0.0%	33.3%	0.0%	0.0%	33.3%	0.0%	33.3%	0.0%

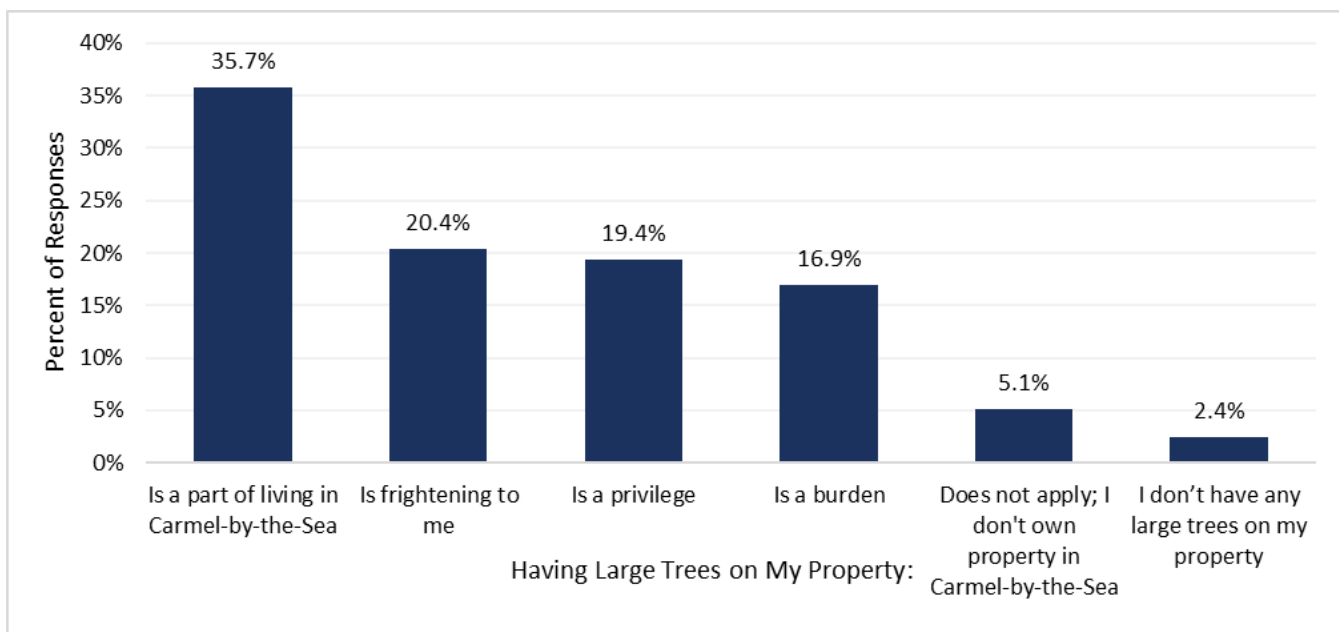


1. Having a large tree(s) on my property in Carmel-by-the-Sea...

(Please select all that apply):

- a. Is a burden
- b. Is a privilege
- c. Is a part of living in Carmel-by-the-Sea
- d. Is frightening to me
- e. I don't have any large trees on my property
- f. Does not apply, I don't own property in Carmel-by-the-Sea

Is a burden	Is a privilege	Is a part of living in Carmel-by-the-Sea	Is frightening to me	I don't have any large trees on my property	Does not apply; I don't own property in Carmel-by-the-Sea
83	95	175	100	12	25
0.169388	0.193878	0.357142857	0.2040816	0.024489796	0.051020408
Rank from highest to lowest choice					
Is a part of living in Carmel-by-the-Sea	Is frightening to me	Is a privilege	Is a burden	Does not apply; I don't own property in Carmel-by-the-Sea	I don't have any large trees on my property
35.7%	20.4%	19.4%	16.9%	5.1%	2.4%

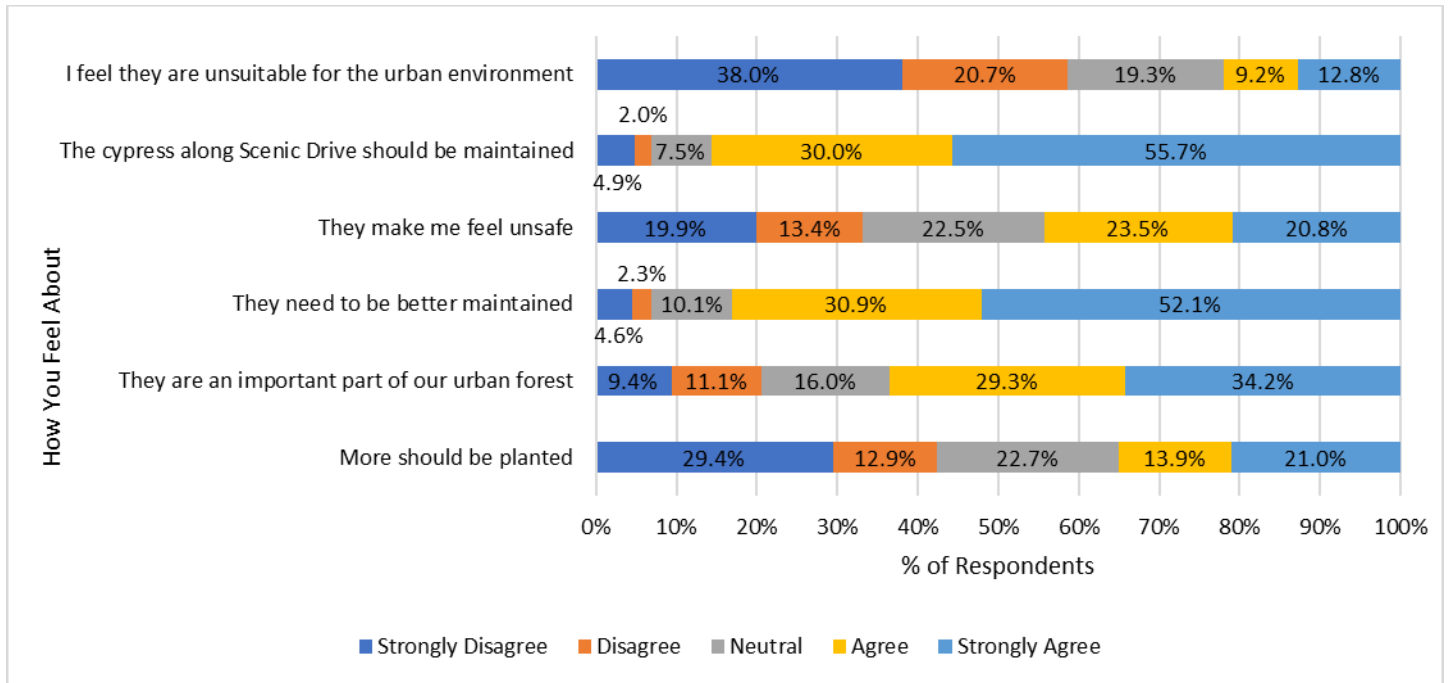


1. The following statements apply to how YOU feel about “Upper Canopy” trees (e.g., Monterey pines, Monterey Cypress, or Coastal Redwood) in Carmel-by-the-Sea. Please share how you feel about each statement below.

Select ONE response for each statement about UPPER Canopy Trees	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
More should be planted					
They are an important part of our urban forest					
They need to be better maintained					
They make me feel unsafe					
The Cypresses along Scenic Drive should be maintained					
I feel they are unsuitable for the urban environment					

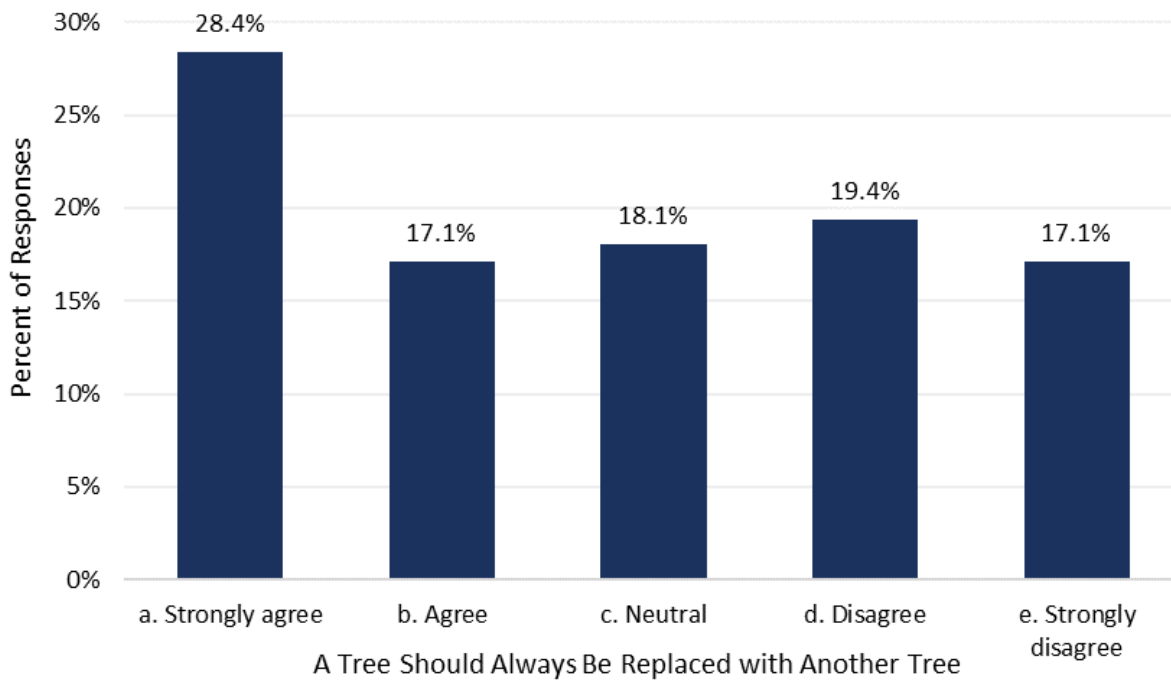
	More should be planted	They are an important part of our urban forest	They need to be better maintained	They make me feel unsafe	The cypress along Scenic Drive should be maintained	I feel they are unsuitable for the urban environment
Strongly Disagree	91	29	14	61	15	116
Disagree	40	34	7	41	6	63
Neutral	70	49	31	69	23	59
Agree	43	90	95	72	92	28
Strongly Agree	65	105	160	64	171	39
	More should be planted	They are an important part of our urban forest	They need to be better maintained	They make me feel unsafe	The cypress along Scenic Drive should be maintained	I feel they are unsuitable for the urban environment
Strongly Disagree	29.4%	9.4%	4.6%	19.9%	4.9%	38.0%
Disagree	12.9%	11.1%	2.3%	13.4%	2.0%	20.7%
Neutral	22.7%	16.0%	10.1%	22.5%	7.5%	19.3%
Agree	13.9%	29.3%	30.9%	23.5%	30.0%	9.2%
Strongly Agree	21.0%	34.2%	52.1%	20.8%	55.7%	12.8%

Graph on next page.



1. If a tree is removed within Carmel-by-the-Sea City limits, whether it is on public or private property, it should always be replaced with another tree.
- a. Strongly agree
 - b. Agree
 - c. Neutral
 - d. Disagree
 - e. Strongly Disagree

a. Strongly agree	b. Agree	c. Neutral	d. Disagree	e. Strongly disagree
88	53	56	60	53
28.4%	17.1%	18.1%	19.4%	17.1%

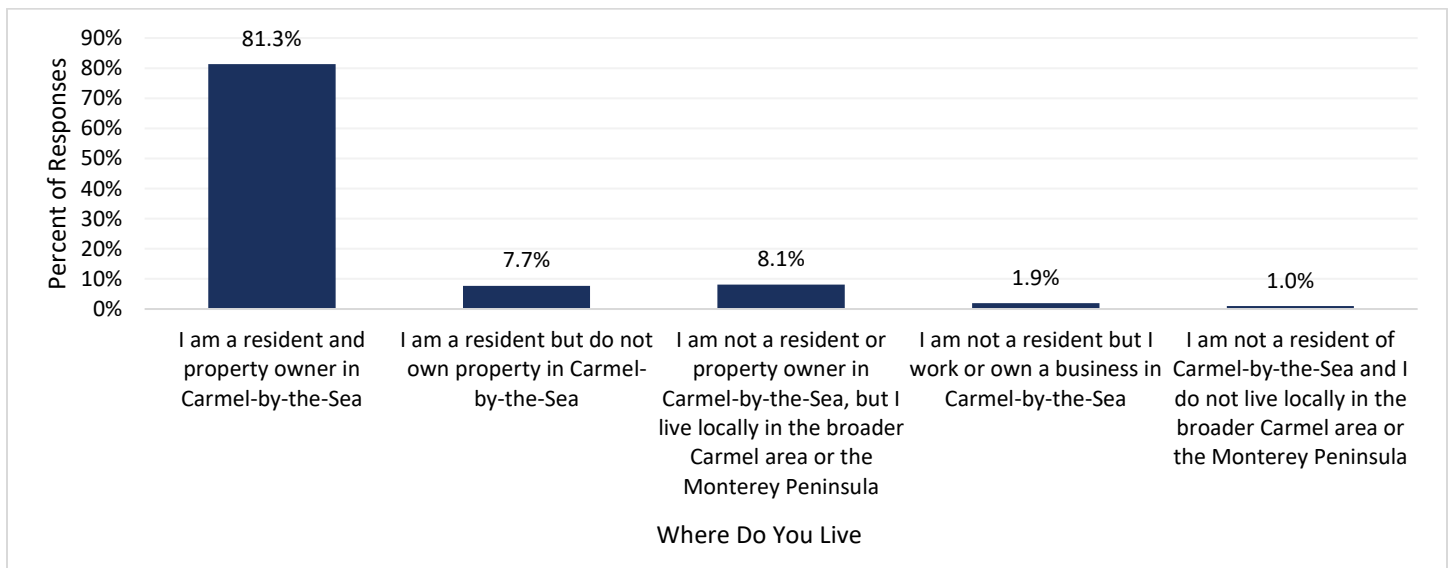


1. In 75 words or less, what is the most important issue that the Urban Forest Master Plan should address?

For full results, see Appendix 2.

1. What is your connection to the City of Carmel-by-the-Sea?
- I am a resident and property owner in Carmel-by-the-Sea
 - I am a resident but do not own property in Carmel-by-the-Sea
 - I am not a resident or property owner in Carmel-by-the-Sea, but I live locally in the broader Carmel area or the Monterey Peninsula
 - I am not a resident but I work or own a business in Carmel-by-the-Sea
 - I am not a resident of Carmel-by-the-Sea and I do not live locally in the broader Carmel area or the Monterey Peninsula

I am a resident and property owner in Carmel-by-the-Sea	I am a resident but do not own property in Carmel-by-the-Sea	I am not a resident or property owner in Carmel-by-the-Sea, but I live locally in the broader Carmel area or the Monterey Peninsula	I am not a resident but I work or own a business in Carmel-by-the-Sea	I am not a resident of Carmel-by-the-Sea and I do not live locally in the broader Carmel area or the Monterey Peninsula
252	24	25	6	3
81.3%	7.7%	8.1%	1.9%	1.0%



Appendix 1: open ended results of question 10.

Are you satisfied with the current level of care that the City of Carmel-by-the-Sea provides for public trees?

Open-Ended Response. Please tell us why you selected your response to the previous question:

the trees are not maintained allowing them to grow into power lines causing safety concerns and issues

.

inadequate forestry dept and staff to do work. need dedicated dept

inadequate staff to do work. need for assistant forester and dedicated forestry dept as in past!

i called: A branch that would fall on a car and the city responded the next day. the branch was removed and the tree trimmed to remove the branches that would cause the tree to sway in the high winds- great job.

Trees that i see being removed are trees that have not been taken care of. While an effort is made to cut them down, I don't see much effort in their maintenance.

I see many dead trees, though the city does seem to be working to get them cut down. (sometimes they cut trees that are not dead or leaning)

Too many healthy trees are suddenly being cut down. Previously it was very hard to cut a tree down, now they are being cut down every day. I think the city is afraid of being sued.

I still need to learn more about what services they offer to property owners (ie concern for dead or diseased trees).

There are too many dead trees that need to be removed in a more timely manner as they are a risk to people and property.

Lovely

Don't want more Monterey pines which block ocean view and create hazards and can't build around them and they come before people which is incorrect as people more important

There are too many trees that fall down during winter storms.

Public open spaces - such as at the intersection of San Carlos St. and Second Av. (Including the slope area) can be much better planned and planted) for trees, shrubs, flowers. I am happy to volunteer to make this happen.

Too many trees by the power lines which caused many power outages last winter.

Consider the role of massive tree roots in the poor condition of Carmel roads. Also, why are they continuously planting trees on Scenic Rd that block view properties? Note, I'm not a view property owner.

The city spends plenty of time watering, trimming and inspecting our trees.

Last winter trees fell down everywhere. There was no preventive measures taken. Nothing was mitigated in advance.

Old and unkept trees are a safety risk to residents and the community.

From Dec 2022 - March 2023, we were without power for more than 15 days. Many of the outages were due to trees falling onto power lines, during the winter storms. These trees were not properly maintained that Carmel needs tree work and reduction..

New resident. Not very well informed about their work.

They are falling on roofs, sidewalks are uneven from roots causing unsafe walking conditions

There are still many overgrown trees that present a safety hazard during storms. I would like the city to be proactive to protect human life and help prevent outages.

Every year, many Carmel property owners suffer thousands of dollars of damage from trees falling on their roofs.

It has been a long wait to get response for a dead tree (this was even before the recent storms)

The main pine tree at Junipero/Ocean was ruined w/trimming

Old trees need to be taken down, including the stumps, and replaced

Right tree in proper place not topped

Need to remove many old trees and replant more than one replacement for each removed.

Trees not trimmed off rooflines

Dangerous trees under power lines power outages and fire risk

There are too many cypress and heavy pines along Carmel beach that should be trimmed as well as ones near telephone poles and power lines

Many trees are too old. They're dangerous and should be replaced by younger trees. If they are not, what will Carmel look like in 20 years?

I had a dead (public) tree in front of my house. During storms with high winds it could have fallen on my house. It was tagged to be removed in January 2022. Despite repeated efforts by me to get it removed, it took one year to have it cut down.

Too many old trees that are potentially dangerous

We prune our trees regularly; City does not, and trees fall.

They came and cut down a dead tree for us. I can sense a renewed interest in trees. I like this and hope to see a proactive approach to the trees that are aging out and dying of disease.

Dead trees hang around too long.

Trees seem to get removed too easily

Don't have enough information to rate otherwise

I think that there are many old trees that are in poor condition that should be removed. Upon removal an aggressive replanting program should take place for future generations

Needs more attention.

Not enough trees are not being planted. Trees are not cared for, watered properly trimmed and fertilized

Trees are not being planted only cut down. Trees are not cared for, watered properly trimmed and fertilized

insufficient trimming around electrical wires

Need vast amounts of new trees, particularly in San Carlos and the Sunset Center. Many tree wells remain empty. Large pine trees need corrective pruning.

last winter

I know they are trying but last winter was an eye opener

With last Winters storms we saw how dangerous it is to have unhealthy trees. The new \$650 permit is cost prohibitive to be able to manage the trees we currently have. I had a tree fall on my house last year and caused substantial damage.

I believe the preservation of the Carmel by the sea forest is of utmost importance and every tree that is taken down should be replaced with like kind if there is enough room!

The number of trees has diminished significantly.

The city leaves ugly stumps after cutting part of the tree. There are also too many diseased and dangerously leaning trees.

Too many restrictions on taking down dangerous trees.

I live on Mission Street, 3NW of 8th, and a magnificent coastal live oak street tree that died a few years ago has been replaced by -- nothing. In fact, the place at the sidewalk where it once grew has been covered over with paving stones.

All the diseased and dead trees need to be removed ASAP before we experience another winter like the last one

Lack of aesthetics and environmental care since 2002.

Loss of the tree shielding me from traffic and sun could've been prevented with proper pruning as requested repeatedly

Trees are in dire need of care.

We need to remove the high risk trees that are dying or dead for our safety. They can endanger roadways, powerlines, pedestrians, homes. I saw huge trees leaning at 45 degree along the roadways that fell with the rains.

benefit by more pruning

Too many unattended regarding power lines and public safety

Need to replant more pines/cypress

Tree well being seems to be prioritized over human well being.

Under maintained

The existing trees are not maintained and they look bad and fail and are dangerous. The City should balance tree branches so the branches do not break and fall on people and property.

While large mature trees are important and add character to our village they require attention to dead limbs and care to stay healthy. The trees around our home have many dead branches and are not cared for and will be dangerous in the winds

Should be more accommdating to allow removal of old potentially dangerous trees and replace with new trees.

Not being aggressive enough to mitigate future issues

The public trees seem to be doing fine, though I'm no expert.

There's too many trees clumped together

Monterey Pines are dyingM. pines are dying, falling during stormy season. The City should give clear policy and make taking out risk trees easily and quickly. This is such a burden to the community and risk to human.

I believe the trees are taken seriously in Carmel

Slow response and need long term plan.

They look good and seem fine - so I'm assuming you're doing a good job. Unaware of any issues.

Not enough attention to old tall pine trees that are dangerous & should be removed

They need to more vigorously address dangerous trees on private property as well as City property

I've noticed some new trees planted to care for the ones that have recently died.

The sick, old trees should be managed and dealt with before they blow over in the next storm.

You're doing a good job with the resources you have but there are still public trees that are dead or need to be trimmed

Trees here have been neglected for years and it's obvious the City can't catch up with removal of DANGEROUS trees

Tree that died are replaced by tiny trees that are not cared for and die - leaving a small dead limb or nothing. When a tree dies in the middle of a road, seems it would be a good time to consider placing it elsewhere.

Would like to make sure that the mature trees that are being removed now are replaced and that the space is not given over to parking/etc—also that replacement happens within a shorter time frame.

N/a

Not maintained, dead, old. Focus is not on maintaining their own trees and only to have income from private properties; therefore owners aren't maintaining them.

Response time to address tree issues is slow.

I realize that the staff has been working extremely hard. The aging canopy poses a potential fire hazard, not just a hazard from trees falling.

There is lack of timely responsiveness to remove trees with known disease, health, took 3 days to remove a Cypress tree that fell on top of a power line in our front yard.

I don't know what the current level of care is but I think the trees seem nice and maintained

Dead trees are not removed in a timely fashion and completely. Dead stumps are a fire hazard

I chose a neutral response because I'm not sure which trees are public vs private.

Because

The public should not have a voice in the care of trees. Decisions should be made solely by the arborist(s). The current process is expensive and inefficient.

Too many cypress & redwood.....not enough native pine & oak

trees that have fallen or ready to fall are taken care of and removed quickly but there is no care to prevent the problem

dead trees and branches are numerous and present fire danger. Wait too long to removed dying trees that present a danger.

The block surrounding my condo, there are at least 5 stumps where trees were removed and no replacements planted. There are several pines at the end of their lives.

dead trees should not be used as power poles! They should be removed.

I see little care provided

Trees should be trimmed annually not just when needed. There are too many electrical wires and trees winding together!!!!

Upper canopy trees naturally grow as as stands in forest environments. Planting them individually weakens their root systems making them weaker and prone to fall in stormy rainy weather.

There are some trees (particularly older Monterey Pines) that are unsafe and need to be removed.

Carmel needs to get serious about the damage upper canopy poses . Insurance rates sky high , fire concerns with old timber etc

No protection for trees from incroachment by paving. Trees get their nutrients from water falling at the drip line if it's not paved over. No treatments to save ailing trees.

It seems difficult to keep up with clearing out aging trees.

Need to remove trees in a timely manner

The city does not clean up the enormous amount of debris produced by redwoods.

Public Trees should not block stop signs, blocks streets or parking and need to be trimmed and maintained for safety first.

Dead trees in the north dunes need to be removed - terrible aesthetics and a failed commitment to do so.

Tree maintenance is lacking from the city

lack of maintenance such as pruning

The City only removes trees. They do not do any proactive pruning. If younger trees are cared for properly, there will be less danger in the future.

More dead branches could be removed

Carmel takes trees seriously. We have not had to dispute trees with the City. The City Forester has been helpful about the health of our trees.

Trees are allowed to cause major damage in storms

when you already have a ton of trees i'm not sure why you have to replant more so it seems to be a bit overboard

Dead/dying/hazardous not taken down, no pruning

Outrageous disregard for the safety of residents and their homes when aging trees are at risk of falling.

Dying should be removed quicker

The town seems most concerned with seeing that no trees are removed nor trimmed. There seems to be no effort to trim and maintain trees so that they remain healthy.

Trees are not being maintained, too many fallen trees around my home. Much property damage. Too many trees and not trimmed or handled before falling.

The City has limited resources and does what they can with what they have, but I wish more could be done

I see dead trees! Look at Junipero and 7th for example -FIRE HAZARD!!!

Too many large canopy trees are at their end of life, city not moving fast enough to remove them and replant new trees

The city is moving way too slow in removing trees that have been designated for removal. There are way too many homes and residents in danger of old diseased tree toppling over during stormy weather

city seems more reactive than proactive in maintenance/removal of trees - especially the pines

We had diseased trees in our area, we were not allowed to take them down until they were fully dead, but then the disease had spread to other trees. Need to be more pro-active about this kind of thing.

Public trees in front of our property are damaging the landscape, sidewalk and brick planter. The tree is also a danger during storms.

Attention to trees is improving this year

City does not maintain trees routinely at all

What is the process for replacement trees which were lost last year in the storm or are lost in the future?

City has gotten more responsive after the last winter where we had so many trees that needed attention. But, there are still many trees that are dangerous and need to be taken down.

Appears uninvolved with PG&E "Tree Hacking" for the high tension lines. (Cypress mid-block on Torres between 2nd/3rd) Also, the city & PG&E are leaving 20 "foot tall Monterey Pine" telephone pole stumps when they cut them just above wire height.

I see too many large trees being cut down—we need to go more to preserve the forest.

trees growing into utility wires, not maintained by city

No help received from previous two foresters despite repeated requests. Inaction resulted in preventable property and tree damage.

too many compromised trees particularly during inclement weather and not enough staff to care for the needs of aging or diseased or unsafe trees

Too many dead and dying hazardous trees remain. And when trees are removed, root balls often remain making replacement impossible. Also, City doesn't replace trees consistently.

Satisfied

dead trees; 20 foot tall stumps; for dead tree (no green) - needs easier/cheaper way to get removal approved; general fear of city trees that impacts/threatens my home and/or impacts my fire insurance and having little/no control on remediation.

Forestry team is fantastic; but, the City NEEDS to invest in additional FULL-TIME employees in the administrative side as well as the tree-care side. Start with bringing the Assistant Forester position back. Why would that ever be taken away?

Not enough being done to prevent unauthorized destruction of existing trees, including slow death from overpruning.

Dead trees should be removed along with the stump and plant whatever is needed to comply with goals. Also removed, totem poles and dead branches.

1. Too many +20' stumps left from partial removal. 2) too many Monterey pines that are dying yet still standing.

older very mature trees don't get enough pruning, causing limb falls during stormy weather

Not removing potentially failing trees fast enough.

Trees leaning toward power lines. Marked years ago to be removed. Old acacia tree at curb need to go.

Trees leaning toward power lines. Marked years ago to be removed. Old acacia tree at curb need to go.

Dead and dangerous trees are not being removed

Many trees are a danger to life. Dead trees should be removed at no cost to homeowners for the protection of human life.

Would like to see more care

Many are dying or dead, in need of branch thinning, and possible safety hazards due to their life expectancy.

Trees block roadways, trees are in poor condition, trees can't be cut down but they can fall on people's homes, the 2:1 replanting for every tree taken down is ridiculous

Too many dead, dying that need to go as well as ugly stumps

Dangerous trees are not dealt with. The charges are crazy. There are too many ugly holes in Carmel.

dealt with as needed

We sold our house this year (after 25 years) and saw in the last six years a significant decline in care.

Too many trees for the city to efficiently handle

Carmel is neglecting dangerous trees/fire hazards, but listening too much to residents & businessowners who want to remove healthy trees "for the view or access."

Healthy trees are maintained; unhealthy trees are removed. New trees are regularly planted.

City exerts too much control with the serious side effect of worsening fire damage potential

Disappearing canopy in both residential and commercial rights of way.

Doing well

It seems like the recent storms have caused an overreaction to cutting down trees.

Not sure that there is enough attention paid to fully assess all the trees to prevent fragile/at risk trees from falling/causing problems during storms

The trees look generally well cared for and add to Carmel's charm

Generally, public trees are well maintained

More/better care is always ideal, particularly for a place that promotes itself as a "forest village"

Trees should have been trimmed earlier, but fortunately, they were trimmed before last winter!

n/a

The response time to requests is slow.

After every storm when tree limbs are down the removal is on me.

still too many totem poles, stumps, dieing trees and those who's main trunks are leaning over roadways

PG&E & the City have removed trees that should have just been trimmed.

Trees are not well maintained, unhealthy, too much work for staff to keep up

The public works staff contributes a lot of with limited resources

Too many dead trees not being addressed. I have Reported two trees in city right of way with no response

We have a dying tree outside our house with PG&E wires

Previous Foresters no empowered to do anything when called upon

Trees, greenery, wildlife are the significant gift from Nature to emotionally, mentally, physically , creatively, benefit all life if respected and cared for.

They never water their trees

I assumed you were doing a good job. Sorry if I am wrong.

There is little care given, particularly to new trees.

Many trees seem to be taken care of and in good health

We lost and are losing some trees by our hotel and not sure anything has been done.

We should never have gotten into the situation where we have a backlog of dead/dying trees to remove.

Need to preserve views. Originally there were very few trees in CBTS.

I would like to see trees being watered more, but other than that, I think the city is doing a good job.

Don't know much about this

Poor management and minimal funding and support.

More effort to trim trees around electrical wiring

I am concerned about the fire risk to the city and surrounding areas.

Too many Monterey pines are permitted to age out and are dangerous

It's a land mark

Love to see more trees be planted and watering periodically

Public works crew does a great job!

City does great job on tree pruning and removal. Only concern is they should remove tree stumps

Homeowners should have more say over trees in the public right of way abutting their property.

I have been waiting 7 months to have dead limbs removed from the tree on city property in front of my house.

It's very difficult to get the city to maintain and care for city owned trees.

Just keep re-planting trees where old ones must come out.

City doesn't seem to understand the 'rules'

Do not like "feral" trees. Limbs need to trimmed.

Many trees are a hazard and dangerous to the residents and should be easier to remove as evidenced by the last big storm season.

There are too many dead or dying trees and too many that are entangled in wires They represent a significant fire hazard

More care before storm damage.

I would appreciate more trees in the main business district.

What is the Master Plan? We need qualified foresters and environmental specialists, not resistant bureaucrats to manage our city in a forest.

Very hard to get the forester to look at my trees

The very tall and old trees are not trimmed etc creating hazards for homeowners and visitors

because the issue of tree care is FINALLY getting some attention

Fire hazard from dead tree trunks and branches.

They removed a tall pine in front of our house which could have created a lot of damage if they let it fall.

The staff in Public Works and Forestry are AMAZING

Last year was challenging in that so many trees fell during the winter. However, it seems far too easy to remove trees for lot construction.

Wrong trees placed too close to driveways and intersections

Tree trimming is lacking! Dead trees shouldn't be used as poles for power and cable.

I know the tree managers work very hard. I am a friend of our previous tree manager, Sara Davis.

Extend life of existing trees- prune & care as necessary. Plant next generation forest, but plant thoughtfully. No upper canopy under high voltage wires! Big price paid for zero maintenance of Cypress trees on Scenic. Clean up the mess.

Aesthetics are good; BUT look at how many trees came down in the recent storms and damaged significant property

City is too tough on those who want/need to remove or replace trees

dead trees are not removed and trees are not maintained.

I like trees

They are cutting down too many, and not replacing them.

Too many dead, and overgrown trees.

Need more maintenance of existing trees and more replacement.

I still see dead limbs hanging over streets and trees used as poles for power/cable lines.

City seems quick to cut downtown trees/but not in res'l areas

Trees that are dead or dying need to be replaced.

Because I think too many trees are being cut and destroyed

The trees generally seem to be healthy and the Town is responsive when there is a concern about a tree's health.

Compared to past decades Carmel has failed to protect and improve on this resource

I feel old trees in risk of falling need to be trimmed or cut down to reduce power outages and dangers

Carmel by the Sea is not placing enough importance on replacing/replanting trees that have fallen or have been removed.

My position is neutral. There have been times when care was taken, sometimes not so much.

Things seem o.k.

Inadequate maintenance of residential area trees leading to beyond life pines and NIMBY attitude about planned tree replacement

I have neve seen anyone from the city do anything to the trees unless I have made a call with a concern.

Not really sure what they do.

Dead diseased and dangerous trees all over town. The city has neglected to maintain and or remove problem trees

More trimming required

The city has recently increased their care of old/dying/dead trees which is good. It has been slow to replace lost trees and the size of trees planted are small (leaving years to reforest Carmel).

Not replacing fast enough, fell far behind necessary pruning/maintenance

Many dead and or dying trees. Dying or dead limbs hanging on trees. May trees are top heavy and need to be trimmed.

Need more attention for power lines to avoid outages and business disruptions.

Post Drought & Storms lost so many trees & a safety issue !!!

pretty good effort on maintenance and removal of dead upper canopy trees

There are so many trees that look neglected & need immediate attention from a caring Forester.

not withstanding last winters tree fall, they have stepped up removal of dead and dying pines

On each visit to Carmel, four to six times each year, we observe trees being cared for'

Upset that they cut down the eucalyptus grove off 4th avenue. Also, have requested them to remove downed tree in our front (city owned) yard and no response.

City should be more active in replacing trees that were cut down as a result of last winter's storms

It's a lot of work to keep the trees healthy but they are such an important part of the beauty and value and identity for Carmel. I think the city is likely (hopefully) doing the best it can.

Need more maintenance

Fell old trees

Many are old or have reached beyond safe and manageable proportion

our neighbors cut down four healthy 100+ year old coastal pine trees several months ago using the storm/safety rationale. There was no City Forester and the tree cutting service who is paid was willing to say the trees were unhealthy.

not enough employees for so many trees

Trees are neglected and look terrible

Seem to be doing well

A lot of trees are diseased and need to be removed

So many trees that are planted, die. Also dead trees are not taken down in a timely fashion. No tree maintenance seems to occur

1. Not enough under planting on scenic of cypress' 2. Cypressess not being maintained

So many older Monterey pines, destined to fall, threaten too many homes and people. Glad the February storms brought the problem into undeniable focus.

The level of care is too limited on maintenance e.g. pruning and dead tree replacement including species selection and site prep,

The city does a nice job.

Plant more to compensate for those being cut down

The neglect is obvious.

The city needs to be MUCH more aggressive about removing aged pines.

They plant the trees and let them die. What a total waste!

The need to remove dead tree on ground and dead, stumps, 1,000 identified to remove. do before any more trees are planted

Obvious lack of watering

Many trees have died or damaged in storms and most have not been replaced. The downtown area looks shabby and trees really make it much more beautiful.

Too many stumps, dead trees, empty spots and a denuded Delores between Ocean & 7th

N

Trees removed years ago were not replanted (e.g., Santa Rita west side near 4th)

Many of the trees planted are neglected and die.

Very non committal on those questions asked by the general public.

Weekly reports show maintenance a priority

Forestry seems under staffed and funded based on the number of trees in the village and their ability to handle issues in a timely manner

I don't see any activity by the city.

Roots uprooting streets should be addressed

I feel like the city takes the trees seriously. Requiring people to get permission to take out trees is important.

It's so difficult to remove trees or branches that are dangerous to our property

Trees having been alive longer than the millionaires who don't live here full time.

January storms show constant trimming required

City prioritizes trees over safety of persons and property so they make it too difficult to address dangerous trees

lack of maintenance

I think there are a ton of trees in the neighborhoods (some on private and some on public property) that very clearly need to be removed and replaced. And there's no maintainable whatsoever. And the moss in the trees are out of control.

We still have far too many dead, dying and dangerous trees. They are a fire and utility/power outage concern.

Many of the trees are old, some have dead branches which continue to break in storms. Many hang over homes and streets ominously waiting for the next storm to damage. I know we love our trees, but they are a danger.

More pruning

Aging trees are diseased and too close to utility lines and homes. Dead branches are not removed and are falling during storms causing damage to roads and structures.

I have many times to get city support to asses tree with no response.

I moved from FL 3yrs ago in a tree dense city planted w a fast growing non native oak that reached its age in 2004, when 04 hurricanesWe lost >20% of our canopy and I was w/o power for 10 days. Something needs to be done about non native pines

Looks good.

Lost some many trees last year lucky no serious injury's better manage ment would have cut losses the ponds in town are not stand alone trees see pd forest they are ment to be in large groups not stand alone very poor Choi e for urban environment

The tree seem in good health

Proactive efforts r being made by the city to remove tree that r dangerous

The pines have a disease and not enough is done to care for them. When trees are cut down it takes years to replant and too many deciduous trees are being selected.

Sufficient city care now of trees in my neighborhood

too many dying trees, too many stumps remain

Forestry department is understaffed compared to other communities and CBTS historically

Not sure what city does.

Zero response or action to virtually any request of situation.

Too many invasive trees (ie acacia) and ivy allowed

I feel that tree maintenance has been an issue.

It's a big job but the trees are beautiful so it seems that they're being cared for adequately.

Too many young trees are not being watered enough.

Dead branches not monitored. Pine trees in general have a canopy too high aesthetically and are high maintenance. Prefer redwoods, oaks, or cypress.

There are still too many dead trees / unpruned trees around the city and in open spaces. In addition, many of the trees lost or damaged during the storms of the past years have not been removed.

Private parties plant trees in the medians that are not cared for by the city

Too many trees to be proactive. Maybe need more staff

Decade of local experience

Too many aged.massive pines with bark beetle disease still standing. Many will likely fall this winter just like last winter

More attention to our urban forests is required to maintain the beauty of our village.

1

Inadequate staff to do work. Need to assistant forester & dedicated forestry dept as in past!

I see many dead trees, though the city does seem to be working to get them cut down (sometimes they cut trees that are not dead or leaning)

There does not appear to be enough routine maintenance given to damage alone in recent storms.

We need to promote more native trees and care for them better. Invasive trees should be discouraged.

No response provided

For the last 20 years or so the city has not paid enough attention to the maintenance of the Forest, not allocated enough money for maintenance, planting & repainting of cut and failed trees, it has also not read or enforced the laws & policies

Some trees/branches are too close to power lines and contribute to outages.

Trees are important to me!! Live in the hobbit + state forests!

I see a city department which is given negligible value and/or importance by the city as a whole.

Since there are so many dying, old Pines that are dangerous and ugly, it seems Carmel needs more forest staff. Good work given the big task.

No response provided

Limbs are often not trimmed when they are broken or removed when they become dangerous. I have witnessed two trees fall, one a few feet from my house and one on my neighbors garage, both of which I had reported as dangerous to

No response provided

The tree care has increased in the last 10-12 months.

The city has been negligent in maintaining city owned trees as well as dead and dangerous trees on owners property to stand. Many many locals (not developers) over the years have pointed out the dangers of 100 ft, past their prime Monterey trees.

Inadequate forestry department and staff to do work. Need dedicated department.

No response provided

There does not appear to be enough routine maintenance given to the damage done in recent storms.

The tree care has increased in the last 10-12 months

I see a city department which is given negligible value and/or importance by the city as a whole.

Bad choice of tree for city growth. Dead or damaged trees not removed.

Damage to other trees was close to near trees (to a large dead oak) that was way dead - which the city removed.

Not enough attention is given to the trees in the residential neighborhood's R.O.W. Many trees (oaks) do not recover from oak moth/worm investigations. I have the city trees sprayed to give them a fighting chance.

Some trees/branches are too close to the power lines and contribute to outages.

no response given

no response given

Trees are well maintained and look good. Quick storm response.

After storms, there's fast response to downed trees. City trees seem very healthy.

A policy change is needed. During last winter, the power regularly went out because of the trees. With climate change and larger storms, Carmel needs to get rid of its antiqued tree policy.

I see many dead trees, though the city does seem to be working to get them cut down (sometimes they cut trees that are not dead or leaning)

The trees that I see being torned down are trees that have not been taken care of. While an effort is made to cut them down, I don't see much effort in their maintenance.

I called RE a branch that would fall on a car and the city responded the next day. The branch was removed and the tree trimmed to remove the branches that would cause the tree to sway in high winds. Great job.

no response given

no response given

The trees are not maintained allowing them to grow into power lines causing safety concerns/issues.

I have a dead tree across the street from my house for years that I look at everyday. City was notified. I see other large trees in city that need trimming or removal.

Either put utility lines underground or remove the trees. There are line on my street that get hit because of the tree limbs hitting them when trees go up down the street. During storms, branches will fall on these lines. It is a safety issue.

Current level of care does not adequately address safety and appearance issues.

It took 10 years to get the city to prune large cypresses (which belong to the city) adjacent to our property. The trees were over-grown and filled with dead branches.

CBTS has far too many overgrown, unkempt, dangerous & diseased trees that have not been adequately maintained. Further, there is no regard for proper aesthetic care.

Appendix 2: 1. Open response for Question 20 - in 75 words or less, what is the most important issue that the Urban Forest Master Plan should address?

Open-Ended Response. What is the most important issue that the UFMP should address?

the city stop planting more trees and start maintaining the trees we already have

Carmel is beautiful because it is gloriously green because of m. pines and its adjacent greenery. thats why i moved to carmel.

to revive and restore the m. pine forest. the general plan of carmel defines this very specifically

to revive and restore our urbanized m. pine forest as described and mandated in our general plan and supportive in our municipal codes

get rid of the Monterey pines and replace them with cypress and coastal oaks

tree health and care

the upper canopy trees are coming to the end of their lives and there are very middle-aged trees to take their place. Seedlings should have been planted long ago...but it is never too late to set some in the ground. Also there should be more of a variety of trees so that if pests take some varieties down, others will survive.

Owners should be able to remove trees that are too close to their home which could cause damage to foundation of home. Also, the cost for a city person to look at a tree is way too expensive as is the permit process. The permit process to remove a tree seems now seems arbitrary.

Addressing sick/dying trees to prevent injuries or property damage.

Removing dead trees, maintaining trees and replacing trees

Don't plant more upper canopy trees. Don't limit construction due to treeSurvey invalid because the dishonest could do multiple surveys

This survey is good but I wish the survey would allow more question/selection to differentiate the kinds of "upper canopy" trees. The coastal redwood and the Monterey pine are different in terms of risk of falling during storms. This distinction would have helped for a better survey.

Managing existing trees for safety. Stop planting new trees along Scenic Dr.

Upper canopy tree worship; show love to other trees

Over population of trees and those planted in the wrong areas

Private and public safety in addition to removal of high risk trees.

Removing dead / dying trees close to power lines

Aging trees

Safety

Removing and allowing removal of dangerous Monterey Pines and other trees.

Allowing Carmel property owners to more easily remove trees they deem dangerous to falling on their homes or person.

NO MORE REDWOOD TREES on private or public property & MORE OAK TREES

Taking down dead/dying trees and replacing with new

Remove old trees and replant new.

Tree removal along power lines

removing or massive trimming of large trees along scenic and near power lines

Dangerous trees

Fire safety. Stop planting new trees under electrical lines

Aging trees

Shift residential requirement away from upper canopy and require more lower canopy.

Replacing dead and diseased trees proactively

Restoring our urban forest to a natural state.

Spend the money and time for tree maintenance

Ensuring good health of trees to prevent fires

Poorly balanced and diseased tree removal

care and urban forest renewal

Maintaining healthy trees and 1-1 replacement

Tree health

mitigation and replacement of old monterey pines with more stable option for future

Maintenance and safety of trees, reduce the cost burden of tree permits

The disappearance of our forest

Lower costs associated with removing dead or dangerous trees. Also, tree stumps should be removed instead of left to create an eyesore.

Striking a balance between the need for maintaining our urban forest and minimizing the dangers of falling trees and fire.

getting rid of dead trees

Long term funding and dedicated forestry staff

Maintain existing tree health.

Prioritizing the safety of roads, humans, and powerlines.

identification of tree species that will thrive over the next 100 years and put a plan in place to plant

Conflicting Power lines and trees

keeping the high canopy of trees

Maintain existing trees. Keep away from houses. Fire

Maintain existing trees for safety and beauty

Maintaining and keeping healthy our large mature trees. They are beautiful and integral to Carmel.

Safety. Encourage pruning or replacing old unsafe trees with younger plants.

Taking down trees that can cause potential damage whether they appear healthy or not. Especially those trees that really weren't meant to be planted in CBTS like Monterey Pines.

Fire danger

Minimize the time, cost and damage of failing Monterey Pines. Change the plan to grow better trees.

Timely maintenance and strategic placement of trees. The right trees in the right places. Not just replacement of removed trees in the same place with the same type.

Dangerous tall pine trees whether on public or private property

Dangerous tall Monterey Pine trees near the end of their life and a risk to homes, property, and individuals

Remove old trees before someone is hurt or killed.

Maintain and increase the Oaks. Regarding the number of trees required on private parcels change the types of trees required keep the same number of trees but shift to 3 lower and 1 upper.

HOW WE GET OUT OF HERE IN A FIRE LIKE LAHEINA

We have an old cypress on that is on the property line. An arborist performed resistograph and a hazard rating came back as an 11 - at or near the highest risk. We are not allowed to remove it even though it is in danger of harming property or people. We would be very willing to replace it with a sizable tree. It should be easier to remove a dangerous tree.

Replacement of the mature/dying trees that are being removed now.

Storm issues related to power internet if trees fall

Maintenance (city and private), costs to private homeowners, permit process discourages owners to maintain trees, and too many oversized trees per 4,000 sq ft lot

Hazards - fire and large branches and trees falling

Remove dead or dying trees before winter storms are here again!!

No strong opinion

Fire danger and falling trees

Removal of diseased or otherwise hazardous trees.

Signal that public comment is no longer welcomed.

planting trees to replace the ones have been cut down the empty holes are unsightly
fire danger and insurability of residences

Replacement trees should be proper for Carmel environment.

Pruning or removing trees regarding fire hazard. Difficult to get insurance.

Coast Redwoods in forest not residential

More foresters are needed to inspect trees and maintain them.

Better service / apparent inefficiencies

Protecting open space around trees so that they can thrive.

Aging trees

Tree removal

Climate change will greatly impact all the trees and hasn't been properly addressed

removal of dead trees/limbs and planting of new trees where appropriate.

Fire danger/storm damage from trees

Keep the urban forest mandate.

Damage from storms, power outages

fire prevention & older tree safety

FIRE HAZARD

resident's safety and the safety of their homes

Dead or unhealthy tree removal

Maintenance of existing trees

Maintenance of trees

Bringing Carmel up to date with urban forestry best management practices. Stressing the importance of an increase in resources for Forestry to make the urban forest safe/healthy

Costs associated with maintenance/removal

Need to do a better job of working with the residents/property owners, each time an issue with a tree is raised to the forestry dept it becomes a battle royale to get things to move in a timely fashion

Stop planning and take action, I've been hearing about a plan forever, city doesn't take the issue of tree falling seriously enough

Maintenance of the urban forest with safety

Dangerous Tree removal and Tree stump removal.

Addressing trees that would be fire hazards or weather problems

Broken trees, dead trees, tree maintenance

Failing tree removal

Monitoring PG&E's work (Hack) teams under High Tension lines

Maintain the forest—prevent frequent destruction of beautiful trees (by home builders).

Maintain native forest, avoid non-native introductions

Tree safety; aid homeowners with aging trees, make the assessment and removal (if nec.) process easier and more cooperative. For both private and city-owned trees: assess (year 'round), anticipate, act (AAA)

Removal of dangerous trees

Urban fire threat and hazards associated with dying/dead trees - 4,000 sq.ft. lots are quite small and conflicts with desire to require at least one upper canopy tree on each 'lot'.

Reinstitute the Assistant Forester position and diversify the age of planted trees

Stick to natives, Stop allowing uneducated people to decide what they think should be planted. Downtown is looking like a ridiculous combination of trees that don't go together.

Maintenance

Taking down city owned stumps (over 5' tall) and aged Monterey pines.

tree maintenance

Stop charging residents permit "fee" for tree removal.

Trees under power lines and endangering homes should be removed

Safety, both fire and falling due to storms

Safety

Decaying and dying trees. Checking root systems that are showing above ground for safety to surrounding homes. Monterey pines do not belong in close proximity to homes, and most in Carmel are past their safe lifespan

Defensible fire space to lower risk of fire to lower homeowner's insurance rates

Dead dying trees that are fuel for fire

Either dealing with, or letting property owners deal with dead or dangerous trees.

The UFMP needs to address the mature pine and cypress trees that are reaching the end of their lifespan and also give standards of practice for working on and around trees (I.E. Construction).

Modernizing the existing document meet present day and future needs while continuing to recognize that the city is an urbanized forest. 🌲

Reduce trees. They aren't original to Carmel yet have become a sacred cow. Eliminate Draconian restrictions.

UFMP is misleading. Carmel does not have an Urban Forest but instead an Urbanized Forest, meaning it is an ecosystem that predated human settlement. Urban Forests can follow any preferences indicated, say, in a questionnaire. Urbanized Forests should follow their original composition. Period.

Water usage and cost. If trees are not naturally occurring for the region they shouldn't be here.

Checking on health of trees to ensure minimum damage during storms and to keep the forest looking healthy

Diseased/dead trees should be able to be removed without such a lengthy process.

Maintaining and enhancing our urban forest
fire mitigation

It is all about the right tree in the right place. You can always replace a tree but it needs to be the right tree. No high canopy trees by transformers and wires. High canopy trees in parks and trails.

Ease the process and cost of removing old trees on private property.

The health of a Urban Forest

preserving upper tree canopy - plant more trees, make sure they're watered & pruned properly & that property owners comply

Removing dangerous dying trees

How to balance urban forest best practices recommendation for a more diverse forest while maintaining Carmel's signature iconic beauty and high concentration of pines and oak species; how do we shape the plan so these exist in harmony?

Removal of Monterey pines

Removal of dying trees with power lines running thru

Maintain healthy native forest

Assessing state of diseased/dying trees and replacing them. UFMP needs to be strong and make decisions.

Fire risk (tree rules should accommodate Firewise certification) and life safety (old Monterey Pines are too tippy to be in residential areas).

Poor distribution. I have 3 high canopy. Neighbor none. Conflicting requirements.
fire hazards

Maintain its natural history

Maintain and protect trees healthy

safety, when replanting new trees and pruning existing ones

(1) Homeowners should have more say over trees in the public right of way abutting their property.
(2) There needs to be more flexibility -- just because a limb is 4" in diameter does not mean it should never be allowed to be cut or trimmed. If that tree is replaced elsewhere on the site, that should qualify.

Trimming and maintaining our existing trees.

Maintain the forest and protect trees.

Preserving and enhancing treescape (upper and lower) canopy.

a balance between trees and homes - there isn't one; it seems that priorities are: 1) trees, 2) dogs, 3) people

Tree limbs on electric lines

Tree maintenance and health

Dead trees

Safety which has largely been ignored on a proactive basis

Fire danger. Residents cannot get insurance.

preserving as many trees as possible

Recognizing that ocean view is valuable and trees can still be in abundance.

Caring for the trees and replanting trees after we lose one.

Keeping the forest healthy and in balance. Fire prevention measures where possible.

Mitigate potential storm damage.

Safety

removing dead branches and trimming; including B & B's should do but some do not.

Plant more trees in replacing the ones that are drying.

Dead wood and fire hazardous trees.

Fire safety AND the removal of private over-aged trees

Tree health

Tree removal because a homeowner wants a better view or a bigger house.

Safety first.

Be reasonable about requiring trees removed be replaced.

Clean-up

Public and private trees be maintained. Fire and Storms are my largest concern.

Maintaining Treesd

build 'budget-proof' plan for long term maintenance of urban forest.

Safety

Safety & Maintenance to avoid Power Outages & Fires!!!

Replace trees that were removed. Reduce fire danger by removing debris and dead trees.

Trim remove dangerous trees/limbs that have a high likelihood of causing harm to life, people/wildlife and homes where it could cause insurance claims.

Safety/fire

residents cutting down trees for "safety"

increase employees

Trees are being planted and are dying

Maintenance & preservation on scenic

Thinning out the oldest Monterey pines before they cause more damage.

Diversify the upper canopy species and improve maintenance

Upper canopy tree failure

Increase planting of new larger young trees

supervision

Storm safety & and removal of older pines.

Maintain forest, plant significant size trees, water replacements, and protect all healthy trees.

Protect trees and fire risk by putting power lines underground.

Removal of trees, homeowners decide how many trees on property.

The dead and dying and aged trees

Planting new trees

Inspecting and pruning city trees, eliminate permit fees for removal of dead trees on private properties.

Planting and maintaining upper canopy trees.

Constantly surveying trees in danger of falling or are sick.

A effective strategy for the long term preservation of our urban forest and a plan for how will keep both the forest and the people living here safe and healthy.

Making everyone face the same consequence for removing trees; keep as many trees as possible as healthy as possible.

Stop with this survey by dividing everyone in Carmel asking about the 500 year old trees

Fire and storm safety

Trees that endanger safety of people, property and fire hazards

Safety of property from tree hazards.

Potential damage/fires caused by old trees

As long as each property has 4 canopy trees per 4000 sqft no replacement but if less than 4, replacement or required planting for ANY permit

Aging large trees

Fire mitigation and tree maintenance

Replacing non natives

Using correct trees for location. What will it look like in 50 years

Tree damage

Observe tree for age and danger of falling

Tree disease, limbing and planting

stumps, watering, trimming, maintenance

Fire and storm danger

Safely preserve and foster native trees

Maintenance

Provide homeowners with clear guidance for tree care. Old upper canopy trees should be resistograph tested and removed/replaced to reduce risk of property damage or injury. The requirement for 2 upper canopy trees seems excessive though. Our Monterey Cypress had a diameter of 7 feet and dominated the back yard, leaving no room for a second large tree.

Maintain upper canopy native trees.

Replacing Monterey pine with lower canopy trees or more stable redwood trees.

fire danger

Easier to remove trees over homes

Permit costs to remove trees.

Removal of aged diseased pines so they do not remove themselves during storms or simply fail. Eventuality a death or serious injury will occur

To revive and restore our urbanized Monterey Pine Forest as described and mandated in our general plan and supported in our Municipal Codes.

The upper canopy trees are coming to the ends of their lives and there are very few middle-aged trees to take their places. Seedlings should have been planted long ago...but it is never too late to get some in the ground. Also, there should be more of a variety of trees so that if pest take some varieties down, others will survive.

Routine maintenance so we don't lose the trees we have and before they do damage during stormy season.

Need to plant and maintain native trees and not non-natives. The more canopy the better.

No response provided

Explain the history & true nature of the CBTS's "urbanized" native forest and how it should be preserved, maintained & enhanced. Duplicate (retain) the information, goals, policies & programs. Include an accurate and appropriate tree & plant list with recognition of this native forest with a very unique ecosystem.

Work with PG&E to protect power delivery to the extent possible within our urban forest environment.

No response provided

Upper canopy is unworkable and avoids much use of the native Live Oak which is well liked. Better to add oak to upper canopy or go to small, medium + large as Sara suggested. Needs to be more varied trees including ones that flower or have fall colors. Views are important!! Tourist and locals value beach + ocean over tall trees. Number of pine need to be reduced and tall,.

No response provided

Maintaining our trees in a timely manner.

Removing trees that could potentially cause damage to property. Remove all the stumps including partial trees with high voltage overhead wires attached. Remove stump from 10th Ave beach access path. Thank you!

Proper care/maintenance of trees surrounding residents.

We live in a village with beautiful old trees that were never maintained or allowed to be removed when neighbors and homeowners begged. Protect our trees yes, but remember humans live underneath them.

To revive and restore our part of the Monterey native pine forest. The General Plan of Carmel describes this sufficiently.

No response provided

Routine maintenance so we don't lose the trees we have and before they do damage during stormy season.

Fairness to property owners. Choice of public tree variety maintenance of public trees.

Having undergrounding of our power lines...it is very dangerous having it where trees can cause fires.

Plant a variety of trees, move away from Pines (dangerous) and Cypress (messy!). It doesn't make sense to keep planting the same type of trees (Pines in particular) that are not going to do well with climate change.

Getting unbiased people on their committee. This survey has bias in it. Maintaining our trees for aesthetic beauty

Maintenance of current trees on Public Property.

Prevent tree problems during storms by better maintenance and removal. Use a "common sense" approach to replacing trees. That is, don't plant a tree in the middle of the street (ie 4th betw. Torres & Santa Fe)

Tree health and care

Get rid of the Monterey Pines and replace them with Cypress and Coastal Oaks

Carmel is beautiful because it is gloriously green because of Monterey Pines and its adjacent greenery. That's why I moved to Carmel.

no response given

The city stop planting more trees and start maintaining the trees we already have.

The plan should address tree limbs failure and pruning away from power/cable lines. It should also address infrastructure weakness where roots are causing safety issues on sidewalks & gathering spaces.

Adopt a plan that is safe and affordable.

The most important issue that the UFMP should address is the proper maintenance of the forest, keeping the trees healthy to protect safety of the citizens.

Chaparral and meadows are Carmel's native habitat. Historic photos show as late as the 1920s trees were not a significant natural part of Carmel's environment. Carmel's man made forest has unintentionally become a serious hazard.



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

December 14, 2023
ORDERS OF BUSINESS

TO: Forest and Beach Commissioners

SUBMITTED BY: Mark Shurvinton Bradley

SUBJECT: Updated Forest and Beach Commission Rules of Procedure.

RECOMMENDATION:

Review and adopt the Updated Forest and Beach Commission Rules of Procedure.

BACKGROUND/SUMMARY:

The current Forest and Beach Commission Rules of Procedure were adopted in December 2002.

At the November 9, 2023 Commission meeting, the Director of Public Works facilitated a discussion about potential updates to the Rules of Procedure, including multiple changes suggested by staff.

The Commission reviewed each page of the document and requested additional changes be made to the Rules of Procedure. The Commission also directed staff to return in December with a revised draft for final review and adoption.

Attachment 1 includes the updated Rules of Procedure in a redline/strikeout format. There are also four (4) additional changes now recommended by staff, shown in blue on pages 7, 9, and 11, that will be discussed at the December 14, 2023 meeting. These last-minute additional changes resulted from the November 9th meeting discussion (first change on page 7 and on page 9), as well as two administrative items not previously considered by staff (second change on page 7 and on page 11).

Attachment 2 is the final, clean version of the Rules of Procedure proposed for adoption by the Forest and Beach Commission at the December 14, 2023 meeting. If adopted, the Rules of Procedure will go into effect at the next meeting in January 2024. These Rules of Procedure would then be subject to review and updates in three to five years.

ENVIRONMENTAL EVALUATION

This action does not constitute a project within the meaning of the California Environmental Quality Act under Public Resources Code Section 21065. It has no potential to cause either a direct physical change in

the environment or a reasonably foreseeable indirect physical change in the environment and, therefore, does not require environmental review.

FISCAL IMPACT:

There is no impact for this administrative matter.

ATTACHMENTS:

Attachment 1- Updated Forest and Beach Commission Rules of Procedure- Redline Version

Attachment 2- Updated Forest and Beach Commission Rules of Procedure- Clean Version

CITY OF CARMEL-BY-THE-SEA**FOREST AND BEACH COMMISSION RULES OF PROCEDURE****(Approved ~~12/5/2002~~ 12/14/2023)****I. ORGANIZATION, OFFICERS, AND COMMITTEES****A. Organization**

The Forest and Beach Commission shall consist of five members, ~~residents of Carmel-by-the-Sea, and~~ appointed by the City Council. A two-thirds majority of the members of the Forest and Beach Commission shall be residents of the City, and the remainder may be residents of the City's sphere of influence. The Forest and Beach Commission shall be organized and exercise such powers as prescribed by the City of Carmel-by-the-Sea Municipal Code.

B. Duties and Powers of the Forest and Beach Commission

The Forest and Beach Commission, of the City of Carmel-by-the-Sea, shall have the following power and responsibilities:

1. To develop, with the City Forester, a management plan for the urban forest, parks and beach to correlate such plans with the City's General Plan.
2. To consider and act on applications for tree-trimming and tree removal and on matters involving construction in which root-cutting or root crown coverage is involved.
3. To advise the City Council or other government instrumentalities of the City with respect to specific items of management and technical forestry and beach matters, including the introduction of new species into the urban forest or the elimination of existing species.
4. To provide publicity in regard to the problems of the urban forest, including public information program concerning care of forest resources, as well as cooperation with school programs on conservation and the like.
5. To encourage gifts, bequests and devises to be made to the City in furtherance of any present or future object or project associated with the Commission.
6. To review ~~landscape~~ plans and submit comments to the Planning Commission as requested from time to time by the Department of Community Planning and Building

Forest and Beach Commission
Rules of Procedure
Page 2

7. To advise the City Council or other government instrumentalities of the City on the preservation, enhancement, protection and care of the Camel-by-the-Sea beach and waterfront area.
8. Upon referral from the City Council, to review and recommend to the City Council possibly official positions on proposals in the City, the City's Sphere of Influence, or any wider area, which impact the natural environment of the area.

C. Officers

1. Selection

- a. A Chair~~man~~ and Vice-Chair~~man~~ shall be elected annually in May from among the Commission's membership at the beginning of the annual meeting to serve at the pleasure of the Commission. The annual meeting shall be scheduled for the same meeting at which any new, regular-term Commissioners are seated.
- b. The elections process commences with individual Commissioners nominating candidates until a motion is made, seconded and approved to close nominations. At the conclusion of any discussion, the roll is called alphabetically and each Commissioner votes for one of the nominated candidates until one is elected by simple majority. The newly elected or reelected Chair~~man~~ takes the Chair's seat and repeats this process for the Vice Chair~~man~~.
- c. The Vice-Chair~~man~~ shall succeed the Chair~~man~~ if he/she vacated his/her office before his/her term is completed, the Vice-Chair~~man~~ to serve the un-expired term of the vacated office. A new Vice Chair~~man~~ shall be elected at the next regular meeting.
- d. In the absence of the Chair~~man~~ and Vice-Chair~~man~~, any other member shall call the Commission to order, whereupon a Chair~~man~~ shall be elected from the members present to preside.
- e. The terms of office of the Chair~~man~~ and Vice-Chair~~man~~ shall not exceed two (2) consecutive terms.

Forest and Beach Commission
Rules of Procedure
Page 3

2. Responsibilities

The responsibilities and powers of the officers of the Forest and Beach Commission shall be as follows:

a. Chair~~man~~

- i. Preside at all meetings of the Commission.
- ii. Call special meetings of the Commission.
- iii. Sign all documents of the Commission.
- iv. See that all actions of the Commission are properly taken.
- v. Assist staff in determining agenda items.
- vi. Appoint members for all standing and Ad Hoc Committees.
- vii. Act as parliamentarian, in consultation with the City Attorney.

b. Vice-Chair~~man~~

During the absence, disability, or disqualification of the Chair~~man~~ the Vice-Chair~~man~~ shall exercise or perform all the duties and be subject to all responsibilities of the Chair~~man~~.

c. Ad Hoc Committees and Sub-Committees

The Chair~~man~~ may appoint Ad Hoc Committees and Subcommittees to study matters coming before the Commission, provided such appointments and the purpose of such Committee are made a matter of record in the minutes of the Commission.

- i. Subcommittee appointments and a designated staff member are to be made by the Chair~~man~~ and City Forester respectively and announced at a regular Forest and Beach Commission meeting so that the appointments will be documented in the minutes.
- ii. Subcommittees established for a single, limited purpose and duration shall be considered Ad Hoc and therefore not subject to the Brown Act.

Forest and Beach Commission
Rules of Procedure
Page 4

- i. Subcommittees are to work with assigned staff and prepare subcommittee work products or review the research and draft text prepared by staff.
- ii. The first task of each subcommittee is to prepare a Scope of Work report for Commission approval which describes the issue to be addressed, the tasks and process to be used and the anticipated work products.
- iii. All subcommittee meetings are to be conducted at City Hall unless a larger venue is required (for public workshops, etc.) or when field trips are required.
- iv. Subcommittees shall make monthly oral progress reports to the full Commission at regular meetings.

II. CONDUCT OF MEETINGS

A. Rules of Order

Except as otherwise stated in these Rules of Procedure or Municipal Code, Roberts Rules of Order, Newly Revised shall be used as a guide to the conduct of the meetings of the Forest and Beach Commission, provided, however, that the failure of the Commission to conform to said rules of order shall not, in any instance, be deemed to invalidate the action taken.

- ### B. Individual meetings between Commissioners and applicants of pending requests outside the public meeting of the Forest and Beach Commission is discouraged.

C. Public Meetings

All meetings of the Forest and Beach Commission and committees of the Forest and Beach Commission shall be held in full compliance with the provisions of the Brown Act (California Government Code, Section 54954.2), the Municipal Code, and these Rules of Procedure

Forest and Beach Commission
Rules of Procedure
Page 5

D. Regular Meetings

1. Regular meetings shall be held on the ~~first~~second Thursday of each month in the Council Chambers of City Hall unless otherwise determined by the Commission. Public Hearings shall commence at 2:30 P.M. or as soon as thereafter as possible unless otherwise determined by the Commission ~~and conclude no later than 6:00 P.M.~~ The Tour of Inspection shall be scheduled prior to the Public Hearings at a time determined to be necessary based on the length of the Tour.
2. Whenever a regular meeting falls on a public holiday, no regular meeting shall be held on that day. Such regular meeting may be rescheduled to another business day or canceled by motion adopted by the Forest and Beach Commission.

E. Adjourned Meetings

In the event it is the wish of the Forest and Beach Commission to adjourn its meeting to a certain hour on another day, a specific date, time and place must be set by the Commission prior to the regular motion to adjourn.

F. Special Meetings

Special meetings for the purposes of conducting study sessions or workshops may be held at any time upon the call of the Chair~~man~~ or by a majority of the voting members of the Commission or upon request of the City Council following at least twenty-four hours notice to each Commission member and to the press. The time and place of the special meeting shall be determined by the convening authority.

H. Tours of Inspection

The Tour of Inspection shall include all project sites listed on the agenda. The Forest and Beach Commission may determine at the beginning of each meeting ~~(prior to departing on the Tour of Inspection)~~ that one or more site visits listed on the agenda are not necessary. All Forest and Beach Commission members shall participate in the Tour of Inspection in order to be fully informed of the application site conditions.

Forest and Beach Commission
Rules of Procedure
Page 6

I. Agenda

1. An agenda for each meeting of the Commission shall be prepared by the City Forester and the Director of Public Works. The Chair, Vice-Chair, ~~and~~ City Forester and Director of Public Works shall review the order of the agenda to ensure that those items of highest interest to the general public are placed at the front of the agenda. The number of applications to be considered on the agenda will be determined based on the nature and complexities of the projects, other priorities in the Forest and Beach Commissions work program and what can reasonably be considered in a ~~twethree~~-and-~~one~~-one-half-hour meeting.
2. The agenda for all regularly scheduled meetings shall be posted seventy-two (72) hours in advance.
3. All agendas shall be posted at City Hall, in the Library, and at the Post Office and extra copies placed in the Forest, Parks and Beach bin at the Post Office.
4. The agenda for a special meeting shall be posted twenty-four (24) hours in advance and at the same locations as for regularly scheduled meetings.
5. Each agenda shall contain a brief description of the item to be discussed.
6. Any item may be placed on a future agenda when requested by ~~two~~one Forest and Beach Commissioners.

J. Order of Meeting

1. The order of items shall be based on the complexity and importance of the items. Generally, the order of business shall be as follows:
 - a. The Commission shall conduct a Tour of Inspection.
 - ~~a.b.~~ The Chair~~man~~ shall take the chair at the hour appointed for the meeting and call the meeting to order.
 - ~~b.c.~~ Members present and absent shall be recorded.
 - ~~c. The Commission shall conduct a Tour of Inspection~~
 - d. The Chair~~man~~ shall lead those present in the pledge of allegiance to the flag.

Forest and Beach Commission
Rules of Procedure
Page 7

- e. Public appearances. Comments from the audience will be received on any item not before the Forest and Beach Commission.
 - f. Extraordinary Business. Any special presentations, awards, resolutions of Appreciation or other matters of community interest shall be conducted.
 - g. The Commission shall hear and act upon those proposals scheduled for consideration on a Public Hearing/Tour of Inspection Regular Calendar.
 - h. The Commission shall then hear and act upon those proposal scheduled for consideration at a regular public hearing.
 - i. The Commission shall consider any items pulled from the Regular and Public Hearing Consent Calendars.
 - j. The Commission may recess for fifteen minutes. No recess shall occur except between scheduled agenda items.
 - k. All other applications not requiring public hearing shall then be heard. No action can be taken on items unless they appear on the agenda. (California Government Code, Section 54954.2).
 - l. Any matters of administration of the Commission, monthly subcommittee reports, determinations and appeals of administrative determinations shall be brought forward.
 - m. Adjournment. The Forest and Beach Commission will adjourn ~~no later than 6:00 p.m.~~ within three-and-one-half hours of the start time, unless by a majority vote the Commission elects to continue. All items not receiving action shall be continued to the next regular meeting or to a special meeting.
2. The following shall be the order of procedure for public hearings concerning tree removal-trimming applications matters:
- a. The Chair~~man~~ shall announce the subject of the public hearing as advertised.

If a request is made for continuance, a motion may be made and voted upon to continue the public hearing to a definite time and date. If a continuation date cannot be determined, the motion shall be made to a date uncertain.

Forest and Beach Commission
Rules of Procedure
Page 8

- b. The staff shall be asked to present the substance of the application, staff or committee report and recommendation, and to answer questions of the Commission. Any letters received before the hearing are entered into the record.
- c. The Chair~~man~~ shall open the public hearing.
- d. Order of testimony. The order of testimony shall be as follows.

The Chair can establish shorter speaking times prior to each public hearing if the length of the Agenda or the number of speakers to be heard so warrants.

- i. Applicant's statement (3-5 minutes).
 - ii. Public input on the issue being heard (3 minutes per speaker).
 - iii. Applicant (3 minutes).
 - iv. Public hearing is closed.
- e. The Commission shall then deliberate and either determine the matter or continue to another date and time certain. The Commission may ask questions of the applicant without re-opening the hearing to all speakers. The public hearing must be reopened if a new issue is raised. If the public hearing is reopened, all interested parties shall be heard.
- f. If a motion is made and seconded that would alter a project or add new conditions not contained in the written staff report, the Chair~~man~~ shall allow the applicant to state for the record whether such change is accepted or opposed by the applicant prior to a vote being taken. The Commission may then approve or reject the motion.

3. Rules of Testimony

- a. 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 in the minutes of the meeting.

Forest and Beach Commission
Rules of Procedure
Page 9

- b. If there are numerous people in the audience who wish to participate on the issue, and it is known that all represent the same opinion, a spokesperson should be encouraged to speak for the entire group. The spokesperson will then have the opportunity of speaking for a reasonable length of time and of presenting a complete case.
 - c. The Chair~~man~~ may limit the time of testimony to not more than three minutes on a particular issue by each individual.
 - d. No person or Commissioner shall address the Commission without first securing the permission of the Chair to do so.
 - e. All comments shall be addressed to the Commission as a whole. All questions shall be placed through the Chair.
 - f. The Chair~~man~~ may re-open the hearing for public testimony at any time for the purpose of obtaining new information. It is not necessary to reopen a public hearing to ask questions of the project applicant.
4. Items may be continued by the Forest and Beach Commission for the following reason:
- a. The application was incomplete, or the Forest and Beach Commission requests that the application be considered by the Community Planning and Building Department and/or the Planning Commission before making a final decision.
 - b. The applicant or their representative is absent from the meeting and did not authorize the Forest and Beach Commission to act in their absence.
 - c. The applicant could not appear at the meeting and has requested that the item be continued.
 - d. The application is revised by the applicant during the meeting.
 - e. The Forest and Beach Commission requires additional information during the meeting.
 - f. f. New information or issues come to light during the meeting that need further study.

Forest and Beach Commission
Rules of Procedure
Page 10

g. The Forest and Beach Commission requests that the application be revised.

K. Voting

1. Voting Requirements

- a. A quorum shall consist three (3) members of the Commission, except when the Commission is acting on an appeal of an administrative decision when a quorum shall be four (4) members.
- b. The affirmative vote of a majority of the Commission present is necessary to take any action.
- c. When a member disqualifies him/herself from voting because of a potential conflict of interest, the Commissioner shall ~~be considered absent from the meeting~~leave the voting area.
- d. Should the number of Commissioners abstaining for a conflict of interest together with absences for other reasons disrupt the quorum, the issue shall be continued to the next regular meeting. When the number of Commissioners abstaining solely for a conflict of interest disrupts the quorum and there exists no alternative source for decision, participation by a member with conflict shall be allowed pursuant to California Government Section 87100 et seq.

2. Disqualification from Voting

- a. A Commissioner shall disqualify him/herself from debate, discussion and voting on any matter before the Commission when there is an appearance of a conflict of interest. When a person disqualifies him/herself prior to the consideration of such matter by the Commission, the Commissioner shall state that he/she is disqualifying him/herself due to a conflict of interest, shall state the conflict, and then leave the voting area.
- b. If a Commissioner is in doubt as to whether or not a conflict of interest exists, the matter of conflict shall be referred to the City Attorney for his opinion.

The Secretary of the Commission shall record in the minutes the time when a Forest and Beach Commissioner steps down and when he/she returns to the podium.

Forest and Beach Commission
Rules of Procedure
Page 11

3. Abstentions

A Commissioner may be permitted to abstain from voting because of unpreparedness on an issue before the Commission. All votes of a member who disqualifies him/herself shall be recorded as an abstention. If a Commissioner participates in the proceedings on a matter and then abstains from voting, the vote shall be recorded as an affirmative vote on the motion.

4. Voting Order

The order of voting shall be ~~random~~ alphabetical, with the exception of the Chair~~man~~, who shall vote last.

5. Recording of Votes

The minutes of the Commission's proceedings shall show the vote of each member including whether they were absent or failed to vote on a matter considered.

III. APPLICATION PROCESSING

- A. All applications shall be submitted to ~~the office of Forest, Parks and Beach~~ the Public Works Forestry Division via intake at the Community Planning and Building Department, in compliance with the submittal requirements for each specific application. All evidence shall be submitted before the application is determined complete.
- B. Only one (1) application at a time shall be officially received and processed for a specific location.
- C. All applications will be reviewed by staff and will not be further processed until the application has been determined by the staff to be complete. The staff will be responsible for informing the applicant of the deficiencies in the application within fifteen (15) working days of receipt of the application.
- D. All staff reports and supporting information shall be reviewed and signed off by the originator of the report and the City Forester.
- E. When an application is determined to be complete, the application will be scheduled for Commission review.

Forest and Beach Commission
Rules of Procedure
Page 12

- F. Any information received after the Forest and Beach Commission agenda packet has been distributed may be the basis for continuation of the application
- G. Any application continued for a second time at the applicant's request shall not be continued again but will be re-noticed and advertised for a future Forest and Beach Commission hearing.

IV. APPEALS AND RECONSIDERATION

- A. Any appeal to the City Council from a decision of the Forest and Beach Commission must be made by filing a notice of appeal within five (5) working days with the City Clerk.
- B. Any Commission member who voted on the prevailing side of a decision may request within five (5) working days of the decision that the matter be reconsidered. The question of whether the action should be considered will be placed on the next Forest and Beach Commission meeting.
- C. Any applicant may request that a Forest and Beach Commission decision be reconsidered by the Commission. Requests for reconsideration must be made in writing within five (5) working days of the Commission's action and state the specific error or omission committed by the Commission in the decision, or provide additional, relevant information not considered by the Commission.

V. REVIEW AND AMENDMENTS PROCEDURE

- A. These Rules of Procedure shall be reviewed annually every 3-5 years.
- B. These Rules of Procedure may be amended or suspended at any meeting of the Forest and Beach Commission by a majority of the members.

CITY OF CARMEL-BY-THE-SEA

FOREST AND BEACH COMMISSION RULES OF PROCEDURE (Approved 12/14/2023)

I. ORGANIZATION, OFFICERS, AND COMMITTEES

A. Organization

The Forest and Beach Commission shall consist of five members appointed by the City Council. A two-thirds majority of the members of the Forest and Beach Commission shall be residents of the City, and the remainder may be residents of the City's sphere of influence. The Forest and Beach Commission shall be organized and exercise such powers as prescribed by the City of Carmel-by-the-Sea Municipal Code.

B. Duties and Powers of the Forest and Beach Commission

The Forest and Beach Commission, of the City of Carmel-by-the-Sea, shall have the following power and responsibilities:

1. To develop, with the City Forester, a management plan for the urban forest, parks and beach to correlate such plans with the City's General Plan.
2. To consider and act on applications for tree-trimming and tree removal and on matters involving construction in which root-cutting or root crown coverage is involved.
3. To advise the City Council or other government instrumentalities of the City with respect to specific items of management and technical forestry and beach matters, including the introduction of new species into the urban forest or the elimination of existing species.
4. To provide publicity in regard to the problems of the urban forest, including public information program concerning care of forest resources, as well as cooperation with school programs on conservation and the like.
5. To encourage gifts, bequests and devises to be made to the City in furtherance of any present or future object or project associated with the Commission.
6. To review plans and submit comments to the Planning Commission as requested from time to time by the Department of Community Planning and Building

Forest and Beach Commission
Rules of Procedure
Page 2

7. To advise the City Council or other government instrumentalities of the City on the preservation, enhancement, protection and care of the Camel-by-the-Sea beach and waterfront area.
8. Upon referral from the City Council, to review and recommend to the City Council possibly official positions on proposals in the City, the City's Sphere of Influence, or any wider area, which impact the natural environment of the area.

C. Officers

1. Selection

- a. A Chair and Vice-Chair shall be elected annually in May from among the Commission's membership at the beginning of the annual meeting to serve at the pleasure of the Commission. The annual meeting shall be scheduled for the same meeting at which any new, regular-term Commissioners are seated.
- b. The elections process commences with individual Commissioners nominating candidates until a motion is made, seconded and approved to close nominations. At the conclusion of any discussion, the roll is called alphabetically and each Commissioner votes for one of the nominated candidates until one is elected by simple majority. The newly elected or reelected Chair takes the Chair's seat and repeats this process for the Vice Chair.
- c. The Vice-Chair shall succeed the Chair if he/she vacated his/her office before his/her term is completed, the Vice-Chair to serve the un-expired term of the vacated office. A new Vice Chair shall be elected at the next regular meeting.
- d. In the absence of the Chair and Vice-Chair, any other member shall call the Commission to order, whereupon a Chair shall be elected from the members present to preside.
- e. The terms of office of the Chair and Vice-Chair shall not exceed two (2) consecutive terms.

Forest and Beach Commission
Rules of Procedure
Page 3

2. Responsibilities

The responsibilities and powers of the officers of the Forest and Beach Commission shall be as follows:

a. Chair

- i. Preside at all meetings of the Commission.
- ii. Call special meetings of the Commission.
- iii. Sign all documents of the Commission.
- iv. See that all actions of the Commission are properly taken.
- v. Assist staff in determining agenda items.
- vi. Appoint members for all standing and Ad Hoc Committees.
- vii. Act as parliamentarian, in consultation with the City Attorney.

b. Vice-Chair

During the absence, disability, or disqualification of the Chair the Vice-Chair shall exercise or perform all the duties and be subject to all responsibilities of the Chair.

c. Ad Hoc Committees and Sub-Committees

The Chair may appoint Ad Hoc Committees and Subcommittees to study matters coming before the Commission, provided such appointments and the purpose of such Committee are made a matter of record in the minutes of the Commission.

- i. Subcommittee appointments and a designated staff member are to be made by the Chair and City Forester respectively and announced at a regular Forest and Beach Commission meeting so that the appointments will be documented in the minutes.
- ii. Subcommittees established for a single, limited purpose and duration shall be considered Ad Hoc and therefore not subject to the Brown Act.

Forest and Beach Commission
Rules of Procedure
Page 4

- i. Subcommittees are to work with assigned staff and prepare subcommittee work products or review the research and draft text prepared by staff.
- ii. The first task of each subcommittee is to prepare a Scope of Work report for Commission approval which describes the issue to be addressed, the tasks and process to be used and the anticipated work products.
- iii. All subcommittee meetings are to be conducted at City Hall unless a larger venue is required (for public workshops, etc.) or when field trips are required.
- iv. Subcommittees shall make monthly oral progress reports to the full Commission at regular meetings.

II. CONDUCT OF MEETINGS

A. Rules of Order

Except as otherwise stated in these Rules of Procedure or Municipal Code, Roberts Rules of Order, Newly Revised shall be used as a guide to the conduct of the meetings of the Forest and Beach Commission, provided, however, that the failure of the Commission to conform to said rules of order shall not, in any instance, be deemed to invalidate the action taken.

- ### B. Individual meetings between Commissioners and applicants of pending requests outside the public meeting of the Forest and Beach Commission is discouraged.

C. Public Meetings

All meetings of the Forest and Beach Commission and committees of the Forest and Beach Commission shall be held in full compliance with the provisions of the Brown Act (California Government Code, Section 54954.2), the Municipal Code, and these Rules of Procedure

Forest and Beach Commission
Rules of Procedure
Page 5

D. Regular Meetings

1. Regular meetings shall be held on the second Thursday of each month in the Council Chambers of City Hall unless otherwise determined by the Commission. Public Hearings shall commence at 2:30 P.M. or as soon as thereafter as possible unless otherwise determined by the Commission. The Tour of Inspection shall be scheduled prior to the Public Hearings at a time determined to be necessary based on the length of the Tour.
2. Whenever a regular meeting falls on a public holiday, no regular meeting shall be held on that day. Such regular meeting may be rescheduled to another business day or canceled by motion adopted by the Forest and Beach Commission.

E. Adjourned Meetings

In the event it is the wish of the Forest and Beach Commission to adjourn its meeting to a certain hour on another day, a specific date, time and place must be set by the Commission prior to the regular motion to adjourn.

F. Special Meetings

Special meetings for the purposes of conducting study sessions or workshops may be held at any time upon the call of the Chair or by a majority of the voting members of the Commission or upon request of the City Council following at least twenty-four hours notice to each Commission member and to the press. The time and place of the special meeting shall be determined by the convening authority.

H. Tours of Inspection

The Tour of Inspection shall include all project sites listed on the agenda. The Forest and Beach Commission may determine at the beginning of each meeting that one or more site visits listed on the agenda are not necessary. All Forest and Beach Commission members shall participate in the Tour of Inspection in order to be fully informed of the application site conditions.

Forest and Beach Commission
Rules of Procedure
Page 6

I. Agenda

1. An agenda for each meeting of the Commission shall be prepared by the City Forester and the Director of Public Works. The Chair, Vice-Chair, City Forester and Director of Public Works shall review the order of the agenda to ensure that those items of highest interest to the general public are placed at the front of the agenda. The number of applications to be considered on the agenda will be determined based on the nature and complexities of the projects, other priorities in the Forest and Beach Commissions work program and what can reasonably be considered in a three-and-one-half-hour meeting.
2. The agenda for all regularly scheduled meetings shall be posted seventy-two (72) hours in advance.
3. All agendas shall be posted at City Hall, in the Library, and at the Post Office and extra copies placed in the Forest, Parks and Beach bin at the Post Office.
4. The agenda for a special meeting shall be posted twenty-four (24) hours in advance and at the same locations as for regularly scheduled meetings.
5. Each agenda shall contain a brief description of the item to be discussed.
6. Any item may be placed on a future agenda when requested by one Forest and Beach Commissioner.

J. Order of Meeting

1. The order of items shall be based on the complexity and importance of the items. Generally, the order of business shall be as follows:
 - a. The Commission shall conduct a Tour of Inspection.
 - b. The Chair shall take the chair at the hour appointed for the meeting and call the meeting to order.
 - c. Members present and absent shall be recorded.
 - d. The Chair shall lead those present in the pledge of allegiance to the flag.

Forest and Beach Commission
Rules of Procedure
Page 7

- e. Public appearances. Comments from the audience will be received on any item not before the Forest and Beach Commission.
 - f. Extraordinary Business. Any special presentations, awards, resolutions of Appreciation or other matters of community interest shall be conducted.
 - g. The Commission shall hear and act upon those proposals scheduled for consideration on a Public Hearing/Tour of Inspection Regular Calendar.
 - h. The Commission shall then hear and act upon those proposal scheduled for consideration at a regular public hearing.
 - i. The Commission shall consider any items pulled from the Regular and Public Hearing Consent Calendars.
 - j. The Commission may recess for fifteen minutes. No recess shall occur except between scheduled agenda items.
 - k. All other applications not requiring public hearing shall then be heard. No action can be taken on items unless they appear on the agenda. (California Government Code, Section 54954.2).
 - l. Any matters of administration of the Commission, monthly subcommittee reports, determinations and appeals of administrative determinations shall be brought forward.
 - m. Adjournment. The Forest and Beach Commission will adjourn within three-and-one-half hours of the start time, unless by a majority vote the Commission elects to continue. All items not receiving action shall be continued to the next regular meeting or to a special meeting.
2. The following shall be the order of procedure for public hearings concerning tree removal-trimming applications matters:
- a. The Chair shall announce the subject of the public hearing as advertised.

If a request is made for continuance, a motion may be made and voted upon to continue the public hearing to a definite time and date. If a continuation date cannot be determined, the motion shall be made to a date uncertain.

Forest and Beach Commission
Rules of Procedure
Page 8

- b. The staff shall be asked to present the substance of the application, staff or committee report and recommendation, and to answer questions of the Commission. Any letters received before the hearing are entered into the record.
- c. The Chair shall open the public hearing.
- d. Order of testimony. The order of testimony shall be as follows.

The Chair can establish shorter speaking times prior to each public hearing if the length of the Agenda or the number of speakers to be heard so warrants.

- i. Applicant's statement (3-5 minutes).
 - ii. Public input on the issue being heard (3 minutes per speaker).
 - iii. Applicant (3 minutes).
 - iv. Public hearing is closed.
- e. The Commission shall then deliberate and either determine the matter or continue to another date and time certain. The Commission may ask questions of the applicant without re-opening the hearing to all speakers. The public hearing must be reopened if a new issue is raised. If the public hearing is reopened, all interested parties shall be heard.
- f. If a motion is made and seconded that would alter a project or add new conditions not contained in the written staff report, the Chair shall allow the applicant to state for the record whether such change is accepted or opposed by the applicant prior to a vote being taken. The Commission may then approve or reject the motion.

3. Rules of Testimony

- a. 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 in the minutes of the meeting.

Forest and Beach Commission
Rules of Procedure
Page 9

- b. If there are numerous people in the audience who wish to participate on the issue, and it is known that all represent the same opinion, a spokesperson should be encouraged to speak for the entire group. The spokesperson will then have the opportunity of speaking for a reasonable length of time and of presenting a complete case.
 - c. The Chair may limit the time of testimony to not more than three minutes on a particular issue by each individual.
 - d. No person or Commissioner shall address the Commission without first securing the permission of the Chair to do so.
 - e. All comments shall be addressed to the Commission as a whole. All questions shall be placed through the Chair.
 - f. The Chair may re-open the hearing for public testimony at any time for the purpose of obtaining new information. It is not necessary to reopen a public hearing to ask questions of the project applicant.
4. Items may be continued by the Forest and Beach Commission for the following reason:
- a. The application was incomplete, or the Forest and Beach Commission requests that the application be considered by the Community Planning and Building Department and/or the Planning Commission before making a final decision.
 - b. The applicant or their representative is absent from the meeting and did not authorize the Forest and Beach Commission to act in their absence.
 - c. The applicant could not appear at the meeting and has requested that the item be continued.
 - d. The application is revised by the applicant during the meeting.
 - e. The Forest and Beach Commission requires additional information during the meeting.
 - f. New information or issues come to light during the meeting that need further study.

Forest and Beach Commission
Rules of Procedure
Page 10

- g. The Forest and Beach Commission requests that the application be revised.

K. Voting

1. Voting Requirements

- a. A quorum shall consist three (3) members of the Commission, except when the Commission is acting on an appeal of an administrative decision when a quorum shall be four (4) members.
- b. The affirmative vote of a majority of the Commission present is necessary to take any action.
- c. When a member disqualifies him/herself from voting because of a potential conflict of interest, the Commissioner shall leave the voting area.
- d. Should the number of Commissioners abstaining for a conflict of interest together with absences for other reasons disrupt the quorum, the issue shall be continued to the next regular meeting. When the number of Commissioners abstaining solely for a conflict of interest disrupts the quorum and there exists no alternative source for decision, participation by a member with conflict shall be allowed pursuant to California Government Section 87100 et seq.

2. Disqualification from Voting

- a. A Commissioner shall disqualify him/herself from debate, discussion and voting on any matter before the Commission when there is an appearance of a conflict of interest. When a person disqualifies him/herself prior to the consideration of such matter by the Commission, the Commissioner shall state that he/she is disqualifying him/herself due to a conflict of interest, shall state the conflict, and then leave the voting area.
- b. If a Commissioner is in doubt as to whether or not a conflict of interest exists, the matter of conflict shall be referred to the City Attorney for his opinion.

The Secretary of the Commission shall record in the minutes the time when a Forest and Beach Commissioner steps down and when he/she returns to the podium.

Forest and Beach Commission
Rules of Procedure
Page 11

3. Abstentions

A Commissioner may be permitted to abstain from voting because of unpreparedness on an issue before the Commission. All votes of a member who disqualifies him/herself shall be recorded as an abstention. If a Commissioner participates in the proceedings on a matter and then abstains from voting, the vote shall be recorded as an affirmative vote on the motion.

4. Voting Order

The order of voting shall be alphabetical, with the exception of the Chair, who shall vote last.

5. Recording of Votes

The minutes of the Commission's proceedings shall show the vote of each member including whether they were absent or failed to vote on a matter considered.

III. APPLICATION PROCESSING

- A. All applications shall be submitted to the Public Works Forestry Division via intake at the Community Planning and Building Department, in compliance with the submittal requirements for each specific application. All evidence shall be submitted before the application is determined complete.
- B. Only one (1) application at a time shall be officially received and processed for a specific location.
- C. All applications will be reviewed by staff and will not be further processed until the application has been determined by the staff to be complete. The staff will be responsible for informing the applicant of the deficiencies in the application within fifteen (15) working days of receipt of the application.
- D. All staff reports and supporting information shall be reviewed and signed off by the originator of the report and the City Forester.
- E. When an application is determined to be complete, the application will be scheduled for Commission review.

Forest and Beach Commission
Rules of Procedure
Page 12

- F. Any information received after the Forest and Beach Commission agenda packet has been distributed may be the basis for continuation of the application
- G. Any application continued for a second time at the applicant's request shall not be continued again but will be re-noticed and advertised for a future Forest and Beach Commission hearing.

IV. APPEALS AND RECONSIDERATION

- A. Any appeal to the City Council from a decision of the Forest and Beach Commission must be made by filing a notice of appeal within five (5) working days with the City Clerk.
- B. Any Commission member who voted on the prevailing side of a decision may request within five (5) working days of the decision that the matter be reconsidered. The question of whether the action should be considered will be placed on the next Forest and Beach Commission meeting.
- C. Any applicant may request that a Forest and Beach Commission decision be reconsidered by the Commission. Requests for reconsideration must be made in writing within five (5) working days of the Commission's action and state the specific error or omission committed by the Commission in the decision, or provide additional, relevant information not considered by the Commission.

V. REVIEW AND AMENDMENTS PROCEDURE

- A. These Rules of Procedure shall be reviewed every 3-5 years.
- B. These Rules of Procedure may be amended or suspended at any meeting of the Forest and Beach Commission by a majority of the members.



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

**December 14, 2023
ORDERS OF BUSINESS**

TO: Forest and Beach Commissioners

SUBMITTED BY: Yvette Culver, Administrative Coordinator

SUBJECT: Proposed Forest and Beach Commission Meeting Dates for 2024

RECOMMENDATION:

Approve the proposed Forest and Beach Commission Meeting Dates for 2024.

BACKGROUND/SUMMARY:

Please note that the meeting times for 2024 will be at 2:30 pm. The Tour of Inspection shall typically begin at 1:30 or 2:00 pm, depending on the number of sites to be inspected.

FISCAL IMPACT:

ATTACHMENTS:

Forest and Beach Proposed Meeting Dates 2024

PROPOSED
FOREST AND BEACH COMMISSION
MEETING DATES FOR 2024

Regular Meetings: Following the termination of meetings held exclusively by Teleconference pursuant to GC section 54953 due to the Pandemic, meetings will be held at 2:30 pm on the second Thursday of each month in the Council Chambers in City Hall, located on the east side of Monte Verde Street, between Ocean and Seventh Avenues. Meetings will also continue to be available via Teleconferencing until further notice.

AGENDA PACKETS ISSUED TO COMMISSION MONDAY PRIOR TO MEETING	FOREST & BEACH MEETING DATES
January 8, 2024	January 11, 2024
February 5, 2024	February 8, 2024
March 11, 2024	March 14, 2024
April 8, 2024	April 11, 2024
May 6, 2024	May 9, 2024
June 10, 2024	June 13, 2023
July 8, 2024	July 11, 2024
August 5, 2024	August 8, 2024
September 9, 2024	September 12, 2024
October 7, 2024	October 10, 2024
November 11, 2024	November 14, 2024
December 9, 2024	December 12, 2024

Car Week August 9-18, 2024



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

**December 14, 2023
ORDERS OF BUSINESS**

TO: Forest and Beach Commissioners

SUBMITTED BY: Justin Ono, City Forester

SUBJECT: City Forester's Report for November 2023

RECOMMENDATION:

Receive the City Forester's Report for November 2023.

BACKGROUND/SUMMARY:

Environmental Evaluation

This action does not constitute a project within the meaning of the California Environmental Quality Act under Public Resources Code Section 21065. It has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and, therefore, does not require environmental review.

FISCAL IMPACT:

ATTACHMENTS:

Attachment #1 - City Forester's Report for November 2023



CITY OF CARMEL-BY-THE-SEA

Monthly Report

City Forester's Report

TO: Forest and Beach Commissioners

FROM: Justin Ono, City Forester

SUBJECT: November 2023 Forester's Report

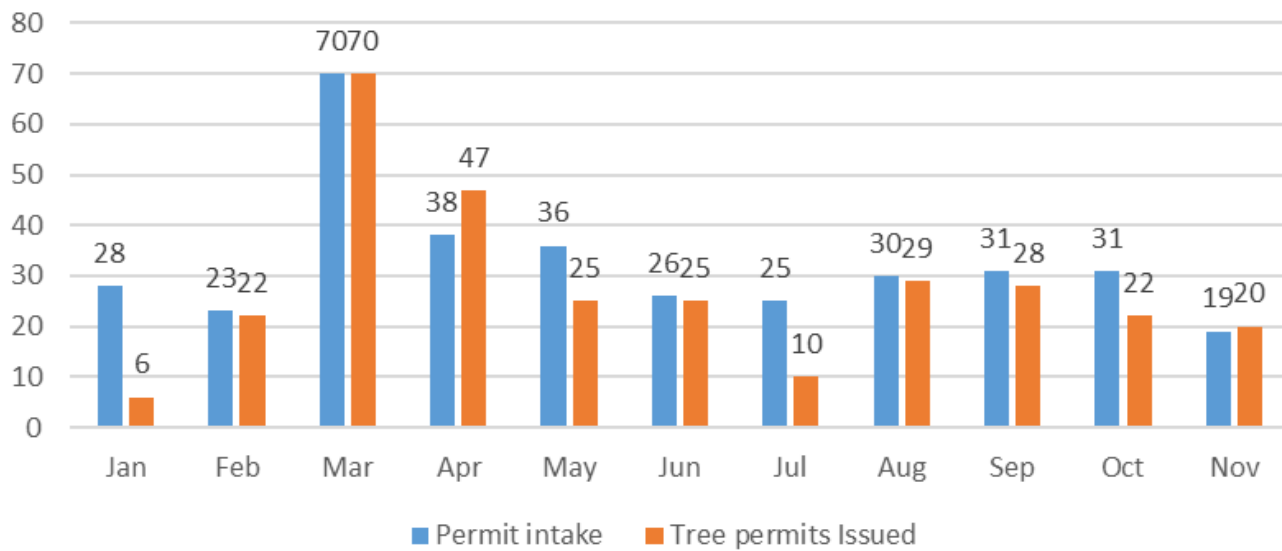
Forestry, Parks, and Beach Highlights:

- For the Urban Forest Master Plan (UFMP), 343 responses to the Community Survey were received prior to the closing date. The data is currently being compiled and will be presented to the Forest and Beach Commission when complete.
- Status of Davey Resource Group's development of the UFMP is as follows:
 - Tree Canopy and Land Cover Assessment - complete
 - Urban Forest Resource Analysis (Eco) - complete
 - Operations review ~99% complete
 - Community Survey - 90% complete
 - Draft Recommended Species List ~75% complete
 - Draft 1 UFMP ~90% complete
 - Developing goals, objectives, and action steps
 - Incorporating community survey results
- Due to the extraordinarily onerous requirements, re-work, and unclear/contradictory directions to seek grant reimbursement from CalFire for the UFMP, and since no funds have been reimbursed to date, staff requested to be relieved of further administering this grant.
- As requested by the Forest and Beach Commission, an overgrown Podocarpus tree was pruned on San Antonio, southwest of Second Avenue. *The adjacent Loquats have also been looked at by the City Forester, but we are proceeding carefully with trimming so that they remain healthy.*
- In the North Dunes Habitat Restoration Site, invasive acacia seedlings and saplings were removed.
- Unauthorized cactus plantings were removed in the MTNP by the Friends of MTNP and staff.
- Fuel management weed whacking and tree pruning was performed in and around Rio Park yard by forestry staff.
- First nursery order of large cypress trees was made with more pines, cypresses, and oaks coming early December for planting in the coming months.
- A majority of the planned work issued via Task Orders to our three tree service contractors, Community Tree Service, Tope's Tree Service, and West Coast Arborist, has been completed to date. Some funds remain in reserve for initial storm recovery efforts, but all allocated funds will be expended well before the end of the Fiscal Year. Additional funding for tree services will be requested as part of the Mid-Year Budget review process.
- To date in Fiscal Year 2023/24, contractors removed 59 trees, pruned 13 trees, and ground out 48 stumps.
- The removed trees also had their stumps ground and backfilled to create new planting locations.
- Landscape maintenance work across the City continues to be fully engaged by contractor Town & Country.

2023 Permitted removals, pruning, and required planting

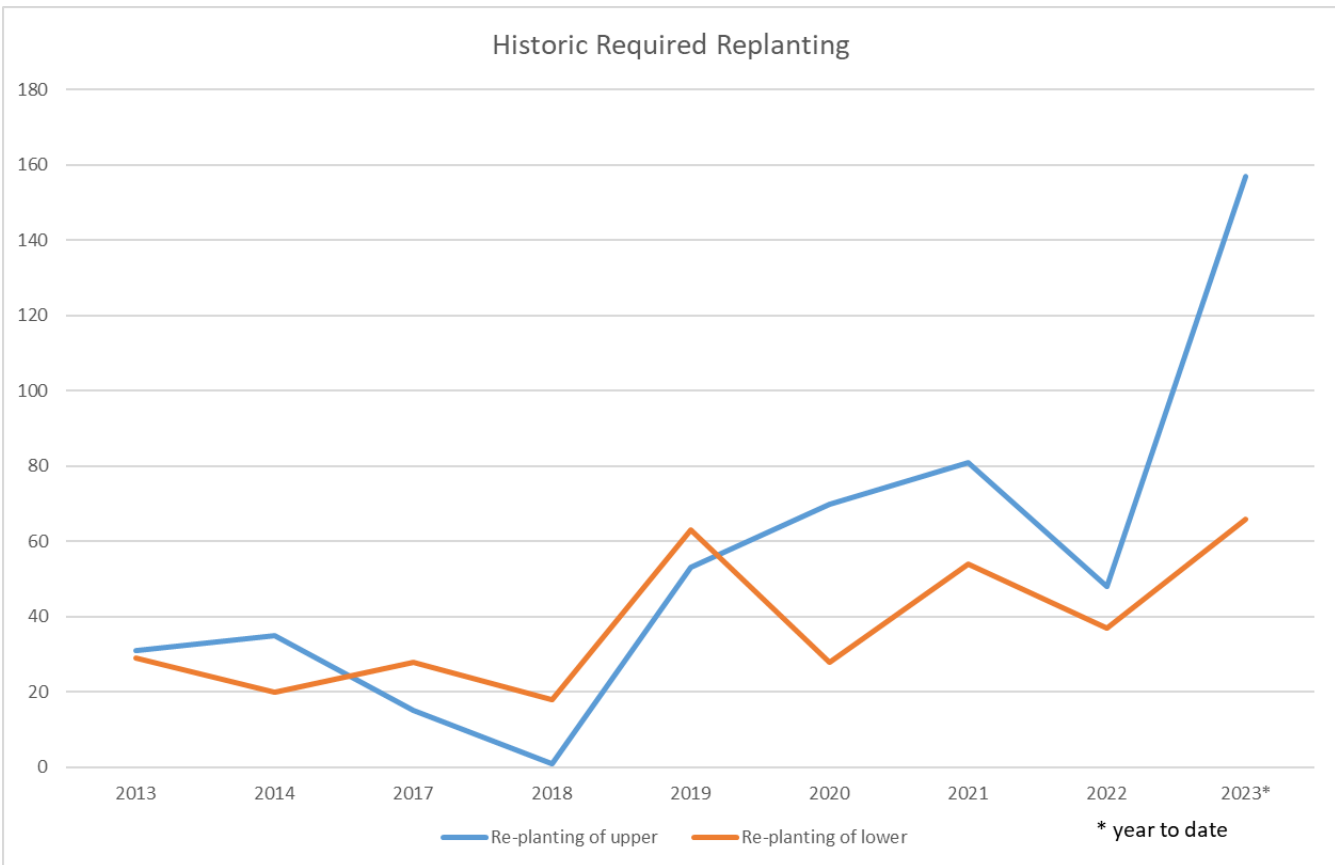
	Tree permits received	Tree permits Issued	Total Prunings	Total Removals	Removal of Upper	Removal of Lower	Required to Plant Upper	Required to Plant Lower	No room for new tree	Meets Density Rec.	Total Number of Trees Required
January	28	6	0	12	3	7	5	1	0	2	6
February	23	22	1	24	15	9	15	10	0	0	25
March	70	70	21	71	47	24	32	14	1	7	46
April	38	47	16	53	49	4	32	3	2	2	35
May	36	25	9	26	20	6	18	4	4	7	22
June	26	25	14	26	17	9	16	6	0	4	22
July	25	10	7	7	5	2	3	2	0	2	5
August	30	29	5	24	12	20	8	12	2	6	20
September	31	28	6	22	14	9	12	8	0	7	20
October	30	22	1	20	14	7	11	6	0	2	17
November	19	20	7	11	8	11	5	0	0	8	5
December											0
2023 Totals	356	304	87	296	204	108	157	66	9	47	223

2023 Permits Intake vs. Issued

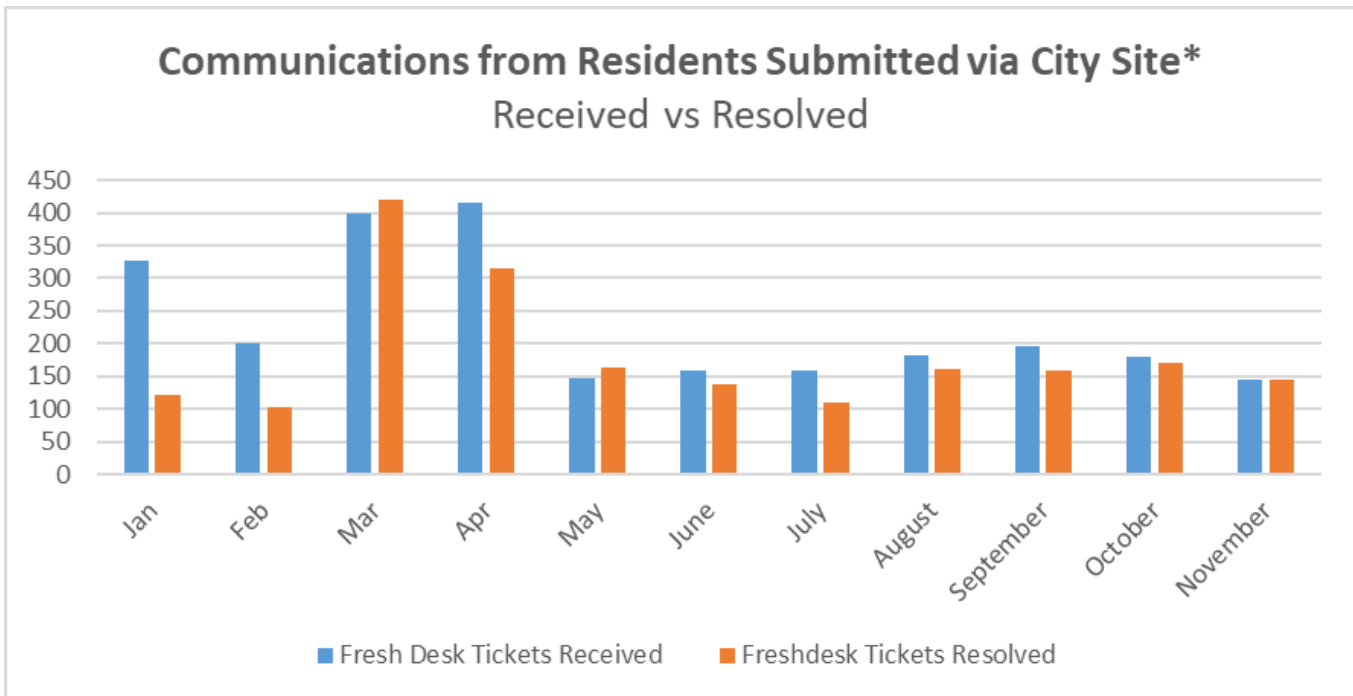
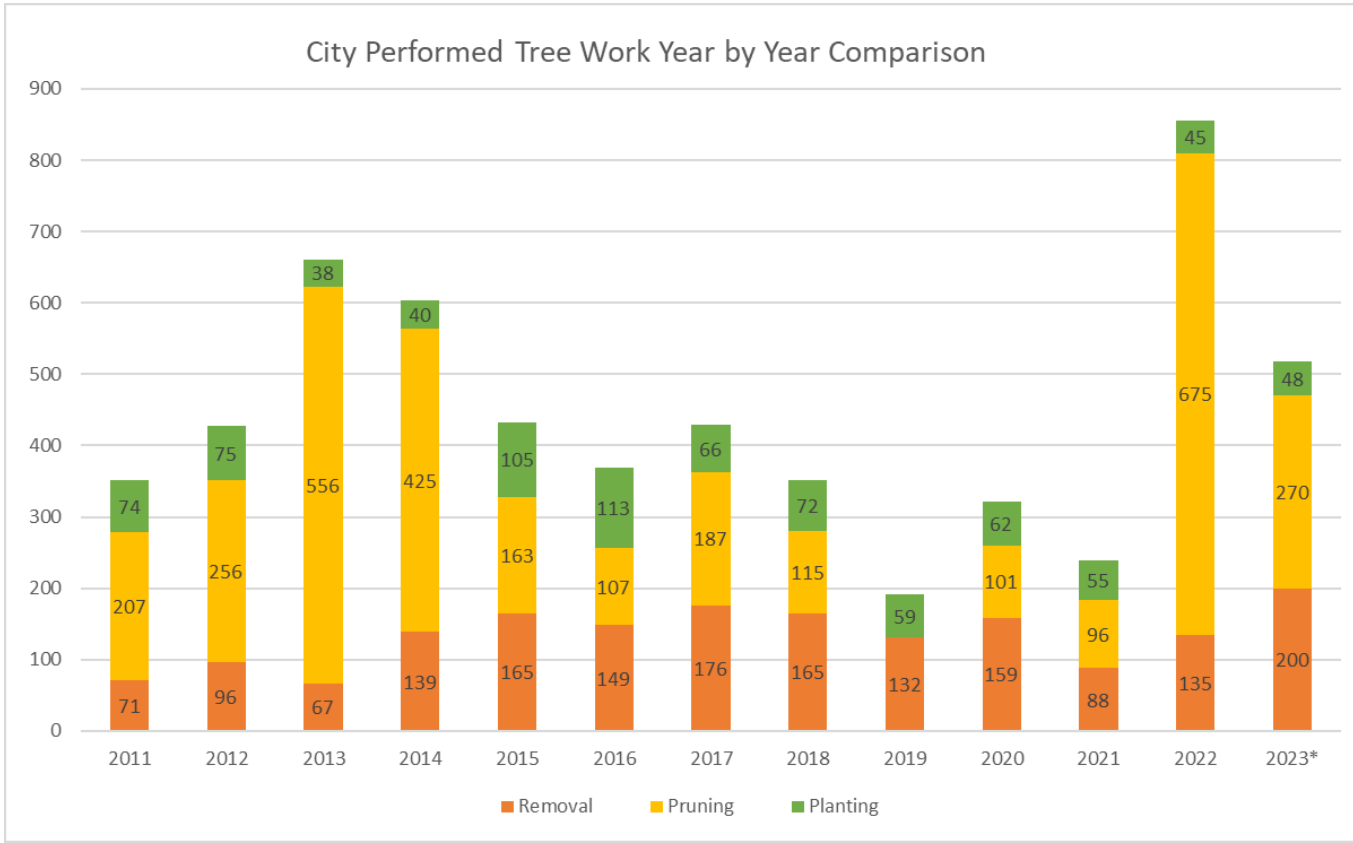


Historic permitted removals and required planting

Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023*	296	204	108	223	157	66	75.34%	284
*Year To Date								



City Forestry, Parks, and Beach Activities



*Numbers only represent correspondences received via the City's website and do not include live calls, coicemails, drop-in visitors, and emails sent directly to employees from residents, nor return calls and emails from staff.



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

December 14, 2023
ORDERS OF BUSINESS

TO: Forest and Beach Commissioners

SUBMITTED BY: Robert M. Harary, P.E., Director of Public Works

SUBJECT: Public Works Director's Report for November 2023.

RECOMMENDATION:

Receive the Public Works Director's Report for November 2023.

BACKGROUND/SUMMARY:

The Public Works Director's Report for November 2023 will include:

- A. City Council actions related to Forestry, Parks, and Beach issues
- B. Forestry, Parks, and Beach-related Capital Improvement Projects
- C. Climate Action and Climate Adaptation Plan implementation
- D. Update on Volunteer Organizations
- E. Miscellaneous Forestry, Parks, and Beach-related Public Works items

Environmental Evaluation

This action does not constitute a project within the meaning of the California Environmental Quality Act under Public Resources Code Section 21065. It has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and, therefore, does not require environmental review.

FISCAL IMPACT:

None.

ATTACHMENTS:

Attachment #1 - Public Works Director's Report for November 2023



CITY OF CARMEL-BY-THE-SEA

Public Works Department

November 2023 Monthly Report

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert M. Harary, P.E., Director of Public Works
SUBMITTED ON:	December 1, 2023
APPROVED BY:	Chip Rerig, City Administrator

City Council Special Meeting of November 6, 2023

- Adopted Resolution 2023-100, awarding a construction contract to Monterey Peninsula Engineering, in the amount of \$1,139,566, for the Fiscal Year (FY) 2021/22 Paving Project, including the San Carlos Bike Route between Eighth and Thirteenth Avenues, and Sidewalk Repairs, and transferring \$261,566 from the Contingency Fund to award the contract.
- Adopted Resolution 2023-101, awarding Amendment #1 to the Professional Services Agreement (PSA) with Wallace Group, for a fee of \$241,258, for engineering and design of the FY 2023/24 Paving Project and for project management oversight for the Coastal Infrastructure Repair Project.

City Council Meeting of November 7, 2023

- At a Public Hearing, gave a presentation regarding the PG&E Rule 20A underground utility funding program, and recent program changes including the reallocation of City credits. Council selected an undergrounding conversion project in the Mission Trails Nature Preserve (MTNP) along the Willow Trail, but deferred adoption of an undergrounding district pending further outreach to residents along Ridgewood Road and review of potential funding mechanisms to help pay for private conversions.
- At a Public Hearing, gave a presentation and introduced the first reading of Ordinance 2023-007, amending Title 17, Zoning, by repealing and replacing Chapter 17.42, Stormwater Quality and Utility, and Chapter 17.43, Water Quality Protection.
- The Carmel-by-the-Sea Public Improvement Authority adopted Resolution PIA 2023-001, authorizing the execution of an Easement Deed granting a 10-foot wide easement to PG&E in the Vista Lobos parking lot for installation of electrical facilities to power upcoming City EV charging stations.

Forest and Beach Commission Meeting of November 9, 2023

- Announcements included:
 - Commissioner Sours resigned
 - Commissioner elections to be held in December
 - Clarified that Commissioners-proposed topic of declaring the beach infrastructure a state of emergency is not within the subject matter jurisdiction of the Commission
 - Provided an update of additional research regarding the proposed Beach Cleanup Policy
- At the northwest corner of Lincoln Street and Twelfth Avenue, approved the removal of a Monterey Pine based on a subsequent report prepared by an engineering firm, and paid by the Applicant, that documents damage to the foundation of the house was due to tree roots. No replanted was required.
- Reviewed the Rules of Procedure for the Forest and Beach Commission which apparently have not been updated since 2002. Commissioners considered changes recommended by staff and identified additional updates. The revised Rules of Procedures will be resubmitted to the Commission for final review and adoption at an upcoming meeting.
- The Director presented the Forester's and Public Works Department Reports for October 2023.

Climate Committee Meeting of November 16, 2023

- This was the first Climate Committee meeting since adoption of the Climate Action and Climate Adaptation Plans in August 2022 with Committee Chair Jeff Baron, and members Carrie Theis, Scott Lonergran, and Michael LePage. Environmental Programs Manager Mary Bilse is the staff liaison.
- Presented the following two technical reports produced under the Coastal Engineering Study, a key Climate Adaptation Strategy initiative:
 - Task 1, Shoreline Infrastructure Condition Assessment, presented by Haro Kashunich and Associates
 - Task 2, Shoreline and Beach Change Analysis, presented by Integral Consulting
- Reviewed the list of projects outlined in the Climate Action and Climate Adaptation Plans. The projects are divided into short-, medium-, and long-term initiatives, and the estimated percentage complete were assigned. Committee provided feedback to provide a more user-friendly project tracking list for review at subsequent meetings.

Traffic Safety Committee Meeting of November 29, 2023

- Denied a request to convert the Santa Rita Street and Fourth Avenue intersection from a 2-way to 4-way stop control, but recommended that vegetation at the north west and southwest corners of the intersection be pruned back for improved visibility. The location will be brought back to the Committee at the next meeting to evaluate the effectiveness of the pruning.
- Reviewed the current baseline situation of commercial vehicles bypassing the official truck route along San Carlos Street, between Eighth and Thirteenth Avenues, by using Junipero Street. It was noted that San Carlos Street will be repaved with a new shared bike route in early Spring and truck traffic behavior may subsequently change. Public comments noted that as many as 30-40 trucks per day use Junipero Street. Motion was to perform a clipboard survey of truck counts, inventory existing truck-related signs and evaluate additional signs that may be needed, request Police to issue warnings, and re-evaluate the matter at subsequent Committee meetings.

Administration

- Tom Ford and wife Michelle gave birth to a healthy baby boy on November 26th. Congratulations!
- Jenn Menke joined the Forestry Division for temporary administrative support.
- Leadership Carmel Class of 2023 treated the entire Public Works Department to a wonderful lunch and get together in appreciation of our support of their legacy nature play project at Forest Hill Park.
- Prepared staff report and presentation for the December 5th Council meeting regarding the City-wide Drainage Master Plan Update Project.
- Held the annual Public Works Thanksgiving holiday luncheon as a team building event.
- The wooden upper portions of the Eleventh Avenue footbridge at the entrance into the MTNP was declared to be unrepairable, but the underlying steel beams can remain. As a unique Team Building Project in December, the entire Public Works Department will rebuild this footbridge. An often dusty/muddy road entrance at the adjacent park entry gate will also be reconstructed.

Carmel Cares and Other Volunteer Groups

- Carmel Cares coordinated the donation of a stove and refrigerator for the Fire Station.
- “Median Minders” volunteers continued to improve medians across the Village.
- “Downtown Detail” volunteers improved the landscaping around the Post Office parking lot.
- The Friends of MTNP offered to pay for upgraded MTNP entry display signs and the sign fabrication is underway.

Environmental Programs

- For the new Stormwater Ordinance, prepared the staff report and resolution for the second reading and adoption for the December 4th Council meeting.
- For the Coastal Engineering Study, Phase I, staff met with consultants at Integral and EMC to review preliminary findings of Tasks 3, Shoreline and Beach Erosion Exposure Modeling, and Task 4, Coastal Hazard and Sea Level Rise Vulnerability Assessment. Reports scheduled to be ready for presentations to Commissions/Committees in February.

- Began to process the California Coastal Commission's \$500,000 Local Coastal Programs Grant to fund Phase II of the Coastal Engineering Study by gathering additional documentation.
- Prepared the staff report, resolution, and presentation for the December 5th Council meeting to propose a new Beach Cleanup Operations Policy. As requested by the Forest and Beach Commission as part of their recommendation for Council approval, staff conducted additional research on driftwood, further collaborated with regulatory agencies, and met with Carmel Cares to determine areas of agreement and disagreement with the proposed Policy.
- Coordinate with Applied Marine Science for a proposal to continue to provide water quality testing for up to three years under a new Professional Services Agreement.
- Coordinated with the Building Department to resume inspections of stormwater best management practices at construction sites.

Facility Maintenance

- For the FY 2023/24 ADA Upgrades Project, plans were approved for additional ADA-compliant railings to be installed at the Harrison Memorial Library.
- For the Sunset Center Bollards Replacement CIP Project, eight bollards were delivered: late, wrong color, missing hardware, and some cracked and chipped. All were rejected and returned.
- For the Carpenter Hall Heater Replacement CIP Project, received recommendations from two contractors for a replacement system. Concepts will be converted into a request for informal quotes. The new system appears to be well within budget.
- Contractor repaired roof tiles at the corner of Flander's Mansion damaged by vandalism.
- Vendor upgraded door locks in the Administration Department at City Hall.
- In preparation for winter storms, cleaned roof gutters, and tested pumps and backup generators.
- Replaced water filtration systems in several park restrooms,
- Cleared a clogged drain at the Scenic Restroom ADA drinking fountain.
- The steel fire doors between the Public Works Garage and basement offices was deemed unsafe. Quotes for repairs versus complete replacement doors are in progress.
- Overhead roll up doors passed maintenance inspections at the Fire Station and Public Works, except for one garage door that needs to be significantly repaired or replaced.
- Purchased new flags.
- Installed year-end holiday decorations around Devendorf Park and lights along the Ocean Avenue median islands.

Project Management for the Capital Improvement Program

4 Leaf Projects:

- For the Police Building Renovation Project, met with Council Ad Hoc Committee on November 13th to discuss key findings of Indigo Architect's condition assessment and space programming reports, and preliminary alternatives. Ad Hoc directed staff to provide the space programming report with potential reductions, consider alternative sites for a potential new facility, and return to the Ad Hoc in early December.

Ausonio, Inc. Projects:

- For the Sunset Center North Wing and Harrison Memorial Library Exterior/Interior Painting Project, seven contractors attended the pre-bid meeting on November 9th, and an addendum was issued in response to questions. Bids will be opened on December 5th.
- Draft bidding and contract documents were prepared for the Park Branch Library Dumbwaiter Decommissioning, an operating budget project. Staff and building permit readiness review comments are being incorporated.
- For the Sunset Center Retaining Walls Repair Project and San Antonio Walkway Repair Project, Second to Fourth Avenues, ZFA Structural Engineers were selected via a competitive consultant selection process performed by CSUMB. ZFA reviewed both project sites, and a draft PSA for on-call structural engineering services is being prepared.

Wallace Group Projects:

- For the FY 2022/23 Concrete Streets Repair Project, BKF Engineers submitted 95% complete design plans, technical specifications, and cost estimates which are being checked by Wallace Group. Due to higher construction cost estimates versus available funding, bidding may be pushed until additional CIP funds are available via the FY 2023/24 mid-year budget or FY 2024/25 Capital Improvement Program.
- For the FY 2023/24 City-wide Paving Project, the Council-approved Amendment No. 1 was executed, a Notice to Proceed was issued, and a kickoff meeting was held. Field surveying, utility coordination, and preliminary layout plans will be underway in December.
- For the Coastal Infrastructure Repair Project, also approved by Amendment No. 1, Wallace Group began to compile information and example RFPs to develop a new RFP customized for infrastructure repair scoping, cost estimating, and beach access stair repair designs for Carmel Beach.

Additional Capital Projects:

- For the MTNP Well and Tank/Pump House Removal Project, the well decommissioning permit was issued by the County Environmental Health Department, and the well was decommissioned. The contractor demobilized from the jobsite, and only closeout paperwork remains for this project.
- For the FY 2021/22 City-wide Paving Project, the contract with MPE was executed, a Notice to Proceed was issued, and a Preconstruction Meeting was held in late November. Technical submittals will be processed in December, and sidewalk repairs and paving overlays are set to begin in January.
- For the MTNP 3 Drainage Project, after a year-long, tedious approval process, the California Department of Fish and Wildlife Service issued a Streambed Alteration Agreement. With all three regulatory approvals in hand, staff can finalize the bidding and contract documents for construction and request partial reimbursement of the \$187k State Parks Per Capita Grant.
- For the 4 Drainage Improvements Project, following staff review of the 30% design plans, Neill Engineers are proceeding to 90% design for three of the four sites. On-call environmental consultant, Denise Duffy & Associates, are preparing a proposal for required environmental review and documentation for two of the four sites.
- For the Electrical Panels at City Hall, Fire Station, and Vista Lobos facilities Project, the technical reports submitted by Advanced Design Consultants (ADC) were checked by staff and returned to be finalized. Overall, panels at City Hall and Fire Station can be repaired with remedial work by an electrician; however, the panels at Vista Lobos require complete reconstruction for safety reasons.
- For the Vista Lobos Parking Lot EV Charging Station Project, the 60% plans were reviewed by staff and returned to ADC. ADC is coordinating final design plans with PG&E to tie into PG&E's new transformer to be installed in the easement just approved by the Carmel Public Improvement Authority. This project may be expanded to incorporate the required reconstruction of the Vista Lobos electrical panels with the EV charging stations project for efficiency and cost-savings.
- Met with CAWD and their design consultants to coordinate encroachment permit special conditions of approval, final plans, and construction impacts for two upcoming sewer projects: 1) Pipe bursting and manhole rehabilitations project along Santa Rita and Guadalupe Streets, from Ocean Avenue to the north City limits, and 2) Pipe bursting along Scenic Road, from Ocean Avenue to the south City limits.

Street Maintenance

- Provided staffing, barricades, signage, and clean up for the Veteran's Day and Homecrafter events.
- Completed the annual Storm Drain System Inspection Program which included clearing out vegetation and debris along drainage channels and culverts across the City.
- Sales at public auction included \$15,100 for the former street sweeper, \$2,600 for an old patrol vehicle, and \$861 for broken portable generator parts. Funds will be credited to the City's Vehicle and Equipment Fund for future vehicle and equipment purchases.
- Ordered an EV truck for Forestry, as a CIP project, for \$57k.
- Coordinated equipment repairs to the High Ranger and Chipper.
- Receive 20 dual trash/recycling and 10 trash-only, ribbon-style containers. The first batch of containers were installed in late November.

- Filled in cracks along San Antonio Pathway between Second and Fourth Avenues.
- As a cost-sharing project with a developer, the sidewalk in front of the Fournane Jewelers was reconstructed by a private contractor with upgraded, permeable pavers.
- Cleaned up the Rio Park material storage areas.
- Prepared material quantities and cost estimate for a new post and rail fence along Ocean and San Antonio Avenues along the borders of the North Dunes Habitat site. Fence to be reviewed by Forest and Beach Commission in January.
- Attended the re-launched Utility Coordination Meeting at the City of Monterey, and provided plans to coordinate the City's FY 2021/22 and FY 2022/23 paving projects with the utility companies.

Forestry, Parks, and Beach (Forester's Report)

- See separate Forester's Report