



# Village of Northbrook

## TREE PRESERVATION AND PROTECTION REVIEW BOARD

### REMOTE MEETING

TREE PRESERVATION AND PROTECTION REVIEW BOARD AGENDA

NORTHBROOK VILLAGE HALL, 1225 CEDAR LANE

SEPTEMBER 17, 2020, 2:00 P.M.

#### **Important Notice**

Limited in-person attendance at this meeting is permitted in accordance with the Illinois Open Meetings Act and Governor Pritzker's ongoing COVID-19 disaster declaration. However, to maintain the security and safety of Village staff, all persons wishing to attend in person are asked to contact staff liaison Matt Morrison via email at [matt.morrison@northbrook.il.us](mailto:matt.morrison@northbrook.il.us) no later than two hours before the meeting time to declare their intent to attend. Attendees arriving at Village Hall after 2:00 p.m. will not be granted entry.

**Event address for attendees:**

<https://northbrookil.webex.com/northbrookil/j.php?MTID=m7855257e3538b001f3d3b4fb12367866>

**Event number:** 146 664 7521 **Password:** fHujQJEB385

To join by phone only, call 1-408-418-9388 and enter the event number.

1. Call To Order
2. Hear From The Audience
3. Discussion - Request for Tree Removal Permit at 2359 Farnsworth Lane
4. Adjourn

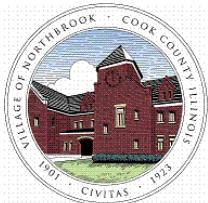
**Robert Israel, Chair**

Tree Preservation and Protection Review Board

**Members:** Jeff Rowitz, Deputy Village Manager/Chief Financial Officer  
Kelly Hamill, Public Works Director

Village of Northbrook  
Cook County, Illinois  
September 17, 2020

The Village of Northbrook is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Greg Van Dahm or Debbie Ford (664-4014 or 4013 respectively) promptly to allow the Village of Northbrook to make reasonable accommodations for those persons. Hearing impaired individuals may call the TDD number, 564-8645, for more information.



# MEMORANDUM

## VILLAGE OF NORTHBROOK

### PUBLIC WORKS DEPARTMENT

**TO:** Tree Preservation and Protection Review Board

**FROM:** Matt Morrison, Deputy Public Works Director

**DATE:** September 14, 2020

**SUBJECT:** Tree Permit Review - 2359 Farnsworth Lane

#### **Request for Tree Permit**

The property owners (Katie and David Shin) of 2359 Farnsworth Lane submitted a tree removal permit application in July 2019 in conjunction with the construction of a new home on the property. As part of the building plan review, a 26 inch diameter landmark Sugar Maple tree within a required yard was preserved through construction processes and design of the new home. The tree has been trimmed to keep it away from the home in order to maintain the tree in a healthy and safe manner.

With construction completed, the property owners have determined that they wish to remove the landmark tree in order to construct a larger patio and pool in the rear yard. The 2359 Farnsworth Lane property is approximately .25 acres with a new home that has a footprint of approximately 2,316 square feet. The landmark Sugar Maple is approximately 15-20 feet from the foundation of the new home. The landscape plan for the new home includes a requirement for the planting of 3 trees on the property.

The landmark tree in the required yard for the Tree Preservation and Protection Board's review has been found to be in average to good health. The landmark tree is in conflict with the proposed patio and pool in the rear yard of the property. The tree for which a permit is requested is identified as #30 on the plans. Included for the Tree Preservation and Protection Board's review of the request are the tree removal permit application, the tree condition rating form, site plans for the property and a photograph of the Sugar Maple.

#### **Tree Preservation**

One of the goals of the Tree Preservation Ordinance is to encourage coordination between property owners and Village officials to allow for the coexistence of the enjoyment of private property rights and the preservation of trees that are significant to the community. To balance these interests, the Village of Northbrook's Municipal Code establishes a Tree Preservation and Protection Review Board that conducts an initial review of Required Yard Landmark Trees and Heritage Trees on private property. The Review Board provides a recommendation to the Village of Northbrook's Board of Trustees who approves, approves with conditions, or denies the tree removal permit. This Review Board is comprised of the Public Works Director, the Village Manager or their designee, and a member of the Village Board of Trustees.

In the case of 2359 Farnsworth Lane, it has been determined that the landmark tree in the required rear yard would be in conflict with the construction of a patio and pool in the rear yard of the property. The site selected for the pool is where the landmark Sugar Maple tree is located and requires the removal of the tree. Without the installation of the patio and pool, staff's opinion is that with proper professional maintenance and trimming of the landmark tree, it would be able to remain and coexist with the new home.

The removal of landmark trees has a negative effect on the community's urban forest and reforestation

is the most effective way to minimize this effect. The Municipal Code requires that the sum of the caliper of new trees be planted shall be equal or greater than the sum of the diameter at breast height (DBH) of the landmark tree being removed. Generally it is preferred that trees be planted on the lot from which a landmark tree was removed.

If removal is approved by the Village Board, staff will work with the property owner to maximize reforestation on the property for removal of the landmark trees. The landmark tree located in the required yard represents a diameter loss of 26 inches and a reforestation fee of \$3,900 (26 inches at \$150 per diameter inch). The fee can be offset by replanting trees on the property on an inch for inch basis, however it is unlikely that the replacement requirement will be completely offset on the property as 8-9 trees 3 inch diameter trees would have to be planted. Therefore, assessing a fee in-lieu of reforestation in the amount of \$3,900 would allow the Village to replenish the urban forest by planting parkway trees in other locations throughout the community.

#### **Recommendation**

Staff has no recommendation on the removal of the landmark Sugar Maple within the required yard, however, if removal is approved staff recommends that the property owner be required to pay a reforestation fee of \$150 per diameter inch for removal of the landmark 26 inch diameter Sugar Maple in the required yard, for a total of \$3,900. This fee may be reduced based on reforestation of the property using approved trees and outlined in a landscape plan approved by the Director of Public Works. Additionally, it is staff's recommendation that the permit for removal of the Sugar Maple be contingent upon the issuance of permit for the patio and pool on the property. As has been the Village's practice, the landmark tree to be removed shall be used for a purpose other than firewood, mulch, or woodchips. The property owner will also be required to meet the conditions of any tree removal permits issued for removal of any other trees on the property.

In summary, if the Tree Preservation and Protection Review Board recommends approval of a permit for the removal one (1) landmark tree in the required yard of 2359 Farnsworth Lane, staff recommends the following conditions be applied:

- A fee of \$150 per DBH inch, less the number of inches that are replanted, be assessed for the removal of the landmark trees in accordance with the Annual Fee Ordinance.
- If replanting is done to reduce the reforestation fee, it will be done with approved trees and outlined in a landscape plan approved by the Public Works Director.
- The wood from the tree must be milled for a purpose other than firewood, mulch, or wood chips.
- The tree removal permit will be issued in conjunction with the permit for the new patio and pool.

Staff will be present at the Tree Preservation and Protection Review Board meeting to address any questions that may arise.



**Site Plan**

Draw your site plan in the space provided below.

You may also attach a plat of survey or engineering plan drawing.

All trees proposed for removal are to be marked with ribbon, string, tape or paint for identification

**Notices**

**Statement of Fact:** I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of fact (whether intentional or not) in this application or any other required document, as well as any misleading statement or omission, may be cause for revocation of permit, regardless of how or when discovered. I certify that I have done my due diligence to determine that I do need to submit a tree removal application. I understand that submitting an application does not entitle me to a permit, and I must have the permit in hand before beginning any work. Removal of tree(s) PRIOR to permit approval and issuance will result in the property owner receiving a minimum fine of \$250 and/or being issued a ticket requiring them to attend a local adjudication hearing.

*I understand I must inform the tree contractor listed on the application, who will be performing the tree removals of all applicable Village of Northbrook codes pertaining to tree removals as stated below.*

I have marked the trees for identification.

**Statement of Authorization:** I certify I am authorized to submit this application as the property owner or on behalf of the property owner. Note: If the trunk of the tree straddles property lines, a letter from the adjacent owner or a note of consent must be included with this application. If HOA approval is required by the property owner, a letter from the HOA permitting the removal of the tree(s) is included in the application.

I have included in the application a signed contract with the tree company that will be performing the tree removals.

**Statement of Compliance with Village Code:** I agree to comply with Village of Northbrook Municipal Code Chapter 25 Tree Protection and Preservation, Vegetation regarding tree removals. Including compliance with all standards found in ANSI Z133-2012, Safety Standards for Arboriculture Operations. This includes but is not limited to creating a safe work zone on both private property and in the public right of way with cones and signage indicating tree work ahead and/or sidewalk/road closed signs, proper safety equipment for laborers and the use of the proper equipment for safely removing trees.

Closure of public roadway is prohibited without a separate permit from The Public Works Department. 48 hour notice is required prior the closure of any Public Roadway. Under no circumstances will trees be allowed to be felled in whole across a public walkway or roadway.

Damage to any public property will result in fines and full cost of repairs being assessed to the contractor listed on the permit.

**Permission to enter private property:** The above named property owner hereby gives permission to the Village of Northbrook and its agents, officers and employees to enter the property for the purpose of tree inspection prior to permit issuance and for replanting compliance inspection (if required) after the permit is issued.

**\*Signatures (Both required if property owner is not applicant)**

*By signing below I acknowledge that I have read, understand and complied with all items listed under "notices".*

Property Owner Signature AL 82 Date 4/2/2020

Applicant Signature (if other than owner) \_\_\_\_\_ Date \_\_\_\_\_

**For Office Use Only**

Reviewer \_\_\_\_\_

Approval Date \_\_\_\_\_

Will replacements be required?  Yes  No

Caliper inches of Trees \_\_\_\_\_

Permit Fee \$ \_\_\_\_\_

Approx # of Trees \_\_\_\_\_

Deposit Collected \$ \_\_\_\_\_

Tree Replacement Agreement Signed  Yes  No

Total \$ \_\_\_\_\_

Logwood Recycling Agreement Signed  Yes  No

Comments:

**\*REQUIRED TO BE FILLED OUT**



## **VILLAGE OF NORTHBROOK**

## Public Works Department

655 Huochi Road

Northbrook, Illinois 60062

847/272-4711 FAX: 847/272-3629

[www.northbrook.il.us](http://www.northbrook.il.us)

## Arborist Form

This form is to be used along with the Forestry Condition Assessment Form for any tree requiring additional evaluation by an independent arborist. This form must be completed and signed by a qualified arborist. Qualified arborists are individuals with relevant education and training in arboriculture or urban forestry and must currently have one of the following credentials:

- International Society of Arboriculture (ISA) Certified Arborist
- American Society of Consulting Arborists (ASCA) Registered Consulting Arborist

### Arborist Information

Name: Todd R. Sinn

Company: Urban Forest Management, Inc.

Address: 960 Route 22, Suite 207, Fox River Grove, IL 60021

Email: [ufminc@sbcglobal.net](mailto:ufminc@sbcglobal.net)

Phone: (847) 516-9708

International Society of Arboriculture (ISA) Certified Arborist ISA # IL-0292

American Society of Consulting Arborists (ASCA) Registered Consulting Arborist      RCA #

## Tree Information

Address of tree(s): 2359 Farnsworth Lane

Total Number of trees evaluated: 1

Date trees were evaluated: 3/24/20

I, Todd R. Sinn (name) am currently certified as an Arborist by the ISA or am a Registered Consulting Arborist with the ASCA. I have evaluated trees at the site listed above to determine if they are dead, dying, dangerous or healthy based upon the Village's Forestry Condition Assessment Form which is based on the conditions rating assessments determined in the 9<sup>th</sup> Edition of the Council of Plant Appraisers Guide to Tree Evaluations.

Tree	Species	DBH	Assessment Rating (1-no apparent problems to 5-Dead)
1	Sugar Maple	26"	3
2			
3			
4			

\*Forestry Condition Assessment forms for each tree to be attached.

## Notices

**Statement of Fact:** I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of fact (whether intentional or not) in this application or any other required document, as well as any misleading statement or omission, may be cause for revocation of permit, regardless of how or when discovered. I certify that I have done my due diligence to determine that I do need to submit a tree removal application. I have marked the trees for identification.

**Statement of Compliance with Village Code:** I agree to comply with Village of Northbrook Municipal Code Chapter 25 Tree Protection and Preservation, Vegetation regarding tree removals. I understand that submitting an application does not entitle me to a permit, and I must have the permit in hand before beginning any work. Removal of tree(s) PRIOR to permit approval and issuance will result in the property owner receiving a minimum fine of \$250.

Arborist Signature: Todd R. Senn Date: 3/24/20

**NORTHBROOK PUBLIC WORKS  
FORESTRY CONDITION ASSESSMENT FORM**

The Condition of a tree is determined by evaluating its present structure and health and if necessary its structure before being removed. If the structure of a tree is questionable, its proximity to a target can be important in rating tree structure. Roots, trunk and scaffold branches are evaluated both for structure and for health, while small branches, twigs and foliage and/or buds are rated only for health:

The scoring system both for structure and for health is:

Dead	5
Extreme problems	4
Major problems	3
Minor problems	2
No apparent problems	1

Address: 2359 Farnsworth Lane

Tree Genus/Species: Sugar Maple

Size: 26" d.b.h.

Tree Inventory #: \_\_\_\_\_

Date: 3-24-20 By: Todd R. Sinn

**1. ROOTS**

(A root collar inspection may be warranted)

Root anchorage  
Collar/flare soundness  
Mechanical injury  
Girdling/kinked roots  
Compaction/waterlogged roots  
Toxic gases/chemical symptoms  
Presence of insects or disease  
Mushrooms

3

**2. TRUNK**

(Core sampling or climbing may be needed and/or warranted to inspect trunk)

Sound bark and wood  
Cavities  
Mechanical or fire injury  
Cracks (frost or other)  
Swollen or sunken areas  
Presence of insects or disease  
Comks

3

**3. SCAFFOLD BRANCHES**

(Climbing the tree may be warranted to inspect the branches)

Strong attachments  
Smaller diameter than trunk where attached  
Vertical branch distribution  
Free of included bark  
Free of decay and cavities  
Well pruned  
Well-proportioned/proper taper  
Wound closure  
Deadwood or fire injury  
Insects or disease

3

**4. SMALL BRANCHES AND TWIGS**

Vigor of current shoots (compare previous growth)  
Well distributed through canopy  
Appearance of buds (color, shape, size for the species)  
Presence of insects or disease  
Presence of weak or dead twigs

3

TURN PAGE OVER 

**NORTHBROOK PUBLIC WORKS  
FORESTRY CONDITION ASSESSMENT FORM**

5. **FOLIAGE AND/OR BUDS**

Size of foliage/buds  
Coloration of foliage  
Nutrient status  
Herbicide, chemical, pollution injury  
Wilted or dead leaves  
Dry buds  
Presence of insects or disease

3

15

Total all 5 category subtotal points assessed.

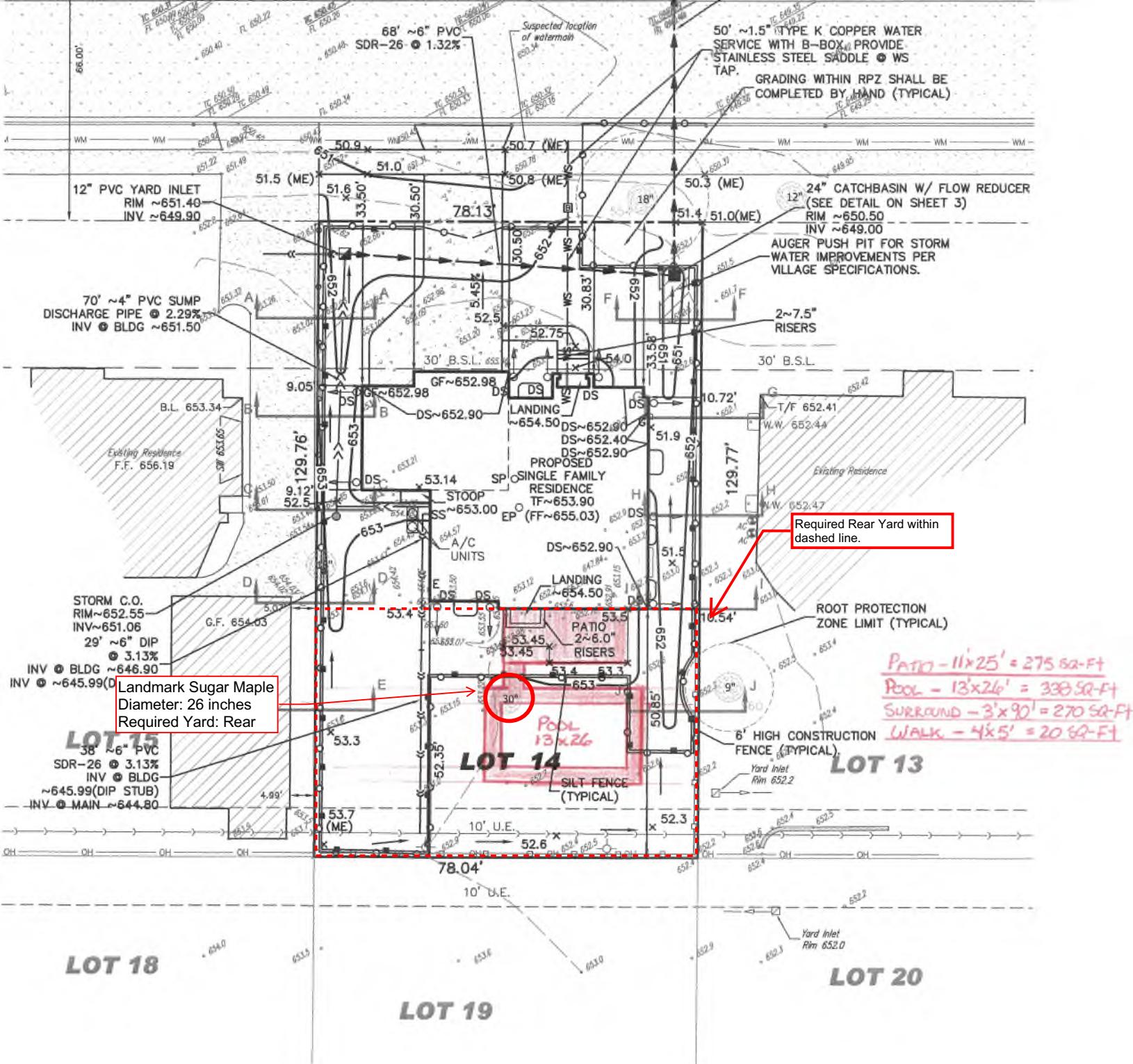
Divide subtotal by 5 for total condition rating.

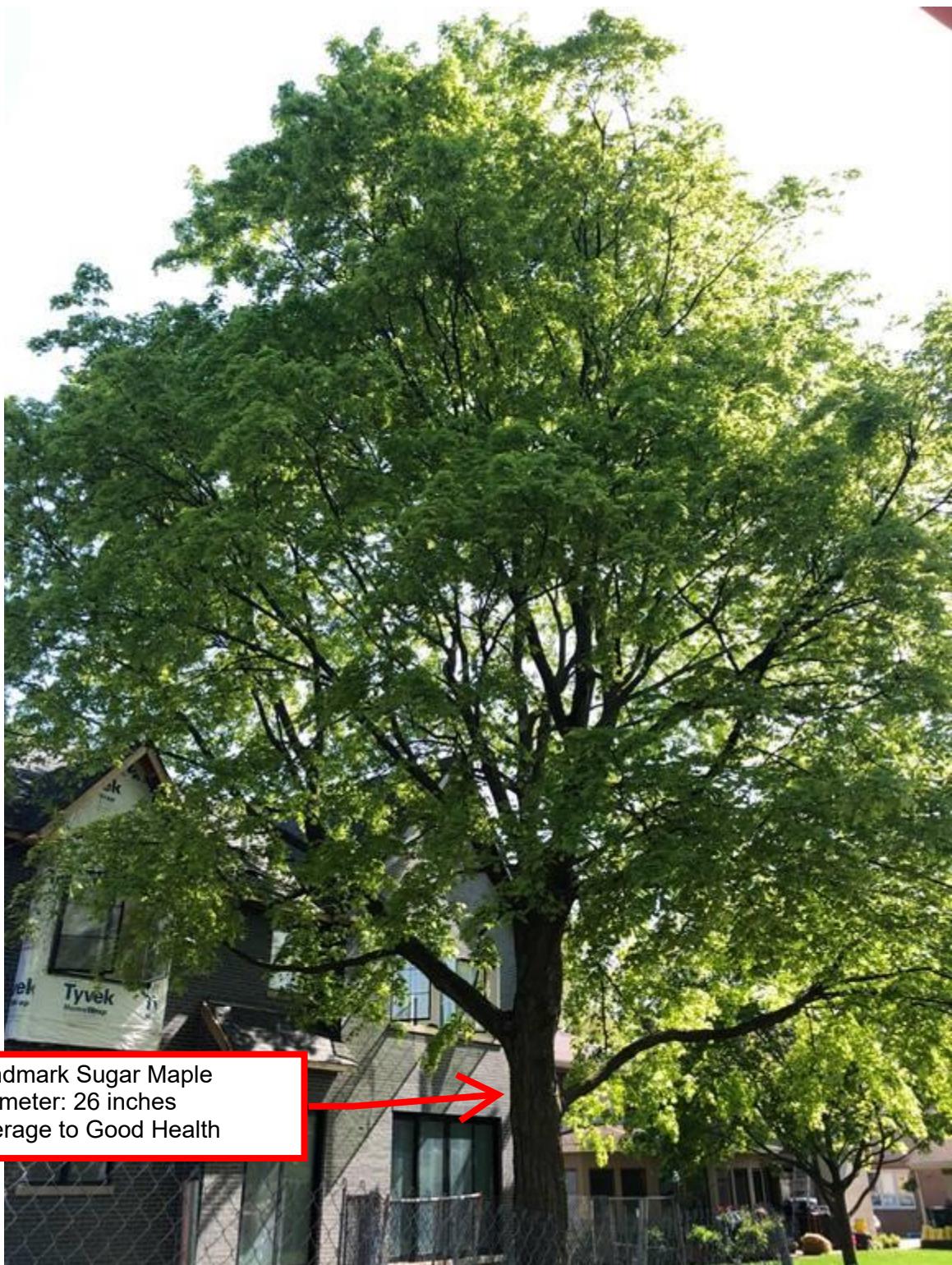
3

Note any other issues you may observe about the tree including its location to a construction site, overhead utility wires, etc. below:

Note: This form is based on the condition rating assessments determined in the 9<sup>th</sup> Edition of the Council of Plant Appraisers Guide to Tree Evaluations

This tree has been impacted by excavation and soil compaction within 6' of the trunk. Multiple leaders are connected by weak crotches. Crown is in conflict with roof.





Landmark Sugar Maple  
Diameter: 26 inches  
Average to Good Health

# TREE PRESERVATION AND PROTECTION REVIEW BOARD

SEPTEMBER 17, 2020

# PROCESS

- Removal of any Heritage tree or landmark trees located in the required yard may only be removed upon approval by the Village Board.
- After staff receives a request for such a removal, a Tree Preservation and Protection Review Board meeting is held to review the request for a tree permit.
- The Tree Preservation and Protection Review Board makes a recommendation to the Village Board.
- The Village Board adopts a resolution approving, approving with conditions, or denying the tree permit.

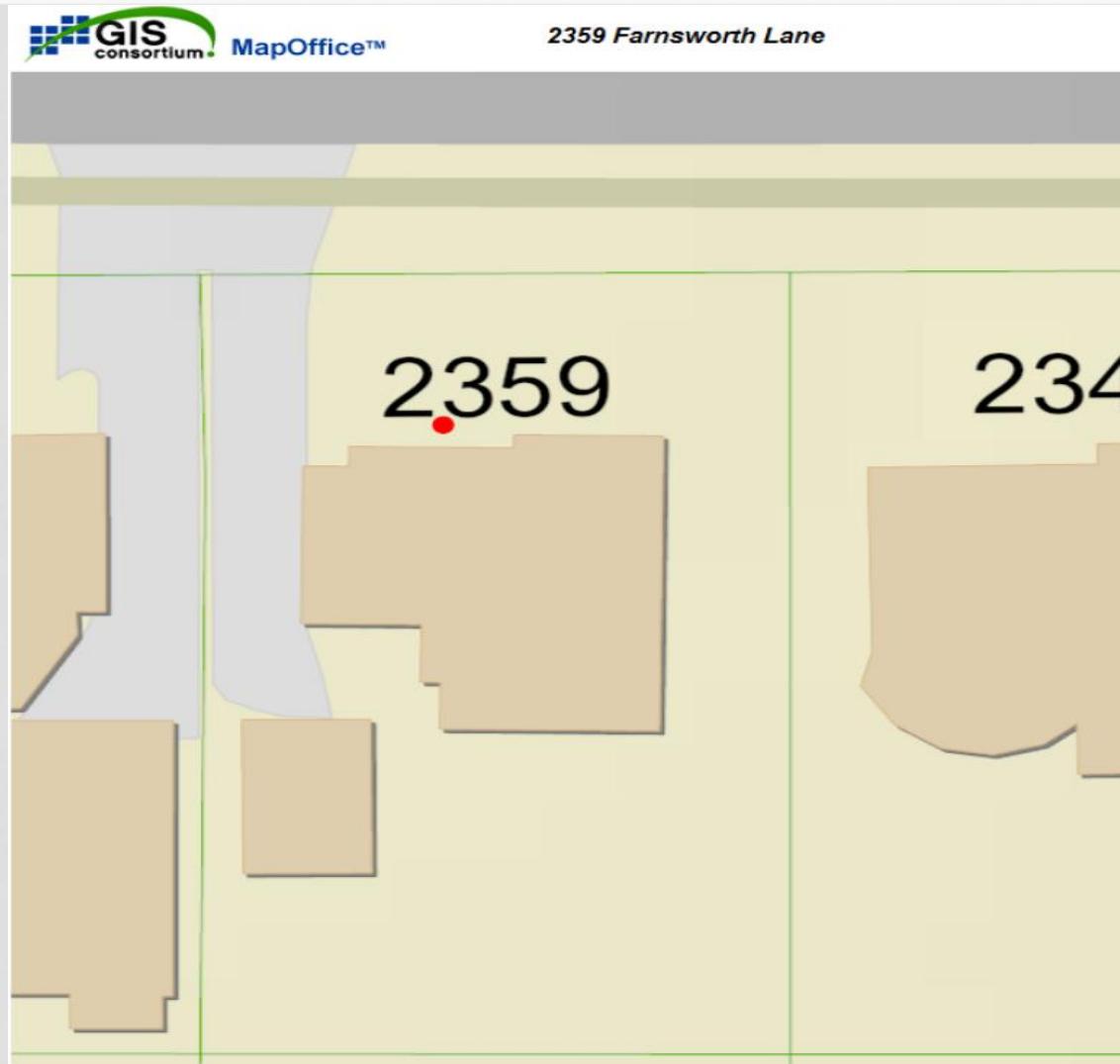
# 2359 FARNSWORTH LANE

- For the Tree Preservation and Protection Review Board's consideration is a permit request for the removal of one (1) 26 inch diameter landmark Sugar Maple within the required yard.
- The property owners intend to construct a larger patio and a pool in the rear yard of the property.
- The tree in question is in conflict with the construction of the pool.

# TREE REMOVAL REQUIRING TPPRB REVIEW

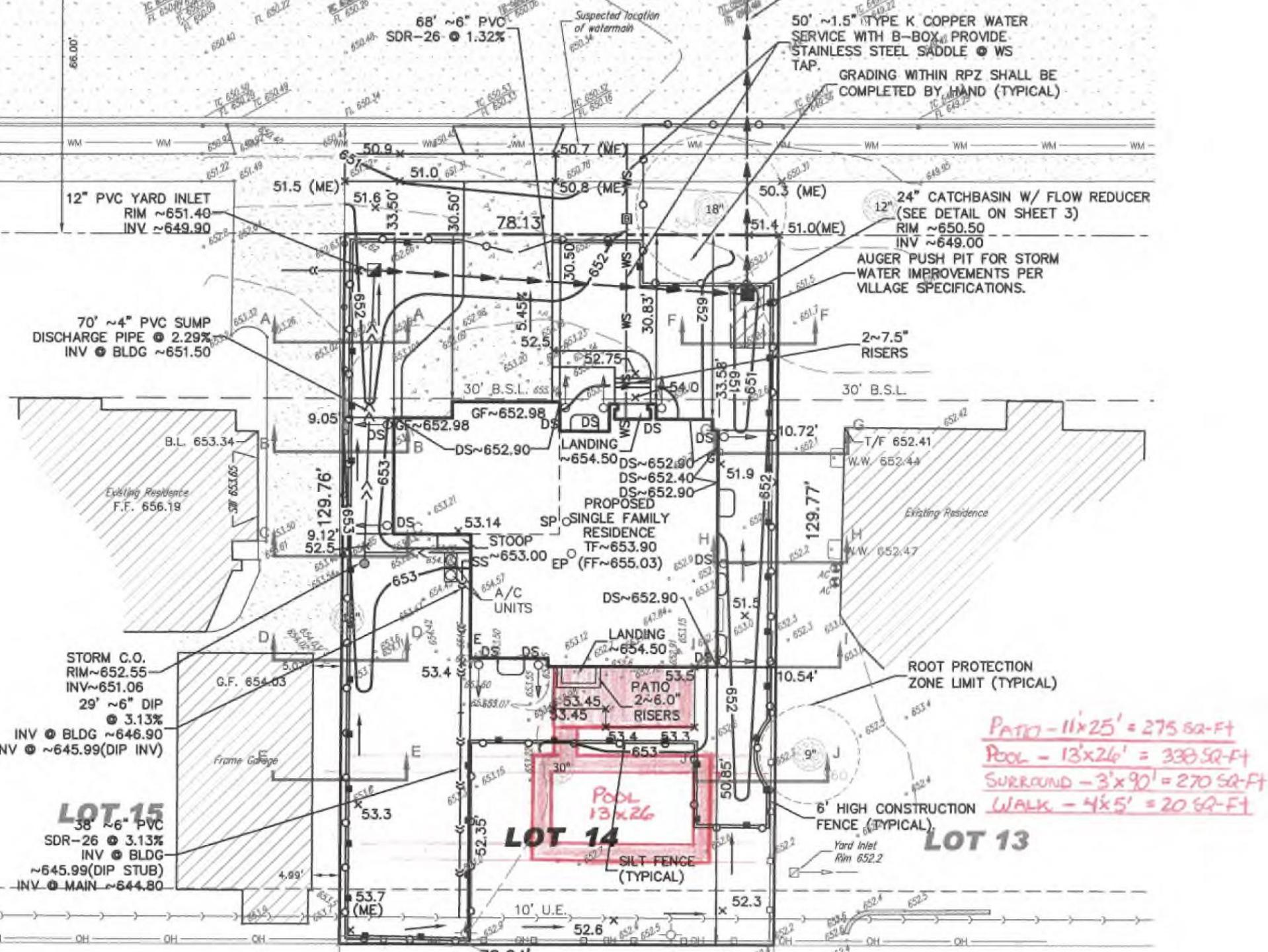
ID	Species	Diameter (inches)	Designation	Yard	Rating
#30	Sugar Maple	26	Landmark	Required	3

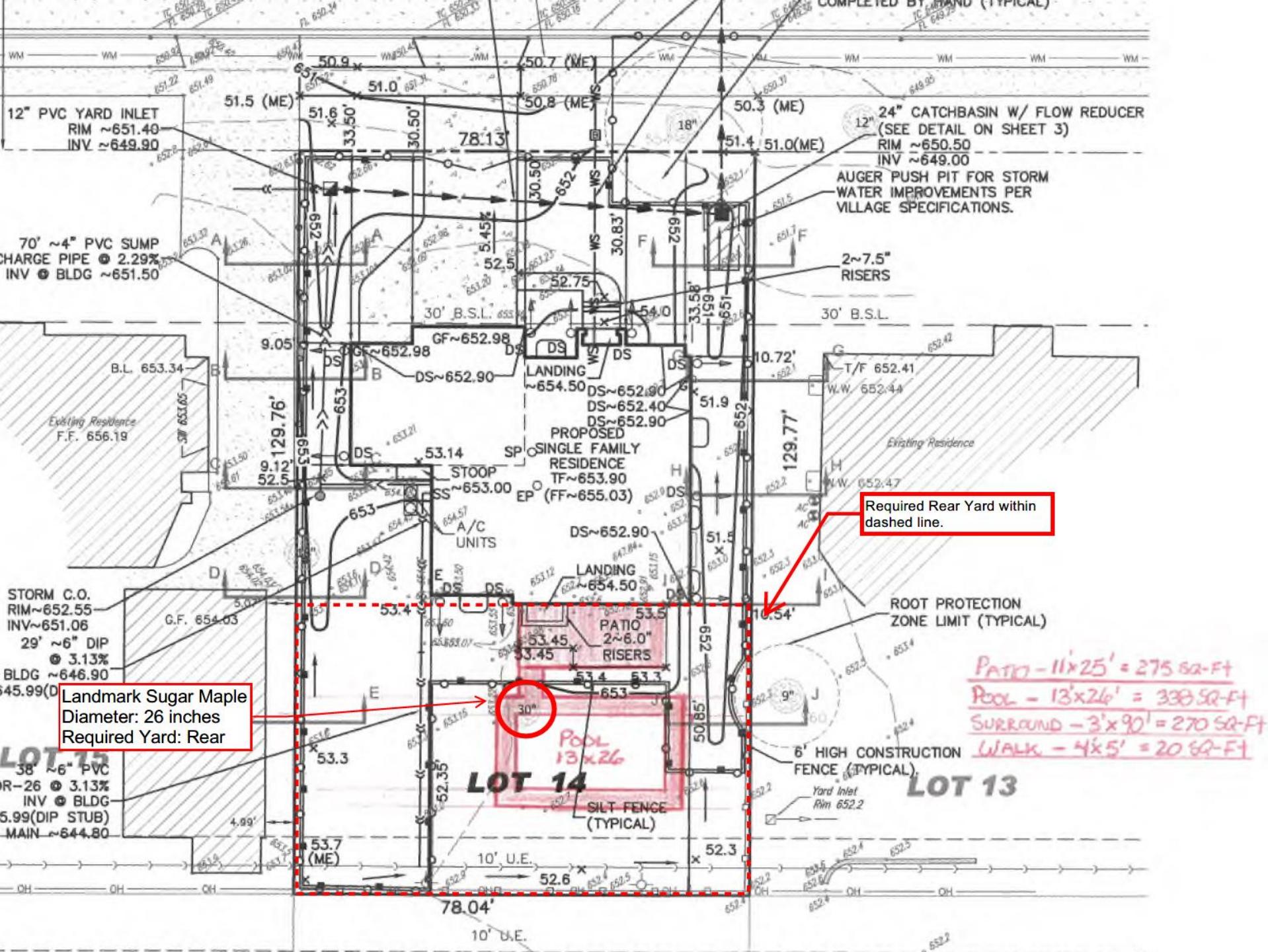
# 2359 FARNSWORTH LANE



# 2359 FARNSWORTH LANE









Landmark Sugar Maple  
Diameter: 26 inches  
Average to Good Health

# STAFF'S ASSESSMENT OF REQUEST

- Builder and property owner worked to save the landmark Sugar Maple through construction practices and design of the new home. Tree has also been trimmed to prevent it from being in conflict with the roof of the new home.
- The landmark tree in the required yard is in direct conflict with the construction of the proposed pool and would be patio compromised by the larger patio.
- The tree in question is in average to good health.

# CONSIDERATION OF REQUEST FOR TREE REMOVAL PERMIT

- If the removal of a landmark Sugar Maple in the required yard at 2359 Farnsworth Lane is recommended, staff recommends the following conditions:
  - \$150 per inch DBH be paid for the landmark tree (fee may be reduced based on reforestation).
  - Issuance of tree removal permit contingent on issuance of pool and patio permit.
  - If replanting is done to reduce the reforestation fee, it will be done with approved trees and outlined in a landscape plan approved by the Public Works Director.
  - The wood from the trees must be milled for a purpose other than firewood, mulch, or wood chips.
  - The property owner will be subject to any conditions associated with tree permits for the removal of additional trees.

# REQUESTED ACTION: 2359 FARNSWORTH LANE

- Provide a recommendation to the Village Board whether the applicant's request for removal of a landmark tree in the required yard should be approved, approved with conditions, or denied.