



## Planning Commission Staff Report

May 22, 2013  
Item 8.g.

**SUBJECT: Selection of two Commissioners to replace Commissioners Blank and Narum on the Heritage Tree Board of Appeals for 2013-2014**

Attachments: 1. Memorandum, May 22, 2013, Tree Preservation Ordinance  
2. Heritage Tree Board of Appeals Rules and Regulations

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### BACKGROUND

The Heritage Tree Board of Appeals is comprised of two Planning Commissioners and one Parks and Recreation Commissioner, each serving for a two-year term. The Board meets on an as-needed basis. There has been one meeting required of the Board of Appeals during the past two years.

In December 2008, the Planning Commission appointed Commissioners Phil Blank and Kathy Narum, to serve on the Heritage Tree Board of Appeals. They were reappointed in December 2010 to serve on the Board through 2012.

Commissioner Kathy Narum has been elected to the City Council, and Commissioner Phil Blank has completed his term of office on the Planning Commission. It is now time to consider the selection of two Planning Commissioners to replace Commissioners Narum and Blank the Heritage Tree Board of Appeals for the remainder of 2013 and 2014.

Attachment 1, Memorandum about the Tree Preservation Ordinance, Chapter 17.16 of the Municipal Code, describes how the ordinance is administered, the permit procedure, and the appeal process.

Attachment 2 describes the Board of Appeals' structure, term of membership, meetings, and responsibilities.

### STAFF RECOMMENDATION

Designate two (2) Planning Commissioners to serve on the Heritage Tree Board of Appeals.

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