



Tree Preservation Board Regular Meeting

Agenda

July 25, 2023 @ 5:00 pm

Winter Park City Hall

Commission Chambers

401 S. Park Ave.

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/bpm and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

-
1. **Call to Order**
 2. **Consent Agenda**
 - a. [Approval of May 23, 2023 Minutes](#) 5 Minutes
[Approval of June 27, 2023 Minutes](#)
 3. **Citizen Comments (for items not on the agenda): Three minutes allowed for each speaker**
 4. **Public Hearings**
(Public participation and comment on these matters must be in-person.)
 - a. [Tree Removal Appeal - 1241 Alexa Drive](#) 10 Minutes
 - b. [Tree Removal Appeal - 2923 Cove Trail](#) 10 Minutes
 5. **Action Items**
 6. **Non-Action Items**
 7. **Staff Updates**
 - a.
 - [Planning & Zoning Board code revision work session](#) 15 Minutes
 - [New plantings](#)
 - [Community Canopy](#)
 - [Urban Forestry Staffing](#)
 8. **Board Comments**
 9. **Upcoming Agenda Items**
 10. **Adjournment**



Tree Preservation Board

agenda item

item type	Consent Agenda	meeting date	July 25, 2023
prepared by	Laura Halsey	approved by	
board approval			
strategic objective			

subject

Approval of May 23, 2023 Minutes

Approval of June 27, 2023 Minutes

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[05.23.23 Minutes.pdf](#)

ATTACHMENTS:

[06.27.23 Minutes.pdf](#)



Tree Preservation Board Minutes

May 23, 2023 at 5:00 p.m.

Chapman Room
401 S Park Ave | Winter Park, Florida

Present

Kim Ashby, Steve Carras, Jill Bendick, Rebecca Gallardo

Absent

Christina Schloot, Melanie Love, Christine Girand

1. Call to Order

Meeting called to order by Chairperson, Kim Ashby at 5:10pm

2. Consent Agenda

a. Approval of the February 28, 2023 Minutes

Motion made by Jill Bendick, seconded by Steve Carras, to approve the minutes.

Motion carries unanimously.

3. Citizen Comments (for items not on the agenda)

4. Public Hearings

a. Tree Removal Appeal - 1336 Palm Ave.

City Arborist, Jorden Hinrichsen, presented the appeal. Applicants were not present for the appeal. Four Laurel Oaks were approved for removal and one 28" dbh Live Oak was denied. Mrs. Gallardo inquired if the pruning between the initial inspection date of 11/20/22 and the following inspection on 11/28/22 were permitted. Ms. Hinrichsen advised they did not discuss the pruning beforehand. Mr. Carras inquired if the tree was pruned in line with the property line. Ms. Hinrichsen stated it did appear they pruned the tree to be in alignment with the property line. Mrs. Gallardo inquired if the property owners had mitigation requirements for the trees approved for removal, which they do in accordance with the Code.

Motion made by Steve Carras, seconded by Rebecca Gallardo, to uphold denial of the appeal. Motion passes unanimously.

5. Action Items

6. Non-Action Items

7. Staff Updates

a. Meet your City Arborist

Mr. Nye introduced, Jorden Hinrichsen, new City Arborist. He informed the Board that she has a Bachelor's degree in Horticultural Production from Brigham Young

University, a Masters' Degree in Agriculture and Applied Science from North Dakota State University, she is ISA and Green Industries - Best Management Practices Certified. He stated she has been an asset to the team and has done very well learning the role and dealing with situations that arise. She has taken to her role very well and he is very impressed with her work thus far.

b. Duck Derby

Mr. Nye informed the Board that the City distributed 1000 trees to the community during the event.

c. Seven Oaks Groundbreaking

Mr. Nye informed the Board that the event went well and the City gave out a few Nuttall Oaks to the community.

d. Run for the Trees/Earth Day

Mr. Nye informed the Board that the event was quite successful and the City distributed 1300 Bald Cypress and 88 Nuttall Oaks to race participants. So, including the Community Canopy Program we have distributed about 1700 trees.

e. Howell Branch Habitat Preserve Preservation Project

Mr. Nye informed the Board that the project has been postponed until next year.

f. Urban Forestry Management Planning Workshop

Mr. Nye gave a brief synopsis of the workshop and how it was beneficial to his role in Urban Forestry. One of his biggest take-aways was learning that it is not his role to decide what the Urban Forestry Plan should consist of, it is the role of the Board, and he is responsible for bringing those ideas and projects to fruition. Mr. Nye is interested in identifying smaller scale projects and improvements that the Winter Park Land Trust Tree Committee can assist with. Ms. Ashby asked for study materials, or an agenda, regarding those topics to allow them to create a game plan on how to accomplish them.

g. Board Orientation

Mr. Nye informed the Board that orientation took place last night at City Hall and he had it listed on the Agenda for the previous month just as a reminder for the Board to attend.

h. Introduction - Winter Park Land Trust Tree Committee

Josh Nye informed the Board and introduced the Winter Park Land Trust Tree Committee. He stated their goal is to work in conjunction Leslie Poole, Chairperson; Sherry Andrews, Charlie Williams, and Ellen Cotton introduced themselves to the Board and discussed some of their goals such as ways to explore how they can work together with the TPB and support the work Urban Forestry & the City does, perhaps even help with funding.

Mr. Williams recapped the November meeting with Mr. Nye pertaining opportunities to supplement protocols the city already has in place. He mentioned possibility of purchasing larger trees and beautifying the streetscape. Where would the City & UF like to 'plug in' those funds?

Ms. Ashby mentioned what the canopy actually is, diversification, funding, possibility of adding tabebuias to the canopy. Gray spaces such as commercial spaces and right-of-ways are areas that could be improved. The Board suggested taking projects they are excited about to local schools, charter schools, etc. and provided them with a hands-on experience of tree canopy diversity. Ms. Ashby suggested the 'Tree House' concept again and the possibility of starting it at City Hall. Ms. Poole stated they do not want to re-create the wheel but want to work cooperatively on projects that are already in the works. Ms. Poole works with students at Rollins College on the topic of the importance of Urban Forestry and they could be a resource. Discussion on creating an annual State of the Canopy report and Mr. Nye is going to look into creating one.

8. Board Comments

9. Upcoming Agenda Items

10. Adjournment

Meeting adjourned at 6:15pm

/s/ Recording Secretary Laura Halsey



Tree Preservation Board Minutes

June 27, 2023 at 5:00 p.m.

Chapman Room
401 S Park Ave | Winter Park, Florida

Present

Kim Ashby, Christina Schloot, and Melanie Love

Absent

Rebecca Gallardo, Steve Carras, *Christine Girand, *Jill Bendick(V)

*RSVP'd but did not show

1. Call to Order

Meeting called to order by Chairperson, Kim Ashby at 5:10pm

2. Consent Agenda

a. Approval of the May 23, 2023 Minutes

Minutes approval tabled until next regularly scheduled meeting due to lack of quorum

3. Citizen Comments (for items not on the agenda)

Cynthia Edmonds, 1721 Windsor Dr, spoke regarding a tree on her property line that her neighbor had cut down without her consent while she was not home. The neighbor was given an “after-the-fact” permit for removing the tree without approval. Ms. Edmonds is upset that the tree was taken down and the neighbor was not reprimanded further. She stated the neighbor was only fined \$35.00 and required to replant two 3” caliper shade trees.

Mr. Nye clarified that the “after-the-fact” permit is for documentation purposes and does not imply the removal was approved. It is a formality in order to get the code violation in process. Board inquired if the neighbor would be required to follow the same process as the party on Azalea Lane. Mr. Nye stated that as long as the neighbor complies and replants as required per the permit there will be no further action required.

Ms. Edmonds stated the neighbor planted little gem magnolias which she does not agree should be considered as meeting the requirements. Mr. Nye stated if they are indeed little gems, those will not be sufficient as they are not considered shade trees. Staff will visually confirm the plantings and follow up with the neighbor. Chairperson, Ms. Ashby, stated she understands the situation but does not feel comfortable speaking further on the details without it being an action item, without documentation and details pertaining to the removal, and without the neighbor being present.

4. Public Hearings

a. Tree Removal Appeal - 1241 Alexa Dr.

Appeal tabled until next regularly scheduled meeting due to lack of quorum.

b. Tree Removal Appeal - 2923 Cove

Resident, Mr. Woodson was in attendance to present his case. Mr. Nye is going to recall the application and review it with City Clerk to ensure he explores all the options for the appellant. Mr. Woodson stated he will be leaving town in two weeks and will be gone for two months. He is very concerned about storm damage. Ms. Ashby apologized for the lack of quorum. Action on appeal tabled until next regularly scheduled meeting due to lack of quorum.

5. Action Items

6. Non-Action Items

7. Staff Updates

a. Tree Recording Project

Mr. Nye, Parks Service Manager, informed the Board that he was approached by a gentleman after the Seven Oaks project who proposed working on a project recording the electromagnetics surrounding trees. Board expressed interest and would like to know more about the project. Ms. Schloot stated she would be willing to make a connection with Rollins College pertaining to the project. Ms. Love inquired how many red maples have been planted in the City. Mr. Nye stated a few years ago a Mead Gardens project included planting a series of different species of which many were red maples. There are 210 red maples listed in our TreeKeeper system at this time. He stated that Magnolias and red maples require at least some irrigation so he tries not to plant them in areas that do not appear to have appropriate irrigation.

Mr. Nye informed the board that the developer, Fred Shaw, recently passed away so the case of Shaw vs City of Winter Park has been finalized and the court upheld the case in favor of the City. Ms. Ashby, inquired about having a “take away” printed out in order to be mindful and to distribute to others looking to develop in Winter Park so that everyone is properly informed. Mr. Nye agrees and believes expanding peoples’ knowledge on how trees can be harmed during construction activity would be beneficial.

8. Board Comments

9. Upcoming Agenda Items

10. Adjournment

Meeting adjourned at 5:39pm

/s/ Recording Secretary Laura Halsey



Tree Preservation Board

agenda item

item type Public Hearings (Public participation and comment on these matters must be in-person.)	meeting date July 25, 2023
prepared by Laura Halsey	approved by
board approval	
strategic objective	

subject

Tree Removal Appeal - 1241 Alexa Drive

motion / recommendation

Staff recommends Board uphold the denial.

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[20230612 1241 Alexa Dr Tree Removal Permit Appeal.pptx](#)

Tree Removal Permit Appeal: Case # 23-0002

- ▶ 1242 Alexa Dr Winter Park, FL 32789-5914
- ▶ Parcel ID #17-22-30-9046-00-280
- ▶ Zone: PURD
- ▶ Tree Removal Permit Appealed: TRP-2023-0108

1241 Alexa Dr 17-22-30-9046-00-280

Name(s):

Bodolay Edward G
Toth Susan

Physical Street Address:

1241 Alexa Dr

Property Use:

0104 - Single Fam Class IV

Mailing Address On File:

1241 Alexa Dr
Winter Park, FL 32789-5914
[Incorrect Mailing Address?](#)

Postal City and Zip:

Winter Park, FL 32789

Municipality:

Winter Park



302217904600280 03/08/2006

[Upload Photos](#)

[View 2022 Property Record Card](#)



PROPERTY FEATURES



VALUES, EXEMPTIONS AND TAXES



SALES



MARKET STATS



LOCATION

2023 Values will be available in August of 2023. To see the certified values, go to the Values, Exemptions and Taxes Tab.

[View Plat](#)

Property Description

WATERBRIDGE 8/27 LOT 28

Total Land Area

15,282 sqft (+/-) | 0.35 acres (+/-)

Land

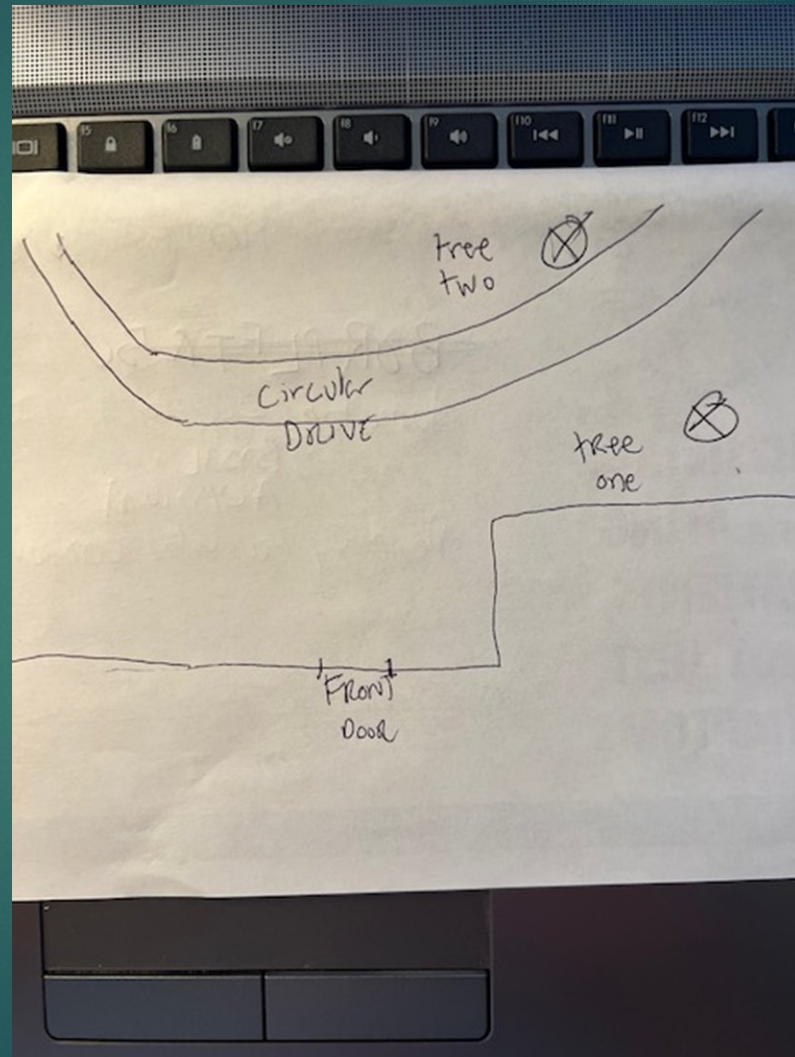
[GIS Calculated](#)

[Notice](#)

Land Use Code	Zoning	Land Units	Unit Price	Land Value	Class Unit Price	Class Value
0100 - Single Family	PURD	1 LOT(S)	Working Value...	Working Value...	Working Value...	Working Value...

TRP-2023-0108

- ▶ Denied:
 - ▶ Live oak 45"
 - ▶ Live oak 36"



Power Line?^{*} NoZone Clearance Needed?^{*} YesPlease Specify Property Use:^{*} Single Family D...

Tree(s) Information

Tree Species

oak, I do not know what 'zone clearance needed' refers to

Estimated DBH

I do not know what this means

Health

ok, but trees were not planted there, they have bad structure

Reason for removal digging driveway to repair and will damage roots



City of Winter Park
401 S Park Ave, Winter Park, FL 32789

Permit NO.: TRP-2023-0108 Permit IVR Number: 289709
Permit Type: Tree Removal
Work Classification: Tree Removal
Permit Status: Denied
Issue Date: Expiration:

Location Address Parcel Number
1241 ALEXA DR, WINTER PARK, FL 32789-5914 302217904600280

Contacts
Edward Bodolay Property Owner
1241 1241 Alexa Dr, Winter Park, FL 32789
(407)644-8220 edbodolay@cfl.rr.com
Edward Bodolay Applicant
1241 1241 Alexa Dr, Winter Park, FL 32789
(407)644-8220 edbodolay@cfl.rr.com

Description: DENIED: trees do not meet criteria for removal at this time.
Valuation: \$ 0.00
Total Sq Feet: 0.00
Inspection Requests:
407-599-3350

Fees	Amount	Payments	Amt Paid	Inspections:	
Residential Tree Removal	\$35.00	Total Fees	\$35.00	Inspection Type	IVR
		Credit Card	\$35.00	Arborist Inspection	
Total:	\$35.00	Amount Due:	\$0.00		

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.

FAILURE TO OBTAIN FINAL INSPECTIONS AND CERTIFICATE OF OCCUPANCY/COMPLETION BY THE PERMIT HOLDER IS A CITY BUILDING CODE VIOLATION

CONSTRUCTION OR EQUIPMENT GENERATING NOISE MUST NOT BEGIN PRIOR TO 7 AM OR AFTER 8 PM, MON - SAT OR ON SUNDAYS OR HOLIDAYS

Issued By: Jordan Hinrichsen Date

Species: *Quercus virginiana*
DBH: 45"



May 18, 2023

Species: *Quercus virginiana*

DBH: 36"



May 18, 2023

Urban Forestry recommends
upholding the denial.



Tree Preservation Board

agenda item

item type Public Hearings (Public participation and comment on these matters must be in-person.)	meeting date July 25, 2023
prepared by Laura Halsey	approved by
board approval	
strategic objective	

subject

Tree Removal Appeal - 2923 Cove Trail

motion / recommendation

Staff recommends the Board uphold the denial.

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[20230612 2923 Cove Trl Tree Removal Permit Appeal.pptx](#)

Tree Removal Permit Appeal: Case # 23-0003

- ▶ 2923 Cove Trl Winter Park FL 32789-1159
- ▶ Parcel ID # 29-21-30-2122-00-140
- ▶ Zone: R-1A
- ▶ Tree Removal Permit Appealed: TRP-2023-0126

2923 Cove Trl 29-21-30-2122-00-140

Name(s):

Woodson Dennis M II

Woodson Catherine A

Physical Street Address:

2923 Cove Trl

Property Use:

0104 - Single Fam Class IV

Mailing Address On File:

2923 Cove Trl

Winter Park, FL 32789-1159

Incorrect Mailing Address?

Postal City and Zip:

Winter Park, FL 32789

Municipality:

Winter Park



302129212200140 02/14/2006

Upload Photos

View 2022 Property Record Card

2023 Values will be available in August of 2023. To see the certified values, go to the Values, Exemptions and Taxes Tab.

View Plat

Property Description

DOMMERICH COVE 2/21 LOT 14 & W 21 FT OF LOT 18

Total Land Area

16,055 sqft (+/-) | 0.37 acres (+/-)

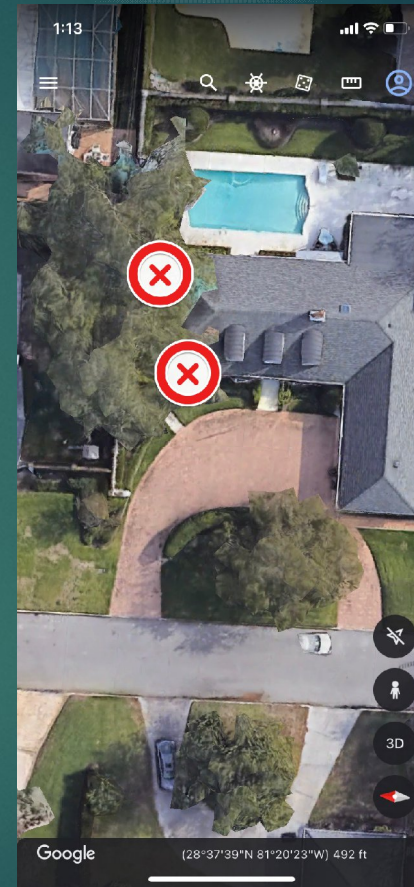
GIS Calculated

Notice

Land Use Code	Zoning	Land Units	Unit Price	Land Value	Class Unit Price	Class Value
0100 - Single Family	R-1A	1 LOT(S)	Working Value...	Working Value...	Working Value...	Working Value...

TRP-2023-0126

- ▶ Denied:
 - ▶ Live oak 13"
 - ▶ Live oak 23"



Power Line?¹ NoZone Clearance Needed?¹ NoPlease Specify Property Use:¹ Single Family D...

Tree(s) Information

Tree Species Live oak (Quercus virginiana)

Estimated DBH 11" DBH
21" DBH

Health Good

Reason for removal Safety - Very close to house. Roots / foundation



City of Winter Park
401 S Park Ave, Winter Park, FL 32789

Permit NO.: TRP-2023-0126 Permit IVR Number: 290083

Permit Type: Tree Removal
Work Classification: Tree Removal
Permit Status: Denied
Issue Date:

Expiration:

Location Address

Parcel Number

2923 COVE TRL, WINTER PARK, FL 32789-1159

302129212200140

Contacts

Dennis Woodson (407)445-1555 dwoodson@cfl.rr.com	Property Owner	Michael Hoffman 123 Atlantic DR, Maitland, FL 32751 (407)941-5075 michael.hoffman@davey.com	Applicant
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Description: Live oaks do not meet criteria for removal at this time.

Valuation: \$ 0.00
Total Sq Feet: 0.00

Inspection Requests:
407-599-3350

Fees	Amount
Residential Tree Removal	\$35.00
Total:	\$35.00

Payments	Amt Paid
Total Fees	\$35.00
Credit Card	\$35.00
Amount Due:	\$0.00

Inspections:	
Inspection Type	IVR
Arborist Inspection	

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Issued By: Jorden Hinrichsen

Date

June 12, 2023 POST IN A CONSPICUOUS PLACE

Page 1 of 1

Species: *Quercus virginiana*
DBH: 13"



Species: *Quercus virginiana*
DBH: 23"



Urban Forestry recommends
upholding the denial.



Tree Preservation Board

agenda item

item type	Staff Updates	meeting date	July 25, 2023
prepared by	Laura Halsey	approved by	
board approval			
strategic objective			

subject

- Planning & Zoning Board code revision work session
- New plantings
- Community Canopy
- Urban Forestry Staffing

motion / recommendation

background

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fiscal impact