

## Tree Planting Partner Biannual Meeting

#### Notes

Date: Friday, January 26, 2024

Time: 9 a.m.

Attendees: PKW: Michael Karam, Brittany Mulla McGovern, Liam Kraus, Hailey Bowen, Amanda Walker

HCS: Dr. Angela Chalk

SOUL: Emily Stieber

GNOF: Dan Favre

### **Agenda**

1. Welcome Michael Karam

Michael welcomed and thanked the attendees for joining.

2. Review of 2022 Tree Planting Project Award

Brittany Mulla McGovern

a. Successful tree establishment

Brittany reminded the 2022 Award recipients that PKW's arborists will inspect the project plantings after February 13, 2024 for any issues or further needs.

b. Overview of Award

Brittany thanked the 2022 Award recipients who have successfully closed out their 2022 Award and noted appreciation for their diligent record keeping.

# 3. Permitting Requirements

Hailey Bowen

a. See Image A

PKW will require aerial imagery, versus sketches, for the upcoming 2024 planting season permitting process. Aerial imagery ensures accurate, versus approximate, documentation required by PKW and other city and state agencies, as well as public record keeping. Aerial imagery permitting will streamline the bulk permit application process and should result in faster approval by PKW. Hailey suggested (1) screenshotting an image from <a href="CNO Property Viewer">CNO Property Viewer</a> (which is an aerial image to scale that shows edifices, utilities, etc.), (2) printing the image to scale, (3) marking the tree location in the filed on the printed image, and (4) scanning the marked image to be included in the permit application.

Hailey reminded the Tree Planting Partners to utilize PKW's <u>Permitting Checklist for the ROW Planting Strip Projects</u>. Angela asserted that HCS should not be held responsible for any ROW planting by residents near HCS' planting project; Hailey agreed and added that the upcoming aerial imagery permitting requirement would prevent any confusion.

Emily inquired if a marked aerial image is required for every single tree; Hailey confirmed that an aerial image is required for every single tree, however multiple trees can be marked on an aerial image (ex. multiple trees can be pinpointed on an aerial image of a street block).

Angela and Emily expressed concern over the additional labor and administrative costs incurred by the requirement. Amanda suggested partners could utilize their current GIS applications (ex. i-Tree) if using tablets in the field.

Angela offered to test utilizing and troubleshooting the aerial imagery screenshot printout method suggested by Hailey; Brittany thanked Angela. Brittany reiterated that this requirement is to streamline the permitting process for the Tree Planting Partners who submit bulk permit applications and thanked the organizations for their willingness to pivot with PKW as the department adopts new technologies.

Brittany offered to compile, circulate, and post on the PKW website a document with examples of appropriate aerial imagery permit submissions (including website hyperlinks, third party programs, etc.).

# 4. DOTD Vegetation Enhancement Permit

Michael Karam

a. See Image B

Michael stated that DOTD requires an additional permit application only when planting on DOTD property, which is to be submitted to PKW along with the PKW permit. The red Xed areas in Image B are to be left blank by the applicant and filled out by PKW; the applicant should fill in the blue shaded areas. Click here for DOTD's Orleans Parish highway map.

Hailey alerted the Tree Planting Partners that DOTD has more restrictive planting requirements than PKW; Angela asked PKW to work with DOTD to allow native species.

5. DPW "Street Cut" Concrete Removal Fee Michael Karam Michael stated PKW engaged DPW, who agreed to wave street cut permit fees on tree plantings in the ROW as of January 23, 2024. Angela and Emily expressed their gratitude.

### 6. Looking Ahead

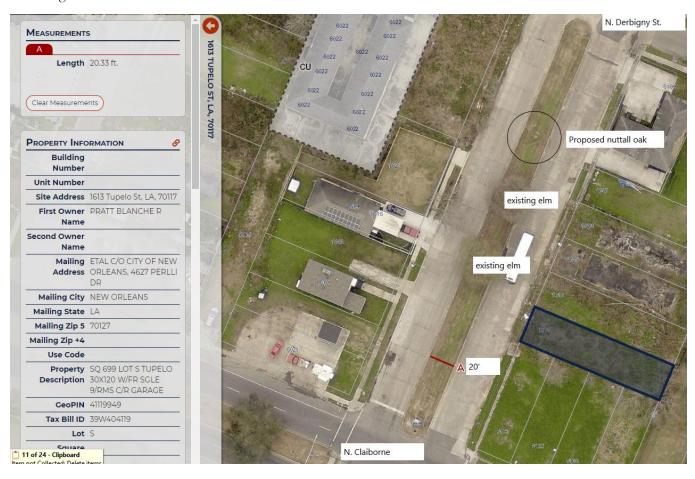
Brittany Mulla McGovern

a. Next Biannual Meeting - July 2024

Brittany alerted the attendees that the next Biannual Meeting will be in July 2024 and possible dates will be circulated to gage availability.

Emily asked for an update on tree planting partners pruning trees, which was discussed on July 14, 2023; Michael stated that PKW is still finalizing the details and/or decision.

# 4. a. Image A



| Four (4) copies of the drawings must accompany<br>this permit application  | Permit Number   |
|--|---|
| Jet approximate  | CONTROL SECTION   |
| ENTERED IN COMPUTER FILE   |   |
|  |   |
| INITIAL AND DATE   | STATE OF LOUISIANA  |
| DEPARTMENT   | T OF TRANSPORTATION AND DEVELOPMENT   |
| VEGETA   | TION ENHANCEMENT PERMIT   |
| A conv of this permit shall  | (Required by State Law) Rev 3/23<br>Il be available at the site where and when work is performed.   |
|  | to a random at the site where and when work is person inch.   |
| hereas   | (Print or type name of applicant)   |
|  | DEMERSON DESCRIPTION (\$10)   |
| einafter termed applicant, requests a permit for the use   | and occupancy of the right-of-way of State Highway No.  |
|  | Parish, located as follows:   |
| m:   | Lat: Long:  |
| (distance from nearest intersecting point, road, or state highway)   | Lat: Long:  |
| (distance from nearest intersecting point, road, or state highway)   | (in Decimal Degrees, e.g. Lat:-30.459, Long: -91.178)   |
|  |   |
| the planting and/or removal, operation, and maintenance  | e of the following described project:   |
|  |   |
| Durings visibility begateting alonging for outdoor of  | advertising, a copy of the issued outdoor advertising permit and photos must be attact  |
| imated value of this project:  | nuvertising, a copy of the issued outdoor advertising permit and photos must be attach  |
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