



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 East Anapamu Street, Room 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Planning & Development
Department No.: 053
For Agenda Of: June 19, 2007
Placement: Set Hearing
Estimated Tme: 30 minutes on July 3, 2007
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department John Baker (805.568.2085)
Director
Contact Info: Dianne Black, Assistant Director (805.568.2086)
SUBJECT: Urban Oak Tree Interpretive Guidelines

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

On June 19, 2007, that the Board of Supervisors set the Urban Oak Tree Interpretive Guidelines for hearing on July 3, 2007.

On July 3, 2007 that the Board of Supervisors consider the recommendations of the County and Montecito Planning Commissions to accept the Urban Oak Tree Interpretive Guidelines.

Background:

The County has several policy documents, including the Comprehensive Plan and all the community plans, which address protection of oaks in the urban areas. The policies contain language about protecting urban oaks "to the maximum extent feasible," a phrase that is open to interpretation. Interpretive Guidelines for oaks in urban areas have never been adopted by the Board of Supervisors although they have been discussed as part of earlier process improvement efforts.

Community Planning Renaissance (CPR), a private group of architects, planners and permit expeditors, has been working with County staff, arborists, architects, landscape architects and developers to revise existing guidelines in urban areas where permits are required and oaks are onsite. CPR members have found that applicants do not understand the County's policies relating to urban oak trees and they perceive that oaks may be an impediment to developing their property or adding on to their home, leading some property owners to remove some oaks before submitting plans to the County.

In developing the urban oak tree guidelines, Staff's and CPR's primary goal has been to clarify the County's policies relative to urban oaks and help applicants understand that oaks are an asset and not a liability. The intent is to convey that the County will work with applicants and designers to incorporate oaks into their project in a manner that benefits the property and ensures the long-term health of the oaks onsite. The guidelines are set up in a user-friendly, tri-fold brochure format for ease of use and understanding.

Revisions to Urban Oak Guidelines:

The new urban oak tree guidelines do not change existing policy but simply make policies relating to oaks in urban areas clearer. Three primary issues are clarified in the guidelines:

- **Tree Protection Zone definition** - Historically the County had defined the "tree protection zone" around an oak as being the area under the drip line of the tree, plus a five foot radius. In recent years, the practice had changed to a more complicated formula based on "critical root zone." Many people found the critical root zone approach confusing which apparently lead to more oak trees being removed prior to submittal. The attached guidelines go back to the simpler "drip line plus five feet" description of the tree protection zone which is much easier for people to understand and see in the field.
- **No change to priorities in oak treatment** – The guidelines also make it clear that the preference is to avoid impacting oaks or, if avoidance is not possible, the ways to minimize and mitigate impacts. These priorities reflect existing policies and are not proposed to change.
- **When is a Tree Protection Report required?** One concern about the County's existing policies is that it isn't clear when a Tree Protection or Arborist's Report is required. The revised guidelines are clear that if a proposal encroaches within the Tree Protection Zone (i.e., drip line plus 5 feet), then a report must be prepared. The revised guidelines clearly spell out the required contents of the report that would meet County requirements.

The guidelines are for oak trees in urban areas only, i.e., they do not apply to agriculturally zoned or rural areas. Once accepted by the Board, County staff will work with CPR to educate the public about the guidelines and the value of oaks trees in the urban environment.

Oversight Committee and Planning Commission Recommendations:

The guidelines have been reviewed by the Montecito and County Planning Commissions at a total of four meetings starting with a workshop with the Montecito Commission on July 19, 2006 and the County Commission on July 26, 2006. The County Planning Commission reviewed the guidelines again at their January 24, 2007 meeting and, on February 7th, recommended that the Board of Supervisors accept the Urban Oak Tree Interpretive Guidelines. The Oversight Committee has also reviewed them on several occasions and recommends acceptance. The Planning Commission recommended that the guidelines be accepted on a 4 – 1 vote.

Please refer to Attachments B, C and D, Planning Commission staff reports, for further background information and analysis.

Fiscal & Facilities Impacts:

Preparation of the guidelines has been completed as part of P&D's ongoing Process Improvement Program. Public education about the guidelines will be done in concert with Community Planning Renaissance, a private group of architects and planners. Funding for the Process Improvement Program is budgeted FY 2006-07 budget in the Administration, Development Review North, and Development Review South programs on pages D-280, D-286 and D-290.

Staffing Impacts: The implementation of the guidelines will be handled by existing P&D staff including those working on Process Improvement.

Legal Positions:

0

FTEs:

0

Special Instructions:

1. The Planning and Development Department will satisfy all noticing requirements.

Attachments:

- A. Proposed Urban Oak Tree Interpretive Guidelines (tri-fold brochure)
- B. County and Montecito Planning Commissions staff report (w/o attachments) – July 7, 2006
- C. County Planning Commission staff report (w/o attachments) – January 24, 2007
- D. County Planning Commission staff report (w/o attachments) – February 7, 2007

Authored by:

Pat Saley (805.568.2000)

Impact Assessment & Protection (continued)

4. Removal

A Tree Protection Report is required if oak trees are proposed for removal. When an arborist's report indicates that the project would have significant impacts such that the tree could be removed or lost, the tree is considered impacted & replacement is required. Impacts that may result in a weakened or declining tree are also considered impacted & replacement would be required.

5. Replacement



Where a Tree Protection Report is required & replacement is proposed, replacement is required at a ratio of up to ten oaks of an appropriate size per tree lost. The size & number of trees planted depends on the size & health of the trees lost as determined by the

professional preparing the report. Peer review of the report may be required. Generally, planting acorns or 1-gallon stock trees is preferred but in urban areas where replanting area is limited, the use of 24" boxed trees may be accepted at a 3:1 ratio. For planting more than 30 trees, a separate Mitigation Plan may be required.

NOTE: These guidelines provide a general overview of permit procedures where oaks are involved. Additional information is available in the various Community Plans & in other County policy documents available at www.sbcountyplanning.org/



COUNTY OF SANTA BARBARA

Planning and Development

*County of Santa Barbara
Planning and Development*

Accepted by Board of Supervisors, *date*

Urban Oak Tree Interpretive Guidelines *Revised Draft*

February 7, 2007



South County
123 E. Anapamu St
Santa Barbara, CA
(805) 568-2000

North County
624 W. Foster Rd, Ste C
Santa Maria, CA
(805) 934-6250

<http://www.sbcountyplanning.org/>

Introduction and Purpose

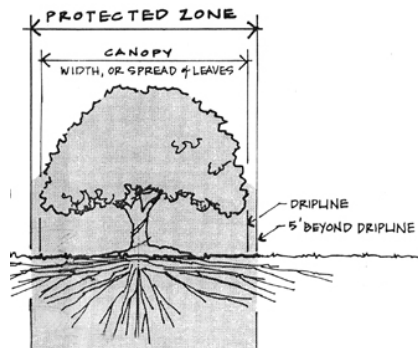
County policies require the preservation of native oaks to the maximum extent feasible. Previously these policies had resulted in some people seeing oaks on their property as liabilities, not assets, and they removed the oaks before submitting an application to the County. These guidelines are intended to assist landowners in planning new development that benefits from retaining existing oak trees while allowing desired and reasonable use of their land. These guidelines also provide guidance to staff and decision-makers in their application of the County's existing oak tree protection policies. These guidelines apply to properties in urban areas with oaks where a permit is required for a proposed project. If a permit is not required, these guidelines do not apply. Contact the Planning & Development Dept. to clarify the need for a permit.

When is a Tree Protection Report required?

Where a permit is required, a Tree Protection Report is required if a project will encroach into the Tree Protection Zone of a native oak.

What is a Tree Protection Zone?

Tree Protection Zone (TPZ) is defined as the area within the drip line of an oak + a 5-foot buffer.



[Removed note]

Tree Protection Report Guidelines

- Required when a proposal is anticipated to affect an oak tree's TPZ.
- Must be prepared by an ISA certified arborist, a qualified biologist or a registered professional forester with 3-4 years of (preferably local) experience.

Tree Protection Report Contents

- Assessment of oaks that may be affected by a development proposal.
- Analysis of potential impacts.
- Recommendations for mitigation and maintenance.
- Identify number of replacement trees of the same species as the impacted tree and from local genetic stock where feasible. Size of the replacement trees may vary depending on circumstances.
- Discussion of proposed locations that foster growth of new trees and their initial and ongoing maintenance.
- Follow-up care and maintenance should be included.
- Applicant's information and site address
- Report preparer's name & certification number
- Project description, e.g.
 - Existing use
 - Proposed use
 - Number, age & health of oak trees
 - Identification of & total number of trees
 - Construction staging and parking area
- To-scale site plan showing:
 - All oaks in proximity to construction & sizes
 - Location of new construction,
 - Where construction materials will be stored and vehicles parked, etc.



Impact Assessment And Protection

The following approaches are encouraged to assist landowners in planning projects that are enhanced by retaining existing oak trees (in priority order):

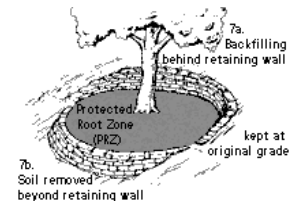
1. Avoidance of TPZ

A Tree Protection Report is not needed if the TPZ is avoided.

2. Minimization

A Tree Protection Report would be required if encroachment into the TPZ is planned.

The concept is that minimal disturbance would not be likely to significantly risk the long-term survival of a tree if techniques are utilized that minimize disturbance to root systems (e.g, avoiding fill within drip line, hand-trenching around roots, etc).



3. Relocation

A Tree Protection Report is required if oak trees are proposed for relocation. It is suggested that oaks be relocated by a company with experience and a good track record in moving oaks. A maintenance plan is required to ensure survival of the tree for a minimum of three years. If the tree dies, it must be replaced with a tree of comparable value or a specified number of appropriately sized trees & maintained to ensure survival. The proposed relocation of an oak is treated the same as removal in terms of required mitigation.

ATTACHMENT B

COUNTY OF SANTA BARBARA PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Montecito Planning Commission
County Planning Commission

FROM: Dianne Meester, Assistant Director
Pat Saley, Planner

DATE: July 7, 2006

RE: **Workshop on Proposed Revisions to Urban Oak Tree Interpretive Guidelines**

- **Montecito Planning Commission meeting of July 19, 2006**
- **County Planning Commission meeting of July 26, 2006**

Introduction

Community Planning Renaissance (CPR), a private group comprised of architects, planners and permit expeditors, has been working with County staff to revise existing guidelines for processing permits in urban areas where oaks or other native trees are onsite. The purpose of the two Planning Commission workshops is to discuss proposed revisions to the guidelines to make them more clear, concise and workable in the interest of protecting and incorporating oaks into projects. Planning Commission input is being sought at this early date to ensure that this is a worthwhile endeavor to improve the permit review process and save oaks in the urban landscape.

CPR members approached County staff about working together to clarify the guidelines in the interest of encouraging people to retain and incorporate oaks and native trees into their projects. Assuming the guidelines are revised and adopted by the Board of Supervisors, an educational effort would be initiated to inform realtors, contractors, landscapers, architects and others about the revised guidelines.

Background

The County has several policy documents, including the Comprehensive Plan and several community plans, that address oaks and other native trees. The policies (Attachment 1) often contain language about saving and protecting oaks "to the maximum extent feasible." According to CPR members who are familiar with how oaks are viewed by property owners, many applicants would prefer to remove their oak trees prior to submitting for review of a staff level permit than run the perceived risk of being precluded from reasonable development because of the presence of native trees. CPR's experience is that the oak and native tree policies have been very strictly interpreted, leaving many in the public with the perception that if they have an oak on their property, they would not be able to build anything remotely close to that tree. Whether that is what the policies intend or not, the net result is that trees are being removed and property owners are reluctant to plant new oaks or native trees.

Except for the oak and native tree policies mentioned above and included in Attachment 1, the County does not have a tree protection or removal ordinance covering the urban parts of the Article III or Inland area. The Coastal Zoning Ordinance (Article II) includes tree removal provisions (Section 35-140) included in Attachment 2. Interpretive Guidelines have never been adopted by the Board of Supervisors.

On June 28, 2006, the Oversight Committee discussed this item and the proposed interpretive guidelines (Attachment 3) and unanimously agreed that “In principle, the Oversight Committee agrees with the intent and direction of the revised interpretive guidelines.” For the record, P&D staff did not participate in the vote on this matter but, in general, agreed with the direction.

Discussion

Early in our discussions with CPR about this issue, P&D staff conducted some research as to how oaks and native trees are addressed in other jurisdictions, particularly counties in coastal California (see Attachment 4). Staff also talked extensively with an experienced arborist from Ojai, Paul Rogers, who prepares tree protection reports for applicants in many jurisdictions in the tri-county area. Based on our discussions and research, the highlights of the proposed interpretive guidelines are:

1. **Applicability** – Most ordinances and guidelines address Coast Live Oaks with a diameter of at least 6 inches at 60 inches above the tree base (“diameter at breast height” or dbh). This has been the County’s approach historically and is still proposed in the revised interpretive guidelines (Attachment 3).
2. **Tree Protection Zone (TPZ)** – County staff had previously been using the “drip line plus six feet” approach to the tree protection zone but, more recently, had been using the “critical root zone” approach to identifying areas around oaks and natives that need protection when a project is proposed. The critical root zone can vary in size and may be especially large for older, mature trees. Most jurisdictions we surveyed use the drip line of a tree plus a five foot radius (see Attachment 4). CPR and the Oversight Committee agreed that having a clear and unambiguous definition of the area of concern would go a long way to protecting and incorporating oaks into projects. The proposed guidelines define the TPZ as drip line plus five feet.
3. **When is an arborist’s or tree protection report required?** In the past, there has been uncertainty about when a tree protection report is required. Basically, the proposal for a tree protection report is any encroachment into the Tree Protection Zone. The purpose of the report is to identify the impacts and mitigation to ensure the long term viability of the tree. One aspect of recent tree protection reports is that they usually include an appraisal of the tree’s value. This has resulted in contractors and property owners realizing that the tree is valuable and an asset worth saving.
4. **What is allowed within the Tree Protection Zone?** CPR and staff explored whether there could be a concise list of projects that would be allowed within the TPZ without a tree report. After talking to Mr. Rogers and reviewing other ordinances, we concluded that there isn’t a standard list of projects that could be allowed. We realized that defining what could be allowed under a particular tree is part of the purpose of a tree protection report as each situation is different. A major change in these proposed guidelines is the message that some development within a tree’s drip line is possible with appropriate mitigation and maintenance.

5. **Maintenance and bonding** – The guidelines propose that bonding be required when trees are proposed for removal or relocation. The Oversight Committee was somewhat concerned about bonding for an extended period of time, e.g., three years. They understood that bonding helps to ensure the tree's survival and, if it does die, can pay for its replacement. However, the mechanics of bonds were of concern to some. P&D staff will look into this issue to see if it merits study as a part of this effort.

We look forward to hearing the two Commissions' comments at the July 19th and July 26th hearings.

Attachments: (not included)

1. Existing policies
2. Existing tree removal provisions – Article II (Coastal Zone)
3. Draft outline of Interpretive Guidelines
4. Research on oak tree guidelines in California

ATTACHMENT C

SANTA BARBARA COUNTY PLANNING COMMISSION

Proposed Revisions to Urban Oak Tree Guidelines

Public Hearing Date: January 24, 2007

Staff Report Date: January 5, 2007

Assistant Director: Dianne Meester Black

Staff Contact: Pat Saley

Phone No.: 805.568.2000

I. REQUEST/RECOMMENDATION

Hearing on the request of the Planning and Development Department, on behalf of Community Planning Renaissance, to recommend that the Board accept the revised Urban Oak Tree Guidelines and direct staff to work on public education.

II. BACKGROUND

The County has several policy documents, including the Comprehensive Plan and several community plans, that address oaks in the urban areas. The policies (Attachment 1) contain language about saving and protecting oaks "to the maximum extent feasible," a phrase that is open to interpretation. The County does not have a tree protection or removal ordinance covering the urban parts of the Inland area. The Coastal Zoning Ordinance (Article II) includes tree removal provisions (Section 35-140) included in Attachment 2. Interpretive Guidelines have never been adopted by the Board of Supervisors although they have been discussed as part of earlier process improvement efforts.

Community Planning Renaissance (CPR), a private group comprised of architects, planners and permit expeditors, has been working with County staff to revise existing guidelines for processing permits in urban areas where oaks are onsite. CPR members have found that applicants do not understand the County's policies relating to urban oak trees and they perceive that oaks may be an impediment to developing their property or adding on to their home. In too many cases they have found that the property owner has removed an oak and then come to them for assistance in getting a permit from the County. CPR's primary goal has been to clarify the County's policies relative to oaks and help applicants understand that oaks are an asset and not a liability. They want to convey that the County will work with applicants and designers to incorporate oaks into their project in a manner that benefits the property and ensures the long-term health of the oaks onsite.

A Planning Commission workshop was held on July 26, 2006 following several discussions of the guidelines with the Process Improvement Oversight Committee. The draft guidelines were also discussed with the Montecito Planning Commission on July 19, 2006. Comments from the two workshops are discussed below. On December 7, 2006 the Oversight Committee reviewed the draft guidelines and unanimously recommended that they be implemented.

III. DISCUSSION

Planning Commission Comments July 2006 - Both the Montecito and County Planning Commissions discussed the proposed guidelines in July 2006, with their comments including the following:

General comments:

- It's important that the scope of County review not be increased.
- The guidelines need to convey that the County will work with an applicant rather than sounding punitive.
- This is primarily a South Coast issue and the guidelines should focus on those urban areas.

- The Montecito PC recommended that the scope of the guidelines be expanded to include more trees (e.g., specimen trees and other native trees such as Sycamores). The County PC did not agree that the scope of the guidelines should be broadened to include other trees.

Specific comments:

- Tree Protection Zone (measured at drip line plus five feet) is preferably to previous Critical Root Zone approach that was poorly understood.
- Appraisals should not be required as part of the Tree Protection Report.
- Bonding should not be a standard requirement.

The Commission also requested a copy of the “Tree Protection Policy Paper” that was written in 2002 (Attachment 3).

Input from other professionals and public members - Subsequent to the two workshops last July, at the Commission’s request, staff convened a committee of professionals that had worked on guidelines in 2005. These included Bill Spiewak, Mark de la Garza, Ralph Philbrick, Susan Van Atta and several knowledgeable staff members (Anne Almy, Melissa Mooney and Lottie Martin from the Agricultural Commissioner’s office). Ken Knight, a licensed arborist, was not able to attend but provided comments that were distributed to the meeting participants. The participants agreed with direction of the guidelines and their comments have been considered in revising the attached guidelines.

Staff has also sent drafts of the guidelines to Brian Trautwein of the Environmental Defense Center and Darlene Chirman, a local botanist. Their suggestions have also been incorporated into the guidelines.

Revised guidelines - Staff has considered all the comments received and modified the guidelines accordingly including making them clear that they apply to urban oaks only. The guidelines encourage applicants to work with the oaks on their property and provide guidance as to how to do that. The guidelines describe and illustrate the Tree Protection Zone and explain clearly that any encroachment into that area requires the preparation of a Tree Protection Report, although that does not necessarily preclude development in the vicinity of an oak. Reference to appraisals and bonding has been removed. We believe the guidelines clearly implement County policy relating to urban oaks. We also believe they are easy to use and will result in more oaks being retained and incorporated into site development.

The revised “Draft Urban Oak Tree Interpretive Guidelines” are included in Attachment 4. These are in pamphlet form meaning that, once accepted by the Board, they will be produced as a tri-fold brochure that will be available in all County offices and will be provided on the Department’s website as well.

Next Steps – Once the guidelines are accepted by the Board, staff will work with CPR members to educate local architects, landscape architects and contractors them about the County’s intent in revising and clarifying the guidelines. We hope that the updated guidelines will assure people that oaks are truly an amenity and not a liability on their property and an overall benefit to the community as well.

Attachments: (not included)

5. Existing policies
6. Existing tree removal provisions – Article II (Coastal Zone)
7. 2002 “Tree Protection Policy Paper”
8. Draft Urban Oak Tree Interpretive Guidelines

ATTACHMENT D



COUNTY OF SANTA BARBARA PLANNING AND DEVELOPMENT

MEMORANDUM

TO: County Planning Commission

FROM: Planning & Development

STAFF
CONTACT: Dianne Black (805)568-2086
Pat Saley

DATE: February 7, 2007

**SUBJECT: Urban Oak Tree Interpretive Guidelines
Continued from January 27, 2007 meeting**

II. REQUEST/RECOMMENDATION

Continued hearing on the request of the Planning and Development Department, on behalf of Community Planning Renaissance, to recommend that the Board accept the revised Urban Oak Tree Guidelines and direct staff to work with CPR on public education.

II. BACKGROUND

The County has several policy documents, including the Comprehensive Plan and all the community plans, that address protection of oaks in the urban areas. The policies contain language about saving and protecting oaks "to the maximum extent feasible," a phrase that is open to interpretation. Interpretive Guidelines have never been adopted by the Board of Supervisors although they have been discussed as part of earlier process improvement efforts.

Community Planning Renaissance (CPR), a private group comprised of architects, planners and permit expeditors, has been working with County staff to revise existing guidelines in urban areas where permits are required and oaks are onsite. CPR members have found that applicants do not understand the County's policies relating to urban oak trees and they perceive that oaks may be an impediment to developing their property or adding on to their home and property owners have removed an oak before submitting plans to the County.

Staff's and CPR's primary goal has been to clarify the County's policies relative to oaks and help applicants understand that oaks are an asset and not a liability. We want to convey that the County will work with applicants and designers to incorporate oaks into their project in a manner that benefits the property and ensures the long-term health of the oaks onsite.

The Planning Commission held a workshop in July 2006 on the proposed guidelines and asked that additional research and discussion occur before returning with the guidelines. The guidelines were

before your Commission on January 27th and continued to this meeting for further discussion before making a recommendation to the Board.

III. DISCUSSION

There are three main issues for discussion relating to the guidelines:

- What is the purpose of these guidelines, i.e., what are “guidelines?”
- What is the Planning Commission’s role in the guidelines?
- What revisions have been made since January 27th and why?

What is the purpose of these guidelines, i.e., what are “guidelines?”

A question was raised at the January 27th meeting regarding the role of guidelines in interpreting policy. One definition of “guideline,” from the online dictionary Wikipedia, is:

“A **guideline** is any document that aims to streamline particular processes according to a set routine. By definition, following a guideline is never mandatory (protocol would be a better term for a mandatory procedure). Guidelines are an essential part of the larger process of governance. Guidelines may be issued by and used by any organization (governmental or private) to make the actions of its employees or divisions more predictable, and presumably of higher quality.”

Guidelines streamline and clarify policy and are geared for the applicant. In the case of the Urban Oak Tree Interpretive Guidelines, we are striving to keep them simple and straightforward so that they are informative and positive. We are not trying to cover every possibility but are addressing the normal projects where oaks are involved. The positive tone of the guidelines is employed in the hope of encouraging people to retain and work with their oaks, not cut them down before submitting a development permit.

What is the Planning Commission’s role in the guidelines?

The Land Use and Development Code Section 35.100.040 states the duties of the Planning Commission as:

“...make a recommendation to the Board for final decisions on Coastal Land Use Plan Amendments, Comprehensive Plan Amendments, Development Agreements, Development Code Amendments, environmental documents, Specific Plans and Amendments, Zoning Map Amendments, and other applicable policy or ordinance matters related to the County's planning process.”

We believe that reviewing and making recommendations on guidelines that interpret policy is consistent with the Commission’s role.

What revisions have been made since January 27th and why?

The following revisions have been made to the guidelines:

Introduction and Purpose – Some wordsmithing has occurred to make the introductory paragraph more friendly and understandable. Clarification has been added that the guidelines only apply in urban

areas. Finally, a sentence has been added directing the reader to the Planning & Development Department if they're not sure about the need for a permit.

When is a Tree Protection Report required? Clarification has been added that the guidelines only apply where a permit is required.

What is a Tree Protection Zone? The note about recently pruned and leaning trees has been removed for two reasons. First, these situations occur infrequently and the guidelines strive to address the typical circumstances, not exceptions. Second, the tone of this note is somewhat punitive and we are trying to be positive and helpful.

Tree Report Guidelines – Minor wordsmithing.

Tree Report Contents – This was previously two sections (Tree Report Contents and Tree Report Generic Contents) that seem to be repetitive, so they have been combined. The order has been changed to present the most important information first (an assessment of oaks) with the more mundane but necessary information later in the list (e.g., site address, etc.).

Impact Assessment and Protection – Minor word changes throughout. Under “Replacement,” we have indicated that peer review may be required and given preference to planting smaller trees which tend to have better long-term success rates. We also deleted the reference to a separate Mitigation Plan where 30 or more trees are being planted as that is not a typical occurrence and is more detailed than the rest of the guidelines.

Other information available – Two of the informational pamphlets we had hoped to provide are not available and one was listed incorrectly.

New note – We have added a note at the end of the guidelines that states: “These guidelines provide a general overview of permit procedures where oaks are involved. Additional information is available in the various Community Plans & in other County policy documents available at www.sbcountyplanning.org” This note is included as the reader should know that additional information is available if they need it.

IV. CONCLUSION

The County has spent considerable time and effort to streamline and clarify the review process. Staff and the Oversight Committee have partnered with CPR, a private group, to clarify something that we believe needs clarifying. The proposed guidelines do not create new policy but merely interpret existing policy in a manner that is clear and user-friendly. Having your Commission review and recommend acceptance of the guidelines by the Board of Supervisors will validate the guidelines and give assurance to applicants that the County will work with them on site planning with oak trees to the benefit of the applicants and the community.