



State of New Jersey

MAIL CODE 501-04

DEPARTMENT OF ENVIRONMENTAL PROTECTION

STATE FORESTRY SERVICE

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Commissioner

KIM GUADAGNO
Lt. Governor

January 8, 2016

Andrew Coppola
Shade Tree Committee
43 Schooley's Mountain Road
Long Valley, NJ 07853

RECEIVED

FEB 01 2016

Transmitted via email: acoppola@wtmorris.net

WASHINGTON TOWNSHIP

Dear Mr. Coppola:

Congratulations! On behalf of New Jersey State Forestry Service (SFS), I am pleased to inform you that Washington Township's third 5-year Community Forestry Management Plan is approved for 2015 - 2019.

A SFS approved CFMP is an essential guide to successfully achieving a healthy, safe, and sustainable community forest. It is also the first step toward compliance with the Shade Tree and Community Forestry Assistance Act. Compliance affords New Jersey's communities increased liability protection under the Tort Claims Act. The next step toward compliance is participation in the training program. For more details go to www.communityforestry.nj.gov.

If you are a participant in the Green Communities grant program, SFS will follow-up with you on the documentation required for the reimbursement request.

Please find enclosed the certificate of approval, and a signed plan certification by the State Forester within your management plan.

Sincerely,

Carrie A. Sargeant
Urban & Community Forestry Coordinator

Encl. (2)

eCC: Mayor, Clerk, BA, SFS

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
New Jersey State Forestry Services

Hereby presents the

Certificate of Approval

awarded to

Washington Township

*For the successful completion of an approved
3rd 5-year Community Forestry Management Plan in accordance with the
New Jersey Shade Tree and Community Forestry Assistance Act,
P.L. 1996, Chapter 135.*



State Forester
December 31, 2015

**2015 – 2019
COMMUNITY FORESTRY MANAGEMENT PLAN**

**Township of Washington
Morris County
New Jersey**

Township Committee

William Roehrich, Mayor
Kenneth Short, Vice Mayor
Donald Babb
James LiaBraaten
Matt Murello

Township Administrator/Clerk

Andrew Coppola, Administrator
Nina DiGregorio, Township Clerk

Department of Public Works

Scott Frech, Superintendent

Shade Tree Committee

Stephen Zaikowski, Chairman
Jan Godek, Secretary
Patricia Mills
Charles Parke
Robert Sikorski

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MUNICIPAL INFORMATION FORM

MUNICIPAL / COUNTY INFORMATION FORM			
Municipality	Township of Washington		
County	Morris		
Address	43 Schooley's Mountain Road Long Valley, NJ 07853		
Contact Name and Title	Andrew Coppola, Township Administrator		
Phone	(908) 876-3315 Ext.1222		
Fax # and E-mail	(908) 876-5138 acoppola@wtmorris.net		
Organization Name	Shade Tree Committee		
Mayor or County Freeholder's Signature			
Date of Management Plan Submission			
Time Period Covered in Management Plan	January 2015 – December 2019		
Community Stewardship Incentive Program (CSIP) Practices Identified in Management Plan			
	√	CSIP #1	Training
	√	CSIP #2	Community Forestry Ordinance Establishment
	√	CSIP #3	Public Education & Awareness
	√	CSIP #4	Arbor Day
	√	CSIP #5	Tree Inventory
	√	CSIP #6	Hazard Tree Assessment
	√	CSIP #7	Storm Damage Assessment
	√	CSIP #8	Tree Maintenance and Removals
	√	CSIP #9	Insect and Disease Management
	√	CSIP #10	Wildfire Protection
	√	CSIP #11	Tree Planting
	√	CSIP #12	Tree Recycling
	√	CSIP #13	Sidewalk Maintenance Programs
	√	CSIP #14	Storm Water Management
	√	CSIP #15	Other
<p>Official Use Only Certification</p> <p>The above named municipality/county has made formal application to the New Jersey Forestry Service. I am pleased to advise you that after our review, the New Jersey Forestry Service has concluded that this Plan meets the standards set forth by the State and the New Jersey Community Forestry Council and is approved for the period covered.</p>			
Signed			<div style="text-align: right;"> <p style="margin: 0;"><u>1/31/15</u></p> <p style="margin: 0;">Approved Date</p> </div>
State Forester			

INTRODUCTION

SCOPE

This Community Forestry Management Plan outlines programs for managing Washington Township's tree resources during the five-year management period October 2015 to September 2019.

This Community Forestry Management Plan has been developed in accordance with statewide efforts to preserve and promote beneficial and sustainable community forest resources and in a manner that will help satisfy the goals and objectives of the Township of Washington Master Plan.

Programs and procedures outlined in this Plan will concentrate on trees within Township right-of-ways and street tree planting easements and in Township parks and public grounds.

It is also expected that elements of this plan will help encourage and ensure the protection, planting and stewardship of trees and woodlands on private properties throughout the Township.

MISSION STATEMENT

To cost-effectively develop, maintain and promote a sustainable and productive community forest resource that benefits the aesthetic, environmental, economic, and social vitality of Washington Township.

GOALS AND OBJECTIVES

The New Jersey Community Forestry Council has identified Community Stewardship Incentive Program (CSIP) practices as referenced herein that together comprise a complete and comprehensive community forestry program.

Within each of the following plan elements, existing Township programs, policies and procedures are described, intermediate and element-specific goals are established, and five-year CSIP-based objectives are set.

Systematic fulfillment of these CSIP-specific goals and objectives will gradually move the Township's Community Forestry Program towards its overall program objectives, which have been established as follows:

1. Develop and perpetuate beneficial community forest resources.
2. Maximize the benefits of trees to the community.
3. Maximize long-term stability and sustainability in the community forest.
4. Optimize the balance between tree health, maintenance costs and budgetary constraints.
5. Minimize the risk of trees to public safety.
6. Minimize conflicts between trees and infrastructure.
7. Improve and maintain public interest, appreciation and support for public community forestry programs and encourage volunteer participation.
8. Encourage the planting, preservation and proper care of trees on private property.
9. Preserve and protect existing woodlands and other natural areas in a manner which maintains the rural character of the Township, protects environmentally sensitive lands, maintains water quality, protects habitat, and provides scenic and recreation opportunities.
10. Meet all eligibility requirements of the New Jersey Shade Tree & Community Forestry Assistance Act.

LIABILITY STATEMENT

Although street trees and trees planted on other municipal lands are an asset to Washington Township, it is inevitable that they will require periodic care and maintenance, will mature, and eventually will require removal and possibly replacement in the event of death or catastrophic damage. Care and maintenance, in addition to proper species selection for re-planting, can help ensure that Washington Township tree assets not only contribute to the environmental and economic vitality of the area, but also reduce potential hazards to public safety. Washington Township must work within a reasonable budget allocation that may not be sufficient to meet each and every need concerning its tree assets immediately. Therefore, it is the intent of this Plan to focus all available resources to the greatest need and establish the framework to maintain healthy tree assets with commensurate reduced risk to public safety.

By adopting best practices and adhering to the activities and practices as set forth in this plan, Washington Township will continue to garner public support for continued plan implementation and demonstrate the long-term benefits to the environment and public safety.

The Shade Tree Committee wishes to continue proactive support in the management and care of Washington Township's tree assets. Through tree inventory and the hazard management practices outlined herein, we will position this Committee to take reasonable corrective actions prior to structural tree failure and other hazardous tree-related conditions. It is acknowledged that not all hazardous conditions can be predicted despite the steps and practices outlined. But good maintenance and care will help reduce the probability of adverse public safety consequences with the understanding that unexpected events may still occur.

Following this Management Plan will demonstrate that Washington Township, in the County of Morris, is devoting reasonable levels of resources in a planned manner to reduce the number of tree-related accidents and thereby reduce its exposure to liabilities and increase public safety.

COMMUNITY OVERVIEW

WASHINGTON TOWNSHIP, MORRIS COUNTY

The first settlers of the Washington Township area set foot on the shores of the New World in 1707. They were German Protestants from Saxony, Germany, who left their native land in search of a place where they could worship freely and named their new land German Valley.

German Valley grew through the mid-1700's as Dutch and German families arrived. The early inhabitants were mostly farmers and small businessmen supplying produce and products to surrounding communities. The Industrial Revolution had little impact on German Valley and the area has retained its rural character to this day. The name German Valley was changed to Long Valley during World War I as anti-German sentiment spread through the Country.

Washington Township was incorporated on February 12, 1798, one of six townships into which the County was divided.

A large portion of Washington Township is occupied by Schooley's Mountain, which was an early American summer resort. Pure mountain air, scenic vistas, and a mineral spring, which in 1815 was declared to be the purest and best chalybeate water known at that time in the country, attracted people to this area. Many people came to drink and bathe in the waters which were known to heal all types of ailments. The old hotel register shows a large number of distinguished guests, including many frequent guests from other sections of the Country. The Township hopes to preserve the qualities that made it a resort destination far into the future.

Today, Washington Township is the largest and most westerly municipality in Morris County, encompassing 45 square miles. It is bordered to the north by Mount Olive Township, to the east by Chester Township, to the southeast by the Somerset County municipality of Bedminster Township, to the south by the Hunterdon County municipalities of Tewksbury Township and Lebanon Township, and to the west by the Warren County municipalities of Mansfield Township and the Town of Hackettstown.

Just beyond Washington Township to the east and north, suburban development is consuming what was once a vast agricultural and natural landscape. The transformation of rural and open natural lands to residential neighborhoods brings with it the loss of irreplaceable natural and economic resources. Unchecked, suburban sprawl will forever alter the rural, natural and cultural landscape that Washington Township seeks to protect and preserve. Washington acknowledges the SDRP Rural and Environmentally Sensitive planning area designations and embraces the challenge in maintaining and protecting these areas. (Washington Township Master Plan – 2003 and Master Plan Reexamination Report – 2009).

There are 171.3 miles of roadway in the Township, 150.8 miles of which are municipally owned. State Route 46 traverses the northwest corner of the Township and State Route 24 is located just east in Chester Township.

The Township is endowed with large contiguous land areas with valuable ecosystems, geological features and wildlife habitats that support critical habitat. Whether it is the maintenance of large contiguous areas for farmland or to protect environmentally-sensitive areas, Washington's stewardship of these areas requires policies and management techniques to sustain the landscape in such a way that the long-term viability and function of these lands is assured. Washington seeks to manage these resources consistent with the SDRP policy orientation for the Environmentally Sensitive Rural Planning Area and the Environmentally Sensitive Planning Area. (Washington Township Master Plan – 2003 and Master Plan Reexamination Report – 2009).

The Township is uniquely situated within the region in that its landscape establishes the headwaters of the Musconetcong, and the North and South Branch of the Raritan River watersheds. From Washington Township's large contiguous areas of farmland and environmentally sensitive lands flow the pristine waters and trout streams that feed the rivers which fill reservoirs for the region and overland flows which recharge potable groundwater aquifers. Washington Township's woodlands, farmland, wetland and grassland resources provide important habitat for endangered and threatened species. Washington Township's prime forested areas, scenic farmland areas, undisturbed hillsides and mountainous topography are important resources within a rapidly developing region where these features are being transformed into a sprawling suburban landscape. These resources are critically important not only for the residents of the region, but for all New Jersey citizens and the protection of these features assumes the highest priority. (Washington Township Master Plan – 2003 and Master Plan Reexamination Report – 2009).

Currently, the Township is comprised of 23.8% urban or developed land with 40.4% of the community classified as forested land cover. Agriculture and wetlands make up 19.9% and 14.7% of land cover respectively. Barren land and water make up the remaining 1.2% of the Township. Of Washington's 28,864 acres, approximately 3,328 (Morris County CADB – 2003) acres are permanently preserved as agriculture and 482.5 are preserved as municipal parkland and open space (Township's inventory of Open Space and Farmland Preservation Properties – July 2002). Combined, this accounts for 3,810.5 acres or 7.5% of the Township. This does not include environmentally sensitive lands and agricultural set asides protected under conservation and open space easement. This plan identifies natural areas; inventories the Township's natural, historic and recreation assets; identifies land preservation objectives; and recommends a variety of strategies to expand the inventory of municipal parkland and facilities and preserve open space areas. (Washington Township Master Plan – 2003 and Master Plan Reexamination Report – 2009).

COMMUNITY OVERVIEW – PAST, PRESENT AND FUTURE

PAST

Previous Management Plan goals, objectives and plan implementation timelines have been achieved. We received an Initial Community Forestry Program Grant in 2004. This was applied to the development of the 2005-2010 Management Plan, which formed the basis of identifying and formalizing goals and objectives, adherence to CORE training requirements and Community Forestry best practices. Core Training requirements were maintained and the annual Accomplishments Reports were filed complete and on time in accordance with the requirements and are included herein by reference. This 2015-2019 plan submission carries forward many of these key objectives for the continued management and related ongoing activities of public tree resources.

Challenges and new issues were encountered during 2010-2014. Due to lack of funding, the Shade Tree Committee has been faced with managing tree replacement allocations where trees required far outweigh the Township's ability to provide replacement trees. Limitations due to ongoing budget constraints were magnified after Washington Township suffered an extensive loss of trees and tree damage due to severe storms on October 28, 2008 (in particular, red maples and Callery pears) and on October 29, 2011, as well as the devastation caused in the wake of Hurricane Sandy on October 29, 2012.

Limited funds were available to replace the many trees lost. Subsequently, for 2013 and 2014 the Committee implemented a Bare Root Tree Replacement Program targeting some of the most severely impacted areas in the Township. In 2013, thirty Honeylocust bare root trees were planted. In 2014, this was increased to fifty trees. Overall mortality rates of the bare root trees have been within expected ranges.

PRESENT

While the volume of new development has significantly dropped, challenges still remain regarding street tree plantings for new developments and replacement plantings in developments where maintenance bonds are expiring. We continue to encounter landscape contractors who, despite our providing detailed tree planting specifications, need guidance on how to properly plant trees. Where trees were incorrectly planted, we enforced requirements for mediation for newly planted trees and provided extensive oversight and instruction.

The key elements of the Washington Township Master Plan have been incorporated into this Community Forestry Management Plan. The Community Forestry Management Plan comprehensively supports and serves as a link to the Washington Township Master Plan's natural resource elements.

The Township has adopted the Highlands and Ridgeline Protection Ordinances pertaining to protection and development restrictions in sensitive areas.

FUTURE

With the emerging threat to ash trees due to the Emerald Ash Borer, the Shade Tree Committee has begun to advise the Township Council of the scope and expected consequences of the presence of this pest in our community.

Maintaining an approved Community Forestry Management Plan for Washington Township has proven beneficial. The Plan has provided a tool for structured planning of community outreach and overall management of municipal tree resources as outlined in this Plan.

The Township lost hundreds of trees in the municipal tree population from 2010 to 2014 in the wake of severe storms, and many more were damaged. However, although more recently tree loss has stabilized, in older neighborhoods (30-35 years old) many streets have Norway maples which are in decline due to root girdling and other problems. These trees will eventually need removal.

While our annual budget remains extremely limited, the Committee will continue a bare root or containerized tree replacement program for the foreseeable future as funds are approved. We will also continue to search for new sources of funding via state or federal grants and to apply for same in order to replace more of the street trees which were lost.

WASHINGTON TOWNSHIP'S COMMUNITY FORESTRY PROGRAM

The Township has enacted various ordinances including a Steep Slope Ordinance, Ridgeline Protection Ordinance, and Stream Corridor Protection Ordinance to help preserve environmentally sensitive areas. However, the Township is still in need of woodland management and stream corridor buffer ordinances. Protection of stream corridors is important for the continued viability of Brook Trout, the state fish of New Jersey and a prominent fish in the waters of the Township.

The Township has developed and adopted a Greenbelt Plan and Map to connect various sensitive areas and create awareness within the community of the importance and fragility of those areas. The Township's response could include the purchase of open space prioritized by the value of existing forests on such lands.

Since resources for tree maintenance are limited, the Township has adopted a shade tree easement adjacent to roadway right-of-ways. This allows the Township to plant trees within the easement but transfers the maintenance responsibility to the property owner.

The Township is responsible for removal of dead and hazardous trees and enforces replacement tree planting specifications in shade tree easements.

CURRENT PUBLIC TREE ASSESSMENT

Due to its size and rural character, the Township has a somewhat limited inventory of its public and private tree resources.

However, based on numerous inspections by the Shade Tree Committee, the following is known:

1. The Township's street tree population is comprised mainly of maples, oaks, ash, flowering cherries and crabapples, and also includes Tree Lilacs, London Plane, Dogwood, Honeylocust, Callery Pear, Katsura, Metasequoia and Gingko.
2. Many young trees are planted in new developments in traditional street tree designs.
3. Trees along older streets tend to be native woodland remnants mixed in some cases with landscape tree species, rather than traditional street tree plantings.

The Master Plan coordinates Land Use policies with the goals and objectives of the Master Plan, and particularly the Conservation Plan Element, which establishes the foundation for planning and environmental protection in Washington Township. The continued loss of productive farm fields and productive soils, woodlands, steep slope areas, floodplain lands and other areas which establish critical habitat to development has prompted the Planning Board to establish policies that are designed to protect these resources, while at the same time providing for sensible use of the land and water resources upon which all residents and natural systems depend. (Washington Township Master Plan – 2003 and Master Plan Reexamination Report – 2009).

RELATION TO THE TOWNSHIP MASTER PLAN

All aspects of this Community Forestry Management Plan are consistent and currently compatible with the intent of the Township's Master Plan. The Township does not currently have a separate Open Space Plan; open space issues are addressed in the Parks & Open Space element of the Master Plan.

Washington Township has been dedicated to conservation efforts. These efforts have included preserving mature forests on steep slopes and ridgelines to protect groundwater recharge areas, controlling erosion, and maintaining the Township's general rural character and quality of life.

Community forestry management efforts will help preserve the character and aesthetic appeal of the existing landscape and residential neighborhoods, increase public awareness and stewardship for the community forest, enhance property values, and contribute to a healthier environment.

Specifically, Master Plan goals and objectives that will be directly or indirectly addressed through implementation of this Community Forestry Management Plan include:

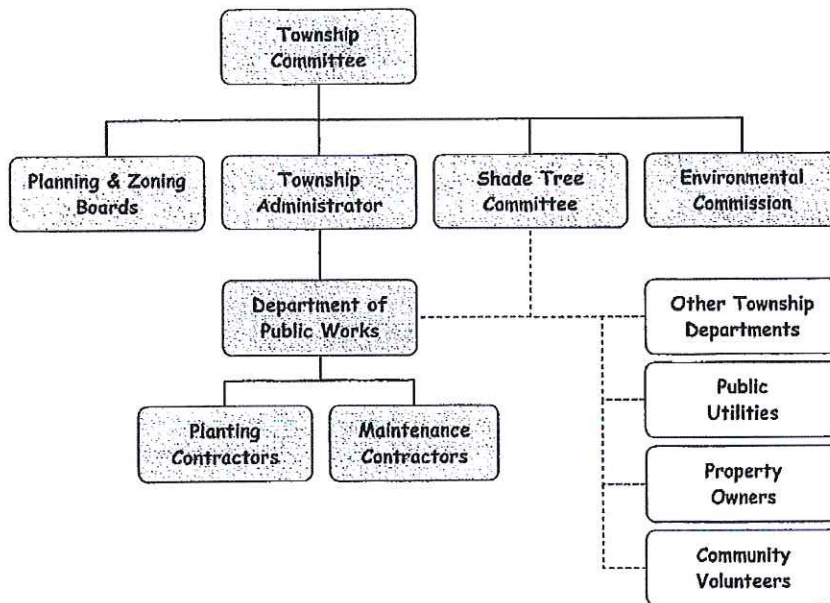
1. Coordinate all development with the capacity of the environment to sustain that development.
2. Provide for an adequate mixture of passive and active recreation facilities and activities.
3. Encourage development of both active and passive open space through clustering in subdivisions, conservation easements, and private donations.
4. Develop, in coordination with the parks and open space element, a system of hiking, bicycle, and equestrian routes.
5. Encourage the use of renewable resources.

PROGRAM ADMINISTRATION

COMMUNITY FORESTRY PROGRAM STRUCTURE

By ordinance, the Shade Tree Committee is responsible for advising the Township Committee in the management of public tree resources in the Township of Washington.

The Shade Tree Committee, the Township Committee, various Township departments and boards, and certain external groups cooperate to form Washington Township's Community Forestry Program, as follows:



COMMUNITY FORESTRY PROGRAM RESPONSIBILITIES

1. Township Committee
 - a. The Township Committee is responsible for appointing authority over the policies, procedures, and programs of the Community Forestry Program and is responsible for approving its budget.
 - b. The Township Committee has ultimate authority over the policies, procedures, and programs of the Community Forestry program and is responsible for approving its budget.
2. Township Administrator
 - a. The Township Administrator serves as the chief administrative official of the Township.
 - b. The Township Administrator ensures that the Township follows all applicable laws, policies and procedures in the procurement of personnel, resources and contractors.
3. Planning Board & Board of Adjustment
 - a. The Planning Board and Board of Adjustment are responsible for implementing various elements of the Township Code and Township Master Plan that relate to site development, subdivisions, and the protection of natural resources.

4. Shade Tree Committee

- a. The Shade Tree Committee is a group of resident volunteers responsible for advising the Township Committee in the management of public tree resources in the Township of Washington.
- b. Specifically, the Shade Tree Committee is responsible for:
 - i. Recommending to the Township Committee any ordinances or amendments to existing ordinances which would affect the regulation, planting and care of shade and ornamental trees and shrubbery now located, or which may be planted, in any public highway, park or parkway, including planting, trimming, spraying, care, and protection.
 - ii. Advising the Township Planning Board on issues relating to the regulation, planting and care of shade and ornamental trees and shrubbery.
 - iii. Determining planting requirements for developers in accordance with Township landscaping ordinances.
 - iv. Recommending to the Township Committee the removal or pruning of any tree that may pose a potential hazard to public safety.
 - v. Recommending waiving requirements for shade trees where adequate natural growth of shade trees exists on a building lot.

5. Environmental Commission

- a. The Environmental Commission is a group of five to seven resident volunteers established pursuant to NJSA 40:56A-1, et seq.
- b. The Environmental Commission is empowered to:
 - i. Conduct research into the use and possible use of the open land areas of the Township and may coordinate the activities of unofficial bodies organized for similar purposes.
 - ii. Advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which, in its judgment, is necessary for its purposes.
 - iii. Keep an index of all open space areas, publicly or privately-owned, including open marshlands, swamps and other wetlands, in order to obtain information on the proper use of such areas.
 - iv. Recommend to the Planning Board plans and programs for inclusion in a Township Master Plan and the development and use for such areas.

6. Department of Public Works

- a. The Department of Public Works routinely performs maintenance on public trees in the Township of Washington.
- b. Specifically, the Department of Public Works is responsible for:
 - i. Completing or supervising contractors hired to complete public tree pruning, removal and other maintenance tasks at the request of the Shade Tree Committee or Township Committee.
 - ii. Maintaining trees in Township parks.
 - iii. Providing emergency response service, when necessary.
 - iv. Removing public trees including stump grinding, as necessary.
 - v. Pruning roots of Township trees when necessary to repair conflicts with sidewalks and other fixtures.

7. Tree Maintenance and Planting Contractors

- a. Private contractors are periodically hired to complete public tree maintenance, and removal work.
- b. Contractors are, within the terms of their agreement, responsible for:
 - i. Completing all work to the specifications of the Township in an efficient and safe manner.
 - ii. Following all current and accepted arboricultural standards and practices and abiding by all current and applicable safety standards relating to tree care operations.
 - iii. Reporting any tree-related hazards or other problems immediately to the Township.

8. Other Township Departments, Boards and Committees

- a. Other Township departments and boards assist the Community Forestry Program to the extent that they administer and implement Township ordinances, policies and procedures which directly or indirectly relate to the protection and management of public and private trees.

9. Public Utilities

- a. Public utilities are responsible for minimizing conflicts between trees and their facilities.
- b. Specifically, public utilities and their contractors are responsible for:
 - i. Abiding by all applicable ordinances.
 - ii. Keeping the Township informed of their work plans and schedules.
 - iii. Exercising reasonable diligence in the installation and maintenance of their facilities so as to avoid damage to public and private trees.
 - iv. Not removing any tree without prior approval of the Township or its owner.
 - v. Following all current and accepted arboricultural standards and practices.
 - vi. Assisting Township personnel and contractors in completing tree removal and maintenance work around their facilities, where necessary.

10. Property Owners

- a. Private property owners assist the Community Forestry Program to the extent that they:
 - i. Notify the Township of problems and service requests for public trees (see procedures below).
 - ii. Are asked to irrigate and protect new public trees planted adjacent to their properties.
 - iii. Are required to care for trees within the planting easement.
 - iv. Are encouraged to preserve, plant, and properly care for trees on private property.

11. Community Volunteers

- a. Members of the Shade Tree Committee and other boards and committees are residents of the Township and serve on a volunteer basis.
- b. Local Scouts, school groups and Township residents periodically participate in Arbor Day and other events.

RELATED ORDINANCES

The following portions of the Administrative code of the Township of Washington authorize or relate to Washington Township's Community Forestry Program. The ordinances are maintained on file and are subject to amendment from time to time:

1. Chapter 2, Article 22, *Shade Tree Committee*, which establishes the Shade Tree Committee of the Township of Washington.
2. Chapter 196, *Trees and Shrubs*, which provides for protection of public trees in the Township of Washington.
3. Chapter 53, *Brush, Grass, and Weeds*, which establishes minimum property and landscape maintenance requirements.
4. Chapter 159, *Site Plan Review*, which requires the submission of landscaping plans in conjunction with site plan applications and stipulates that landscape plans must provide for the planting of shade trees.
5. Chapter 175, *Subdivision of Land*, which provides specifications for the planting of shade trees.

TREE SERVICE REQUEST PROCEDURES

Requests for the pruning, removal, inspection or other treatment of public trees are initiated by adjoining property owners, Township personnel, and other sources and are processed in the following manner:

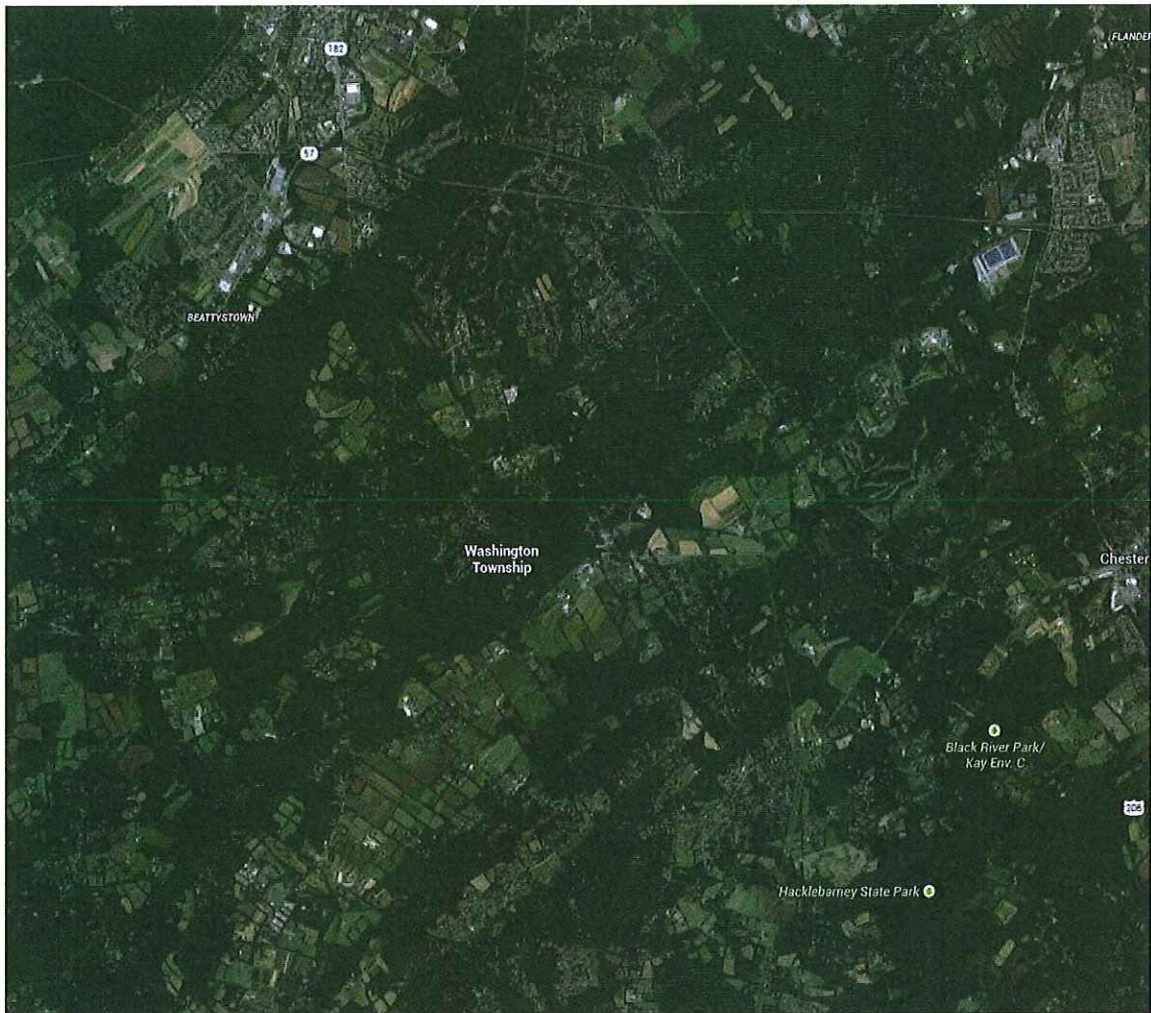
1. Service requests and complaints relating to public trees are received by the Township office and forwarded to the Shade Tree Committee Chairman.
2. Service requests are prioritized and scheduled for inspection according to the nature of the request and the information provided by the requester.
3. All trees are inspected by the Shade Tree Committee or Department of Public Works Supervisor to:
 - a. Determine responsibility for the tree in question:
 - Trees within the Township right-of-way are maintained by the Township.
 - Trees within the ten-foot planting easement and less than two years old are maintained by the developer.
 - Trees within the ten-foot planting easement and more than two years old are maintained by individual homeowners.
 - b. Determine the validity of the request or complaint.
 - c. Determine the nature of the work necessary to correct the issue.
 - d. Determine the degree of hazard, if any, and the urgency with which corrective work must be completed.
 - e. Determine whether the work can be completed by in-house crews or requires an outside contractor.
4. The recommendations of the Shade Tree Committee are forwarded to the Department of Public Works Supervisor and/or the Township Committee for final determination on the action which is to be taken, as well as delegation of the work to the Department of Public Works staff or in certain cases an outside contractor.
5. The requester is informed of the inspection findings, the action to be taken, and the anticipated response time via a letter or phone call.

6. Any pruning, removal or other work necessary is scheduled for completion by the Department of Public Works, a Township contractor, or County crews, as appropriate, according to the priority level set.
7. Upon satisfactory completion, the Service Request is closed out and records of all actions taken are maintained by Shade Tree Committee meeting minutes, Township Committee meeting minutes, and/or Department of Public Works records.

2015 – 2019 OBJECTIVES

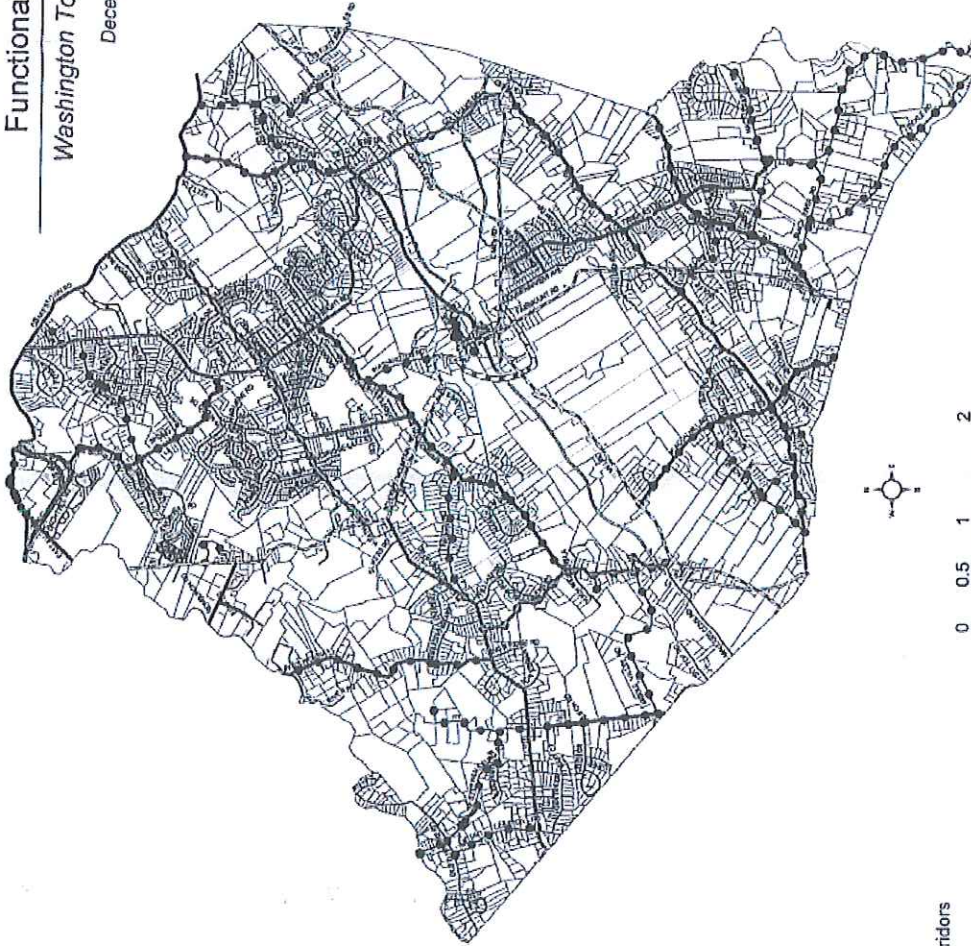
1. Ongoing Administrative and Plan Implementation Programs
 - a. January to December, annually
 - i. Continue implementing the existing administrative programs, policies and procedures already in effect or as they are amended.
 - ii. Monitor the impact of the Emerald Ash Borer as it develops and advise the Township accordingly.

COMMUNITY MAP



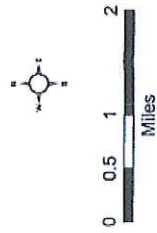
Circulation Plan
Functional Classification

Washington Township, Morris County
December 2003



Legend

- Major Arterial
- Minor Arterial
- Primary Collectors
- Collector
- Local Roads
- - - Rural Historic Scenic Corridors
- Proposed ROW



Data Sources:
GIS Section of the
Morris County Dept. of Planning & Development

E.A.N.I.S.C.H.
INCORPORATED
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Land Use Plan
Washington Township
Morris County, New Jersey

December 2003

See Inset Map A

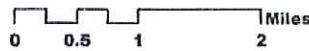


See Inset Map B



Legend

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| | C-2 | | R-MDU |
| | GC/R | | RCH |
| | H | | RCH-SC |
| | OR | | SCHO |
| | OR/I | | |
| | PUD/R-2 | | |
| | R-1 | | |
| | R-1-T | | |
| | R-1/R-2 | | |
| | R-20 | | |



Data Sources:
 Morris County Planning and Development
 Banisch Associates, Inc.

BANISCH
 ASSOCIATES INC
 Planning and Design

Amended: November 13, 2006

Land Use Plan - Inset A

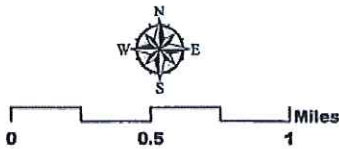
Washington Township
Morris County, New Jersey

December 2003



Legend

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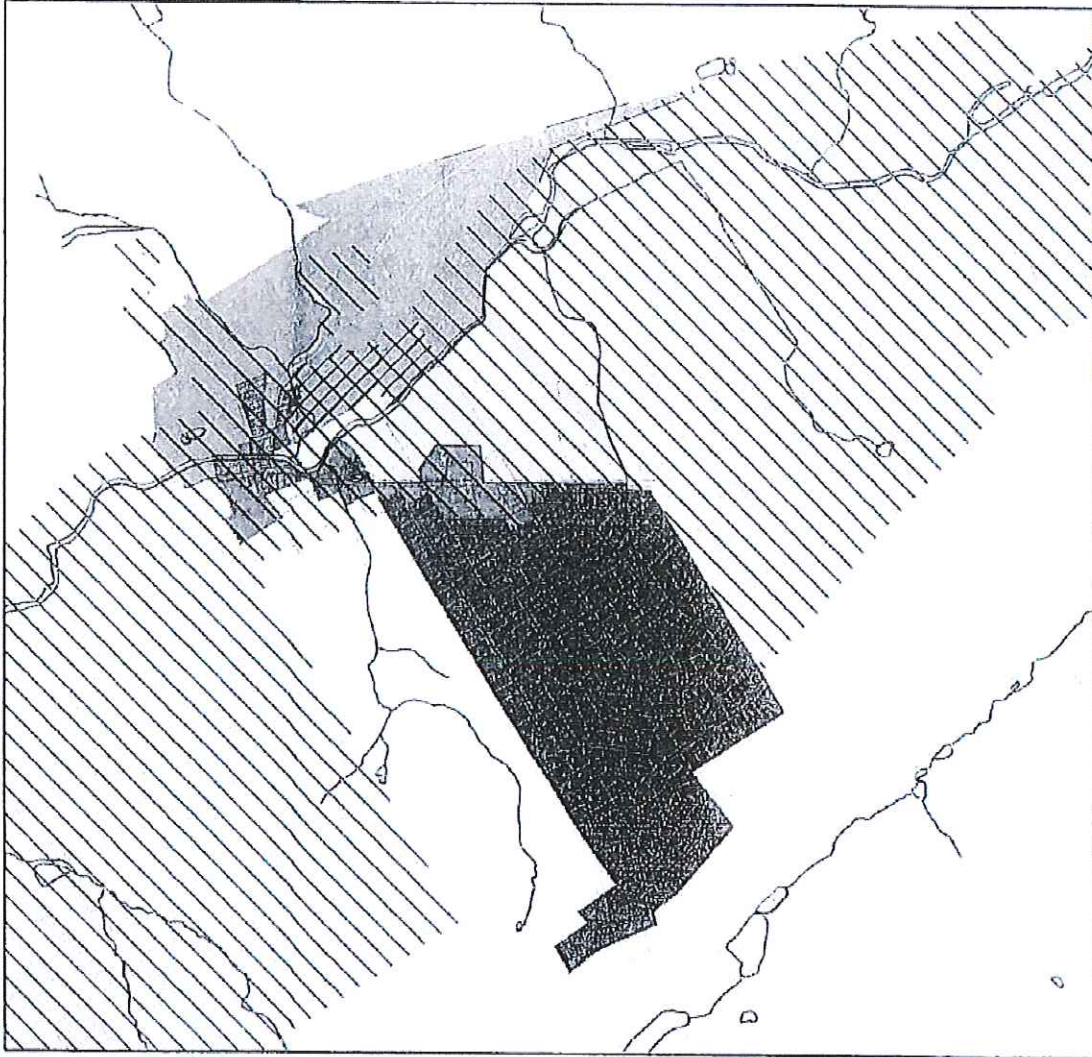
Data Sources:
Morris County Planning and Development
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BANISCH
ASSOCIATES, INC.
Planning and Design

Land Use Plan - Inset B

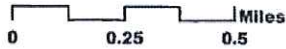
Washington Township
Morris County, New Jersey

December 2003



Legend

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| C-1 | R-1 | RCH-SC |
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| GC/R | R-1.R-2 | |
| H | R-20 | |
| OR | RCD | |
| OR/I | R-MDU | |
| PUD/R-2 | RCH | |



Data Sources:
Morris County Planning and Development
Banisch Associates, Inc.

BANISCH
ASSOCIATES, INC.
Planning and Design

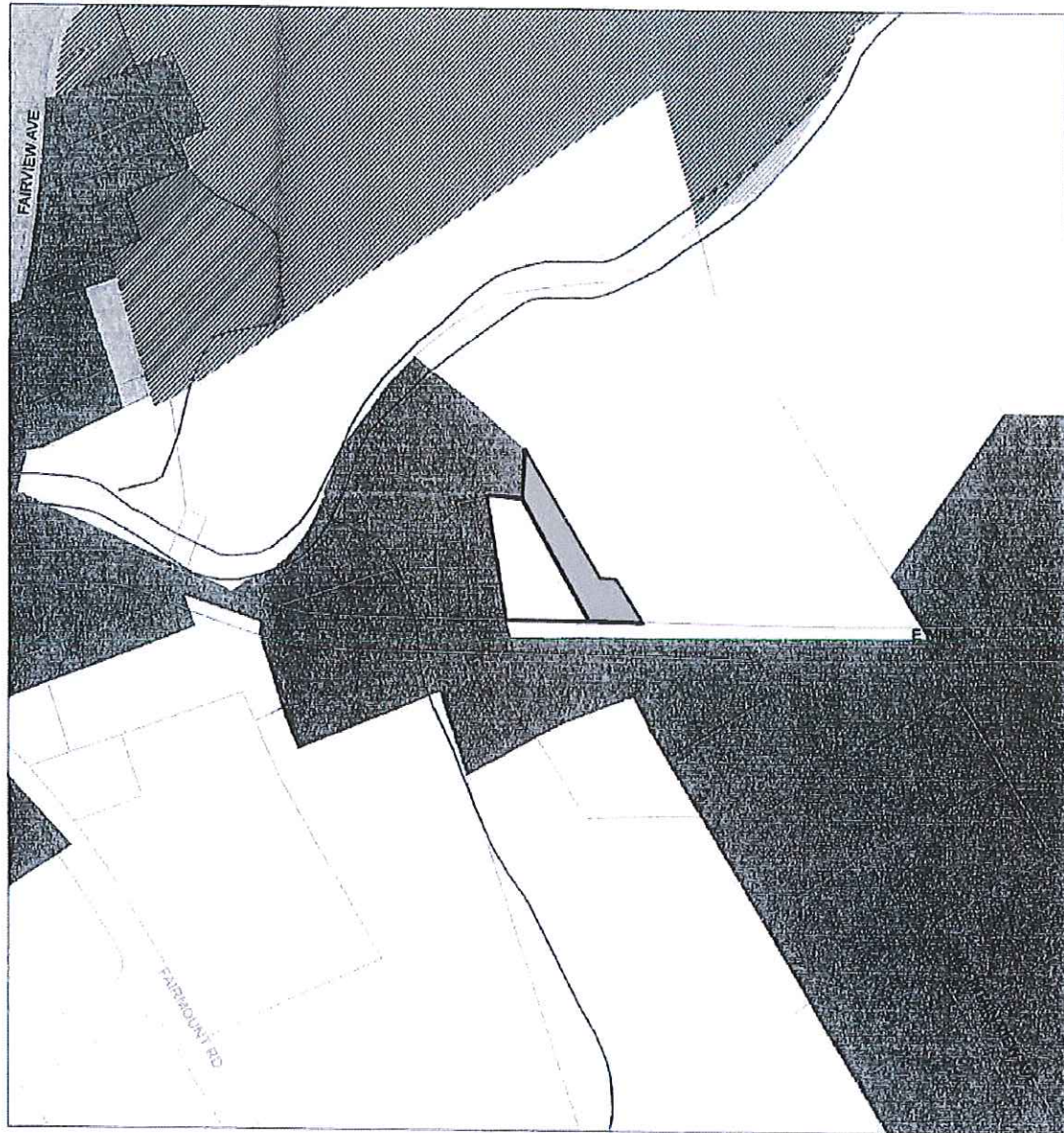
Amended: November 13, 2006

Land Use Plan Amendment

Washington Township Master Plan

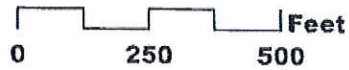
Morris County, New Jersey

November 2006



Legend

- C-1
- R-20
- OR/I
- RCD
- R-1
- SCHO
- Change from RCD to C-1



Data Sources
Morris County Planning and Development
Banisch Associates, Inc

BANISCH
ASSOCIATES, INC.
Planned Living

TRAINING PLAN

TRAINING & PROFESSIONAL DEVELOPMENT GOALS

1. Provide individuals within the Community Forestry Program with appropriate information to enable them to make effective short and longer term management direction.
2. Ensure continuity in the overall level of knowledge and expertise as individuals leave the Community Forestry Program and new ones join.
3. Ensure that tasks are planned and implemented using the latest technical information and current industry standards.
4. Satisfy the training requirements of the New Jersey Shade Tree & Community Forestry Assistance Act to maintain Approved Status and program eligibility without lapse.
 - a. Maintain three or more CORE-trained individuals, including at least one Township employee or elected official and at least one Program volunteer.
 - b. Satisfy the Act's annual continuing education requirements.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. Training Provisions
 - a. Training and professional development opportunities in arboriculture and urban forestry have and will continue to be made available to employees and volunteers serving the Township's Community Forestry Program. These opportunities will include CORE Training and Continuing Education as required under the New Jersey Shade Tree & Community Forestry Assistance Act.
 - b. Recent training has included:
 - i. New Jersey Community Forestry CORE training.
 - ii. Continuing education programs at Rutgers University, Cook College, including Hazardous Tree Identification.
 - iii. General in-house training by the Shade Tree Committee Chairman.
 - iv. Bartlett Tree Company Winter Seminar.
 - v. International Society of Arboriculture (ISA) annual meeting.
 - vi. New Jersey Shade Tree Federation Annual Meeting
2. Current Expertise, Licenses & Certifications
 - a. Department of Public Works Staff
 - i. Skilled arborist/bucket truck operator
 - b. Members of the Shade Tree Committee include:
 - i. One New Jersey Certified Tree Expert, ISA Certified Arborist.
 - ii. One B.S. Degree, Natural Resources & Land Use Planning and Certified Project Management Professional (PMP).
 - iii. One Power & Light lineman, 17 years and North Jersey System Operator, 27 years.
 - iv. One Landscape Designer (A.S., Landscape Design).
 - v. One Landscape Designer (Certificate in Landscape Design Management).

3. New Jersey Community Forestry Training Skills & Accreditation Program
 - a. At the time this Plan was prepared, two individuals had satisfied the CORE Training requirements of the New Jersey Shade Tree & Community Forestry Assistance Act Training Skills & Accreditation Program, including:
 - i. One Township employee (Department of Public Works Supervisor).
 - ii. Three Township volunteers (Shade Tree Committee members).
4. Funding
 - a. Training is compensated or self-funded by the Shade Tree Committee members
 - b. Training necessary to meet the New Jersey Shade Tree & Community Forestry Assistance Act requirements and the objectives below will require increased funding that the Township may not be able to meet internally. The Township's ability to meet its objectives may be dependent upon its ability to secure additional funding from external sources.

CURRENT TRAINING NEEDS

The Township has evaluated its existing programs and personnel and identified the following areas in which training is currently needed or desired:

1. New Jersey Community Forestry CORE Training for additional individuals serving the Township's Community Forestry Program.
2. Tree hazard identification and assessment for Shade Tree Committee members and Department of Public Works personnel.
3. Maintenance pruning for mature trees and developmental pruning for young trees for Department of Public Works personnel.
4. Planting site analysis and tree species selection for Shade Tree Committee members and the Superintendent of Public Works.
5. Ordinance development and legal issues relating to woodland protection and community forestry in general for the Township Administrator, Township Committee, Planning Board, and Shade Tree Committee members.
6. Woodland preservation and protection, natural resource management, and watershed protection for the Environmental Specialist and Shade Tree Committee members.
7. Tree Crew and First Responder safety (Chain Saw Safety).
8. Power Line Safety Training for Department of Public Works tree crews working near energized power lines.
9. Training for Department of Public Works tree crew members for bucket truck operation and aerial rescue.

2015 – 2019 OBJECTIVES

1. Ongoing Training Programs
 - a. January to December, annually
 - i. Continue all existing training programs on a regular basis.
2. New Jersey Community Forestry's Training Skills & Accreditation Program
 - a. January to March, annually
 - i. Review training needs relative to upcoming training opportunities. Ensure that the Township will accumulate the necessary continuing education credits as required by the New Jersey Shade Tree & Community Forestry Assistance Act Training Skills and Accreditation Program by the end of each year.
 - ii. Maintain at least three CORE trained individuals, including at least one Township employee or elected official and at least one community volunteer. Schedule CORE training for additional individuals, as necessary, to ensure that Approved Status under the Act is maintained without lapse.
3. Tree Hazard Surveys
 - a. January to December, annually
 - i. Shade Tree Committee members and Department of Public Works employees will evaluate potential tree hazards using the latest information and techniques.
 - ii. Provide hazard tree identification training as may become necessary for any new Shade Tree Committee member or Department of Public Works employee.
4. Planting Site Analysis & Species Selection Best Practices
 - a. January to December, annually
 - i. Shade Tree Committee members will continue to review site plans, conduct pre-planting site analysis, and make species selection and tree placement recommendations based on ongoing reviews of industry best practices. Critical issues to be covered include:
 - Evaluating soil structure and drainage.
 - Recognizing potential root zone and above ground restrictions and conflicts.
 - Selecting species whose site requirements and growth characteristics suit the existing site conditions.
 - Selecting an appropriate mix of species that will maximize long-term health and stability in the tree population while minimizing maintenance demands.
 - Providing specifications and instruction on tree planting procedures.

PUBLIC EDUCATION, AWARENESS & OUTREACH

PUBLIC EDUCATION, AWARENESS & OUTREACH GOALS

1. Increase and maintain public interest and support for Washington Township's Community Forestry Program.
2. Encourage the public to volunteer and assist in implementing community forestry programs, protecting both public and private trees, beautifying the Township, and preserving its environment.
3. Promote the planting, protection and proper care of shade trees on private property for the benefit of the entire community.
4. Educate citizens in the value of woodland management and environmental stewardship and their importance in maintaining the character of Washington Township.
5. Public outreach – conduct program to discuss root collar excavations and tree planting (2 CEUs for master gardeners and Shade Tree Committee members).
6. Conduct an air spade demonstration (2 CEUs for master gardeners and Shade Tree Committee members).

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. Arbor Day
 - a. Formal Arbor Day programs have been held in Washington Township during the past several years. Programs typically involve school children and other volunteers in bare root tree planting along Township streets and other Township lands.
 - b. The Shade Tree Committee is currently planning to continue an Annual Arbor Day program in cooperation with the Township schools, organizations and residents.
2. Awareness and Outreach Programs
 - a. The Township makes Mulch Volcano brochures and other tree-related information available to Township residents.
 - b. Educational booths at community events are planned.
 - c. Outreach to community organizations, guest speakers at schools, clubs and community organizations when planned or requested.
 - d. Shade Tree Committee web pages on the Township's website are maintained.

2015 – 2019 OBJECTIVES

1. Annual Arbor Day Programs

a. January to April, annually

- i. Plan, promote and conduct annual Arbor Day tree plantings.
 - Seek assistance from The Garden Club of Long Valley, local civic groups, the Board of Education, local businesses, and others to help spread the workload and to maximize visibility and attendance at the programs.
 - Vary the location, activities, target audience, etc. to help increase interest and support for the Township's Community Forestry Management Program.

2. Media Communications

a. January to December, annually

- i. Issue at least two media communications per year via local publications, the Township website, or other media. These include general information and educational pieces covering the benefits and care of trees in addition to program announcements. Applicable subjects include:
 - Methods of preserving and protecting trees during site development and construction.
 - Timely tree health issues (drought, maple decline, Emerald Ash Borer, Asian Longhorned beetle, bacterial leaf scorch, hemlock woolly adelgid, storm damage management, etc.) and recommendations for preventive care.
 - General tree maintenance and planting tips.
 - Proper mulching and avoidance of root collar damage.

3. Tree Replacement Administration

a. January to December, annually

- i. Provide guidelines to property owners after a replacement tree is planted in the dedicated shade tree easement on their property. Guidelines may include information about the tree (species, flower and leaf characteristics, mature size, etc.), post-planting maintenance recommendations (proper watering and mulching), and Township policies regarding trees. Contact information and Township policies regarding trees are posted on the Township's website.

PUBLIC OUTREACH PROGRAM AT WASHINGTON TOWNSHIP PUBLIC LIBRARY



Our Recording Secretary Jan Godek is shown here at the Washington Township Public Library holding an Emerald Ash Borer Notice. Next to her is the recently installed pamphlet display provided by the International Society of Arboriculture (ISA) with a wealth of information on tree care and maintenance topics. All materials are provided free of charge to persons visiting the Library.

TREE BUDGET

OVERVIEW

The following is a forecast of the resources that are expected to be available to the Township's Community Forestry Program for the 2015-2019 period. Figures are provided as per-year averages. Funding has been obtained through Township budgets and value in kind or grant programs.

Several objectives in this Plan will demand resources beyond those listed below. The Township's ability to satisfy these objectives will almost certainly depend upon its ability to secure additional funding through external sources.

EMPLOYEE SALARY & WAGES	Department of Public Works Personnel (Annual salary and benefits prorated by percent of time dedicated to the Community Forestry Program)	\$68,886.50
OPERATIONS	Training and Professional Development and Dues	\$865.00
TOWNSHIP-OWNED EQUIPMENT	2 Trucks with Chippers 1 52' Bucket Truck with Chipper Equipped Body 1 All-purpose dump truck 10 Chain saws 2 Gas Powered pole saws 1 Skid Steer Stump Grinder (Approximate annual value based on five year service life, operating and maintenance expenses, etc. and 100% of time dedicated to the Community Forestry Program)	\$150,000.00
TREE PLANTING	Trees purchased by the Township	\$1,300.00
TREE WASTE RECYCLING	Disposal of brush, leaves and bulk wood	\$3,490.00
VOLUNTEER SERVICES	Shade Tree Committee Meetings: 10 hrs./mo. (5 members x 2 hrs.) x 12 = 120 hrs. Tree Inspections: 6.5/hrs. per mo. X 12 = 78 hrs. Tree Surveys: 20 hrs./yr. = 20 hrs. Tree Notification Processing: 25 hrs./yr. = 25 hrs. Tree Planting: 30 hrs./yr. = 30 hrs. Planting Maintenance: 25 hrs./yr. = 25 hrs. Forestry Plan Updates: 25 hrs./cycle = 25 hrs. (323 hrs. per yr. @ \$17.19/hr.)	\$5,553.37
	Materials and Supplies (value in kind)	\$435.00
TOTALS	Township Resources	\$224,541.50
	Value of Volunteer Contributions	\$5,988.37

IMPLEMENTATION PLAN AND NEW OBJECTIVES

A) TREE INVENTORY & ASSESSMENT

TREE INVENTORY & ASSESSMENT GOALS

1. Provide accurate information regarding the Township's shade tree and forest resources upon which sound management decisions can be made.
2. Monitor and evaluate the impact of management activities on the tree population and progress toward the overall goals of the Community Forestry Program.
3. Improve the efficiency and long-term effectiveness of tree preservation, tree maintenance, tree planting, and hazard identification and abatement programs.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. Existing Tree Inventory – partially completed as Eagle Scout projects.
2. Current Tree Assessment - The Township currently lacks a full comprehensive inventory of its public and private tree resources. However, the Committee Chairman is conducting a supplemental inventory of tree assets along primary municipal roadways.

2015 – 2019 OBJECTIVES

1. Replacement Tree Inventory
 - a. January to December, periodically or quarterly
 - i. Continue canvassing neighborhoods to obtain an accurate accounting of the trees needing to be replaced.
 - ii. Use windshield surveys to assess annual changes to tree cover due to development, storm damage, insects, diseases, and other pressures. Use survey conclusions to compile recommendations for replacement trees.
 - iii. Periodically inspect replacement trees until they achieve stable growth.
2. Inventory Trees on Public Grounds
 - a. January to December, 2019
 - i. Using on-line map resources, inventory tree resources on township properties including parks and recreational fields.

B) TREE HAZARD MANAGEMENT

TREE HAZARD MANAGEMENT GOALS

1. Minimize the risk of trees to public safety.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. Tree Hazard Identification - Hazardous tree conditions are currently identified via:
 - a. Notification requests from property owners.
 - b. Ongoing observations by Department of Public Works and other Township employees during the course of their daily activities.
 - c. Post-storm and other periodic inspections.
2. Tree Hazard Abatement Procedures
 - a. Shade Tree Committee member inspects and evaluates all trees in question and determines the need for pruning, removal or other treatments to correct the hazards identified. These recommendations are then presented to the Department of Public Works Supervisor.
 - b. With the consent of the Department of Public Works and/or Township Committee, work orders and staff or contractor work lists are created, prioritized, scheduled, and completed according to the degree of hazard potential.
3. Record-Keeping
 - a. Records of all actions taken and determinations made, from initial inspection through work completion, are maintained by the Shade Tree Committee, Township Committee, and/or the Department of Public Works.

2015 – 2019 OBJECTIVES

1. Ongoing Tree Hazard Management Programs
 - a. January to December, annually
 - i. Continue implementing all existing programs, policies and procedures.
 - ii. Continue addressing existing tree pruning and removal needs, as identified through property service requests and other methods, in order of priority.
2. Tree Hazard Evaluation Training
(See: *Training Plan, Existing Programs, Policies & Procedures, Training Provisions, page 19*)
3. Pruning for Safety
 - a. January to December, annually
 - i. Continue to use windshield surveys to evaluate tree populations for pruning needs due to storm damage, insects and diseases, and other pressures.
 - ii. Share results of pruning assessments with the Department of Public Works for pruning execution.

C) TREE PLANTING

TREE PLANTING GOALS

1. Optimize and maintain species diversity in the public tree population.
2. Optimize and maintain age diversity in the public tree population.
3. Minimize future tree maintenance needs.
4. Maximize the aesthetic appeal, seasonal variation and physical benefits of trees to the Township.
5. Develop and maintain appropriate cover and population diversity in woodlands and other natural areas and minimize the introduction and spread of exotic and invasive species.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. Planting Jurisdiction
 - a. The Township currently plants trees:
 - i. Within a 10' planting easement adjacent to the Township right-of-way in new developments. No new trees are planted in the right-of-way in new developments.
 - ii. On Township-owned properties.
 - iii. In Township parks.
 - b. The Township does not plant trees on private property except where a designated planting easement exists.
2. Planting vs. Removal Ratio
 - a. The ratio of public trees planted versus removed over the past five years has resulted in a net increase in the public tree population.
 - i. Since the Plan's inception, the Township has funded an average of 8 to 10 public trees per year. As new developments are approved, new street trees are planted by developers in accordance with specifications approved by the Shade Tree Committee.
 - ii. The Township has historically removed approximately 10 to 20 public trees per year. However the severe storm events that have impacted the Township in certain years have significantly increased this statistic.
 - iii. The risk of widespread damage and losses to biotic threats is currently increasing due to the presence of Emerald Ash Borer in the State. The Emerald Ash Borer is expected to significantly impact the Township's Ash tree population, which includes a significant number of Ash street trees. Of approximately 169 streets, it is estimated that 29 or more streets contain Ash and an inventory is being prepared to further quantify and record the Ash street tree population.
 - iv. Other biotic threats are considered low and manageable through increased species diversity and cultivar selection. However, the potential threat of Asian Longhorned Beetle and bacterial leaf scorch remain concerns.
3. Planting Location & Tree Placement
 - a. Planting locations are identified via:
 - i. Planting plans for special projects.
 - ii. Development plans for special projects.
 - iii. Occasional requests for street trees by adjacent property owners.

- b. Trees are placed:
 - i. In a manner that will minimize future conflicts with above and belowground utilities, structures, hardscape fixtures, and traffic.
 - ii. Within the dedicated planting easement, in the case of street trees in new developments. A dedicated planting easement is established in new developments to help minimize tree conflicts.
 - iii. In a manner that is appropriate for the design and intended use of the area.
- 4. Species Selection
 - a. Species are currently selected:
 - i. By the Shade Tree Committee.
 - ii. The New Jersey Shade Tree Federation's Trees for New Jersey Streets is used as a guideline.
 - b. Species are selected with consideration to:
 - i. Available growing space and above and below ground restrictions at each site.
 - ii. Past performance in Washington Township and neighboring communities.
- 5. Tree Supply & Installation
 - a. Tree planting specifications are provided by the Shade Tree Committee when needed.
 - b. Currently, trees planted in new developments are purchased and planted by the responsible developer.
 - c. Trees planted by the Township are purchased directly by the Township and planted by the Committee members and Township volunteers or outside contractors. All completed planting projects are inspected and approved by the Shade Tree Committee.
 - d. The Township is currently authorizing bare root tree planting as a plan specific to the replacement of widespread tree damage and losses beyond initial emergency response efforts.
- 6. Post-Planting Care
 - a. The post-planting maintenance of newly planted street trees in new developments is provided by developers in accordance with a two year guarantee.
 - b. The post-planting care of trees planted by the Township is provided by adjacent property owners.
 - c. The post-planting maintenance of new trees on Township properties is provided by Department of Public Works personnel.
- 7. Follow-Up After Planting
 - a. Send a letter to resident with recommendations for follow-up care after planting.

2015 – 2019 OBJECTIVES

- 1. Ongoing Tree Planting Programs
 - a. January to December, annually
 - i. Continue implementing all existing tree planting programs, policies and procedures on a regular basis.
 - ii. Complete Ash tree inventory and inspections for EAB response planning.

D) TREE MAINTENANCE

TREE MAINTENANCE GOALS

1. Systematically improve and maintain the long-term health and physical condition of the public tree population.
2. Maximize the service life of existing trees.
3. Minimize tree hazards and maintain public safety.
4. Maximize the cost-efficiency of tree maintenance activities.
5. Respond promptly and effectively to tree service requests and complaints.
6. Optimize the balance between the benefits that trees provide to the community and the cost of maintaining them.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. In-House Crews
 - a. Currently, Department of Public Works employees dedicate approximately 25% of their time to Township tree maintenance.
 2. Department of Public Works personnel currently complete approximately:
 - a. 90% of all tree removal work
 - b. 100% of all tree pruning work
 - c. 90% of all tree removal work
3. Private Contractors
 - a. Private tree maintenance firms are occasionally hired to complete tree pruning and removal work.
 - b. Contractors currently complete approximately:
 - i. 10% of all tree removal work
 - ii. 0% of all tree pruning work
 - iii. 10% of all emergency tree work
8. Inter-Local & Mutual Assistance Agreements
 - a. The Township currently has an equipment sharing agreement with neighboring municipalities to share maintenance equipment.
 - b. Department of Public Works crews and Township contractors cooperate with Jersey Central Power & Light Company crews when pruning and removing trees near their electrical lines.
 - c. The Committee and/or Department of Public Works coordinate with County and State agencies for maintenance of street trees within their respective rights of way on approximately 18 miles of roadway in the Township.

9. Systematic Maintenance Programs

- a. Currently, the Township does not prune all public street trees on a systematic rotation basis.
- b. Road clearance operations are completed periodically to prune or remove overgrown brush and small trees from the Township right-of-way.
- c. Trees in Township parks are actively maintained by the Department of Parks & Recreation.

10. Work Identification, Prioritization, Scheduling & Record-Keeping

- a. Currently, tree maintenance needs are identified via:
 - i. Service Requests from adjacent property owners.
 - ii. Observations by Department of Public Works and other Township employees during the course of their daily routines.
 - iii. Post-storm and other periodic inspections.
- b. All work needs identified are scheduled and completed in the order that they are received.
- c. Records of tree maintenance are maintained by the Shade Tree Committee, Township Committee, and/or the Department of Public Works.

11. Tree Removal

- a. It is the Township's policy to not remove live public trees unless they pose a threat to public safety.
- b. In recent years, the Township has removed approximately 10 to 20 public trees per year, with the exception of the October 28, 2008 storm where upwards of 200 trees were removed.

12. Plant Health Care & Specialty Treatments

- a. Currently, specialty treatments such as insect and disease controls, fertilization and cabling and bracing are generally not completed on public trees.

13. Sidewalk Maintenance

- a. Where trees are planted between the sidewalk and curb, the Township is responsible for replacing uplifted or damaged sidewalks. In all other areas, the property owner is responsible for replacing uplifted or damaged sidewalks.
- b. The Township places street trees in a 10' planting easement outside of the Township right-of-way to minimize future conflicts between trees and sidewalks.

14. Funding

- a. The Department of Public Works operating budget typically covers the cost of tree maintenance work completed by its crews and private contractors.

2015 – 2019 OBJECTIVES

1. Ongoing Tree Maintenance Programs

- a. January to December, annually
 - i. Continue implementing all applicable tree maintenance programs, policies, and procedures on a regular basis.
 - ii. Conduct systematic, whole-street or area-wide pruning programs as time and resources permit.

E) TREE WASTE RECYCLING

TREE WASTE RECYCLING GOALS

1. Reduce the cost of tree waste disposal to the Township.
2. Provide beneficial recycled products to Township residents and for use on Township lands.
3. Ensure proper transport and disposal practices of diseased or insect infected trees and understood and followed.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. Recycling Facilities
 - a. The Township currently maintains a facility used to store, process and distribute some wastes and recycled materials generated by the tree maintenance or removal operations.
2. Material Processing, Use & Distribution
 - a. Leaves
 - i. The Township does not provide curbside pick-up of leaves. However, property owners may deliver leaves to the Department of Public Works yard.
 - ii. Stockpiled leaves are then delivered to the Morris County recycling facility for composting.
 - b. Wood Chips
 - i. Wood chips generated by Department of Public Works crews are delivered to and stockpiled at the Township Department of Public Works yard.
 - ii. These wood chips are:
 - Used as playground bedding and mulch on Township properties.
 - Made available for pickup by Township residents at no cost.
 - c. Bulk Wood
 - i. Bulk wood generated by Department of Public Works crews is:
 - Cut and left at job sites for use as firewood by area residents.
 - Stockpiled at the Township Department of Public Works yard for pick-up by Township residents at no cost.
3. Recycling Income
 - a. Currently, no income is generated from the sale of vegetative wastes or recycled products.

2015 – 2019 OBJECTIVES

1. Ongoing Tree Waste Recycling Programs
 - a. January to December, annually
 - i. Continue implementing all existing tree waste recycling programs, policies and procedures.
 - ii. Ensure practices associated with disposal of Emerald Ash Borer infected trees are enforced.

F) TREE CARE DISASTER PLAN

TREE CARE DISASTER PLAN GOALS

1. Minimize the risk of tree-related damage and widespread tree losses caused by weather, disease, and other forces.
2. Enable the Township to respond to tree-related emergencies promptly and efficiently.
3. Provide the Township with a viable plan to repair or replace widespread tree damage or losses.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. Tree Emergency & Disaster Threats
 - a. Severe weather such as Hurricane Sandy and other severe storms is currently considered the most serious threat to the Township's tree populations.
 - b. Widespread structural failures during severe weather pose a serious threat to electrical service, communications, and the Township's ability to provide critical emergency services.
2. Existing Emergency & Disaster Plans
 - a. The Washington Township Office of Emergency Management's *Emergency Operations Plan* outlines procedures for vital services and cooperative efforts between all Township departments during an emergency or disaster.
 - b. It is believed that technically sound and responsible planting, preventive maintenance and hazard identification, and abatement efforts described elsewhere in this Plan will, over the long term, help insulate the Township against catastrophic losses.
3. Emergency Response
 - a. The Department of Public Works, in cooperation with first responders, local utilities and contractors, is responsible for clearing trees and debris to open roadways and to permit restoration of electrical service, communications and access for emergency response vehicles.
 - b. The Department of Public Works and a private tree maintenance contractor remain on 24-hour call to respond to tree-related emergencies.

2015 – 2019 OBJECTIVES

1. Ongoing Programs
 - a. January to December, annually
 - i. Continue implementing appropriate programs, policies and procedures.
 - ii. Reduce the risk of future tree failures and injury from tree pruning or removal activities by following and advising of technically sound and responsible planting, preventive maintenance, hazard abatement and tree safety programs as detailed elsewhere in this Plan.

G) PLAN PREPARATION AND EVALUATION

PLAN PREPARATION & EVALUATION GOALS

1. Ensure that Washington Township's Community Forestry Program continues to follow a well-defined, consistent and efficient course of action towards its overall goals.
2. Provide a means of continually evaluating the success of past programs and activities and making adjustments to address changing needs.
3. Remain in compliance with and eligible for the benefits of the New Jersey Shade Tree & Community Forestry Assistance Act.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. This third five-year Community Forestry Management Plan update was prepared by the Washington Township Shade Tree Committee.
2. Due to budget constraints the Committee is very limited in its ability expand programs contained in the 2015-2019 Plan. Limited funds are applied to support tree planting and public outreach.
3. Committee members provide extensive value-in-kind services to the Township through its ongoing activities the meet the Plan Objectives as best as possible.

2015 – 2019 OBJECTIVES

1. Annual Program Evaluation
 - a. December, annually
 - i. Evaluate the success of the year's activities and accomplishments relative to the goals and objectives contained within this Plan.
 - ii. Adjust programs, as necessary, based upon the evaluation.
 - iii. Prepare and submit the Annual Accomplishment Report to the New Jersey Forestry Service in accordance with the requirements of the New Jersey Shade Tree & Community Forestry Assistance Act.
2. Five-Year Evaluation
 - a. January – March 2019
 - i. Evaluate the success of all objectives completed to date.
 - ii. Evaluate progress toward the overall goals of the Community Forestry Management Program.
 - iii. Begin formulating new objectives and/or adjustments to existing policies, programs and procedures, if necessary, to address changing needs for the 2020 – 2024 management period.
3. 2020 – 2024 Management Plan Development
 - a. March – September 2019
 - i. Finalize new objectives and/or adjustments to existing policies, programs and procedures for the 2020 – 2024 management period.
 - ii. Prepare and submit a Community Forestry Management Plan for the 2020 - 2024 management period.
 - b. October – December 2019
 - i. Obtain Plan approval from the New Jersey Community Forestry Council.

COMMUNITY STEWARDSHIP INCENTIVE PROGRAM

CSIP #	CSIP Practice	Page	Summary of Goals and Objectives/Notes
CSIP #1	Training	19	Continue existing training and attend programs: NJ Community Forestry CORE training, Rutgers University (Cook College) continuing education programs, in-house training by the Shade Tree Committee Chairman, Bartlett Tree Company Winter Seminar, International Society of Arboriculture (ISA) annual meeting and NJ Shade Tree Federation annual meeting.
CSIP #2	Community Forestry Ordinance Establishment	N/A	Under the purview of the Township Committee and Township Attorney. The Shade Tree Community provides advice and oversight of ordinances or Policies as may be established or amended by the Township Committee.
CSIP #3	Public Education & Awareness	22	Educate citizens in the value of municipal tree resources and environmental stewardship and its importance in maintaining the character of Washington Township.
CSIP #4	Arbor Day	22	Develop an Annual Arbor Day program in cooperation with the Washington Township schools, organizations and residents.
CSIP #5	Tree Inventory	25	Compile information from various inspections and tree surveys.
CSIP #6	Hazard Tree Assessment	26	In partnership with the Department of Public Works, conduct inspections and introduce programs and support policies which address the impact of tree risks to public safety.
CSIP #7	Storm Damage Assessment		In partnership with the Department of Public Works, conduct inspections and assessments of storm related impacts to Township trees.
CSIP #8	Tree Maintenance and Removals	29	Under the purview of the Department of Public Works. The Department of Public Works covers tree maintenance work completed by its crews and private contractors.
CSIP #9	Insect and Disease Management	N/A	We recommend and approve tree species which are resistant to disease, insects and structural defects and advise the Township Administration of threats to tree health. Currently, specialty treatments such as insect and disease controls, fertilization, and cabling and bracing are generally not completed on public trees.

CSIP #10	Wildfire Protection	N/A	Under the purview of the NJ State Forest Fire Service in conjunction with the Department of Public Works and local Fire Departments. These agencies provide oversight regarding wildfire protection and response.
CSIP #11	Tree Planting	27	As new developments are approved and maintenance bonds expire, work with developers to plant new or replacement street trees in accordance with specifications provided by the Shade Tree Committee.
CSIP #12	Tree Recycling	31	Under the purview of the Department of Public Works. Tree waste material processing use and distribution are managed by the Department of Public Works.
CSIP #13	Sidewalk Maintenance Programs	N/A	Under the purview of the Township Planner and Department of Public Works. Sidewalk Maintenance is managed by the Department of Public Works.
CSIP #14	Storm Water Management	N/A	Under the purview of the Township Engineer and Department of Public Works. Storm Water Management is managed by the Department of Public Works.
CSIP #15	Other		All current community forestry practices are addressed in the preceding CSIP practices.

SUMMARY OF 2015 – 2019 OBJECTIVES

Objectives/Tasks		2015				2016				2017				2018				2019			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
PROGRAM ADMINISTRATION (p. 12)																					
<i>Ongoing Administrative Programs</i>																					
1.	<input type="checkbox"/> Continue implementing the existing administrative programs, policies and procedures already in effect or as they are amended (p. 12, #1.a.i.) <input type="checkbox"/> Monitor the impact of the Emerald Ash Borer as it develops and advise the Township accordingly (p. 12, #1.a.ii.)																				
EACH QUARTER																					
EACH QUARTER																					
TRAINING PLAN (p. 21)																					
<i>Ongoing Training Programs</i>																					
1.	<input type="checkbox"/> Continue all existing training programs on a regular basis (p. 21, #1.a.i.)																				
EACH QUARTER																					
2.	<i>NJ Community Forestry's Training Skills & Accreditation Program</i> <input type="checkbox"/> Review training needs relative to upcoming training opportunities. Ensure necessary continuing education credits are accumulated to maintain Approved Status (p. 21, #2.a.i.) <input type="checkbox"/> Maintain at least three CORE-trained individuals and schedule CORE training for additional individuals, as necessary, to maintain Approved Status (p. 21, #2.a.ii.)																				
FIRST QUARTER ANNUALLY																					
FIRST QUARTER ANNUALLY																					



Objectives/Tasks		2015				2016				2017				2018				2019				
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
TRAINING PLAN, cont'd (p. 21)																						
3.	<i>Tree Hazard Surveys</i> <input type="checkbox"/> Shade Tree Committee members and Department of Public Works employees will evaluate potential tree hazards (p. 21, #3.a.i.) <input type="checkbox"/> Provide hazard tree identification training as they become necessary for any new Shade Tree Committee member or Department of Public Works employee (p. 21, #3.a.ii.)																					
		EACH QUARTER																				
		EACH QUARTER																				
		EACH QUARTER																				
4.	<i>Planting Site Analysis & Species Selection Best Practices</i> <input type="checkbox"/> Review site plans, conduct pre-planting site analysis, and make species selection and tree placement recommendations based on ongoing reviews of industry best practices (p. 21, #4.a.i.)																					

Objectives/Tasks		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
PUBLIC EDUCATION, AWARENESS & OUTREACH (p. 22)																						
1.	<i>Annual Arbor Day Programs</i> <input type="checkbox"/> Plan, promote and conduct annual Arbor Day tree plantings (p. 23, #1.a.i.)																					
		FIRST & SECOND QUARTER ANNUALLY																				
2.	<i>Media Communications</i> <input type="checkbox"/> Issue at least two media communications per year via local publications, the Township website or other media (p. 23, #2.a.i.)																					
		EACH QUARTER																				
3.	<i>Tree Replacement Administration</i> <input type="checkbox"/> Provide guidelines to property owners after a replacement tree is planted in the dedicated shade tree easement on their property (p. 23 #3.a.i.)																					
		EACH QUARTER																				

Objectives/Tasks	2015				2016				2017				2018				2019			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
IMPLEMENTATION PLAN AND NEW OBJECTIVES (p. 26-34)																				
A) TREE INVENTORY & ASSESSMENT																				
1.	<i>Replacement Tree Inventory</i>																			
	<input type="checkbox"/> Continue canvassing neighborhoods to obtain an accurate accounting of trees needing to be replaced (p. 26, #1.a.i.) <input type="checkbox"/> Use windshield surveys to assess annual changes to tree cover and use survey conclusions to compile recommendations for replacement trees (p. 26, #1.a.ii.) <input type="checkbox"/> Periodically inspect replacement trees until they achieve stable growth (p. 26, #1.a.iii.)																			
	SECOND & THIRD QUARTER ANNUALLY																			
	REPEAT IN 2017 & 2019																			
	EACH QUARTER																			
	REPEAT IN 2019																			
2.	<i>Inventory Trees on Public Grounds</i>																			
	<input type="checkbox"/> Using on-line map resources, inventory tree resources on township properties including parks and recreational fields (p. 26, #2.a.i.)																			
B) TREE HAZARD MANAGEMENT (p. 27)																				
1.	<i>Ongoing Tree Hazard Management Programs</i>																			
	<input type="checkbox"/> Continue implementing all existing programs, policies and procedures (p. 27, #1.a.i.) <input type="checkbox"/> Continue addressing existing tree pruning and removal needs, as identified through property service requests and other methods, in order of priority (p. 27, #1.a.ii.)																			
	EACH QUARTER																			
	EACH QUARTER																			
	EACH QUARTER																			
2.	<i>Tree Hazard Evaluation Training (See Training Plan, Training Provisions, p. 19)</i>																			

	2015	2016	2017	2018	2019
3. <i>Pruning for Safety</i>					
	<input type="checkbox"/> Use windshield surveys to evaluate tree populations for pruning needs (p. 27, #1.a.i) <input type="checkbox"/> Share results of pruning assessments with the Department of Public Works for pruning execution (p. 27, #1.a.i.)	EACH QUARTER			

	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
C) TREE PLANTING (p. 28-29)																
1. <i>Ongoing Tree Planting Programs</i>																
<input type="checkbox"/> Continue implementing all existing tree planting programs, policies and procedures on a regular basis (p. 29, #1.a.i.) <input type="checkbox"/> Complete Ash tree inventory and inspection for EAB response planning (p. 29, #1.a.ii.)	EACH QUARTER				EACH QUARTER				EACH QUARTER							

	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
D) TREE MAINTENANCE (p. 30-31)																
1. <i>Ongoing Tree Maintenance Programs</i>																
<input type="checkbox"/> Continue implementing all applicable tree maintenance programs, policies and procedures on a regular basis (p. 31, #1.a.i.) <input type="checkbox"/> Conduct systematic, whole-street or area-wide pruning programs as time and resources permit (p. 31, #1.a.ii.)	EACH QUARTER				EACH QUARTER				EACH QUARTER							



Objectives/Tasks	2015				2016				2017				2018				2019			
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E) TREE WASTE RECYCLING (p. 32)		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.	<i>Ongoing Tree Waste Recycling Programs</i>																
	<input type="checkbox"/> Continue implementing all existing tree waste recycling programs, policies and procedures (p. 32, #1.a.i.)																
	<input type="checkbox"/> Ensure practices associated with disposal of Emerald Ash Borer infected trees are enforced (p. 32, #1.a.ii.)																

F) TREE CARE DISASTER PLAN (p. 33)		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.	<i>Ongoing Programs</i>																
	<input type="checkbox"/> Continue implementing appropriate programs, policies and procedures (p. 33, #1.a.i.)																
	<input type="checkbox"/> Follow and advise of technically sound and responsible planting, preventive and maintenance, hazard abatement and tree safety programs to reduce risk of future tree failures and injury from tree pruning or removal activities (p. 33, #1.a.ii.)																

Objectives/Tasks		2015				2016				2017				2018				2019			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
G) PLAN PREPARATION & EVALUATION (p. 34)																					
1. <i>Annual Program Evaluation</i>																					
	<input type="checkbox"/> Evaluate success of the year's activities and accomplishments relative to the goals and objectives contained within this Plan (p. 34, #1.a.i.)																				
	<input type="checkbox"/> Adjust programs, as necessary, based upon the evaluation (p. 34, #1.a.ii.)																				
	<input type="checkbox"/> Prepare and submit the Annual Accomplishment Report to the New Jersey Forestry Service (p. 34 #1.a.iii.)																				
2. <i>Five-Year Evaluation</i>																					
	<input type="checkbox"/> Evaluate success of all objectives completed to date (p. 34, #2.a.i.)																				
	<input type="checkbox"/> Evaluate progress toward the overall goals of the Community Forestry Management Plan (p. 34, #2.a.ii.)																				
	<input type="checkbox"/> Begin formulating new objectives and/or adjustments to existing policies, programs and procedures, if necessary, to address changing needs for the 2020-2024 management period (p. 34, #2.a.i.)																				
3. <i>2020-2024 Management Plan Development</i>																					
	March - September 2019																				
	<input type="checkbox"/> Finalize new objectives and/or adjustments to existing policies, programs and procedures for 2020-2024 (p. 34, #3.a.i.)																				
	<input type="checkbox"/> Prepare and submit a Community Forestry Management Plan for 2020-2024 (p. 34, #3.a.ii.)																				
	October - December 2019																				
	<input type="checkbox"/> Obtain Plan approval from the New Jersey Community Forestry Council (p. 34, #3.b.i.)																				



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