

**2010 – 2014
COMMUNITY FORESTRY MANAGEMENT PLAN**

**Township of Washington
Morris County
New Jersey**

Township Committee

Kenneth Short, Mayor
James Harmon
James LiaBraaten
Howard Popper
William Roehrich

Township Administrator/Clerk

Dianne S. Gallets, Administrator
Deborah Burd, Assistant Administrator

Department of Public Works

Scott Frech, Superintendent

Shade Tree Committee

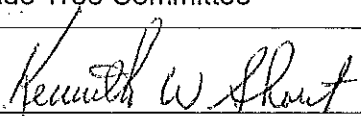
Steven Zaikowski, Chairman
Jan Godek
Patricia Mills
Charles Parke
Robert Sikorski

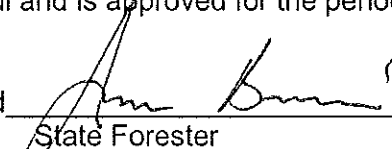
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Community Forestry Management Plan, Second Five Years

MUNICIPAL / COUNTY INFORMATION FORM		
Municipality	Township of Washington	
County	Morris	
Address	43 Schooley's Mountain Road Long Valley, NJ 07853	
Contact Name and Title	Dianne S. Gallets, Township Administrator Deborah Burd, Assistant Administrator	
Phone #	(908) 876-3315	
Fax # & E-Mail	(908) 876-5138; dburd@wtmorris.net	
Organization Name	Shade Tree Committee	
Mayor/County Freeholder's Signature		
Date of Management Plan Submission	June 24, 2010	
Time Period Covered in Management Plan	2010 -2014	
Community Stewardship Incentive Program (CSIP) Practices Identified in Management Plan	<input checked="" type="checkbox"/> CSIP #1	Plan Preparation 30
	<input checked="" type="checkbox"/> CSIP #2	Training..... 16
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	<input checked="" type="checkbox"/> CSIP #13	Other.....

Official Use Only Certification	The above named municipality has made formal application to the New Jersey Forest Service. I am pleased to advise you that after our review, the NJ Forest Service has concluded that this plan meets the standards set forth by the State and the NJ Community Forestry Council and is approved for the period covered.	
	Signed  State Forester	<u>7-9-10</u> Approved Date

INTRODUCTION

<p>SCOPE</p>	<p>This Community Forestry Management Plan outlines programs for managing Washington Township's tree resources during the five-year management period January 2010 to December 2014.</p> <p>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.</p> <p>Programs and procedures outlined in this Plan will concentrate on trees within Township rights-of-way and street tree planting easements and in Township parks and public grounds.</p> <p>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.</p>
<p>MISSION STATEMENT</p>	<p>By ordinance, the Shade Tree Committee is responsible for advising the Township Planning Board in the management of municipally-governed public tree resources to benefit the aesthetic, environmental, economic and social vitality of Washington Township.</p>
<p>OVERALL PROGRAM GOALS</p>	<p>The New Jersey Community Forestry Council has identified twelve Community Stewardship Incentive Program (CSIP) practices that together comprise a complete and comprehensive community forestry program.</p> <p>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.</p> <p>Systematic fulfillment of these CSIP-specific goals and objectives will gradually move the Township's Community Forestry Program towards its overall program goals, which have been established as follows:</p> <ol style="list-style-type: none"> 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 that maintains the rural character of the Township,

	<p>protects environmentally sensitive lands, maintains water quality, protects habitat, and provides scenic and recreation opportunities.</p> <p>10. Meet all eligibility requirements of the New Jersey Shade Tree & Community Forestry Assistance Act.</p>
<p>TREE HAZARDS & LIABILITY</p>	<p>As is the case with all municipal assets, trees require maintenance and it is inevitable that potentially hazardous conditions will emerge. Nevertheless, the Township recognizes that a comprehensive and proactive community forestry program designed to prevent, anticipate and correct such problems will maximize the benefits of trees while minimizing the threat to public safety and exposure to liability. All elements of this Plan are designed to optimize the balance between tree benefits and tree risks.</p> <p>The Township of Washington acknowledges that not all hazardous conditions can or will be predicted. It must work within a limited budget and may not be able to meet every need immediately. The intent of this Plan is to direct available resources toward the greatest needs and systematically develop and maintain a healthy shade tree resource with a commensurate reduction in any threats to public safety.</p> <p>Public safety will be a primary consideration in this development and implementation of all shade tree plans and programs. This Plan provides and will improve upon a means of identifying and abating existing tree hazards on a prioritized basis. Further, it provides a means of reducing the potential for future hazards and liability through responsible planting and preventive maintenance.</p>

COMMUNITY OVERVIEW

WASHINGTON TOWNSHIP

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).

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).

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 that fill reservoirs for the region and overland flows that 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).

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).

**COMMUNITY
OVERVIEW – FIVE
YEARS OF
PROGRESS**

1. Previous Management Plan Achievements and Corresponding Goals, Objectives and Plan Implementation Timeline: We received the Initial Community Forestry Program Grant which was applied to the development and approval of the 2005-2010 Management Plan. This formed the basis of further identifying and formalizing goals and objectives, following adherence to CORE training requirements and following Community Forestry best practices. This 2010-2014 plan submission carries forward many of these key objectives for the continued management of public tree resources and related ongoing activities.
2. Challenges and New Issues Encountered during 2005-2010: 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. Limitations due to ongoing budget constraints were magnified after Washington Township suffered an extensive loss of trees and tree damage due to a severe storm on October 28, 2008 (in particular, Red Maples and Callery Pears). No funds were available to replace the overwhelming number of trees lost. In early 2010 we became aware of and applied for the Community Stewardship Incentive Program Business Fund Grant and subsequently received the grant which was designated to replace trees on one of the most severely impacted streets. We will continue to search for new sources of funding in order to replace more of the street trees which were lost in addition to our ongoing efforts to restore our budget allocation.

A second challenge concerned street tree plantings for new developments. We oversaw landscape contractors who, despite our providing detailed tree planting specifications, needed additional detailed guidance on how to properly plant trees. Where trees were incorrectly planted, we enforced requirements for remediation of newly planted trees and provided extensive oversight and instruction to ensure compliance.
3. Benefits of the Community Forestry Management Plan to Washington Township: This Plan has provided a tool for structured planning and delivery of community outreach initiatives and overall management of municipal tree resources as outlined in this Plan.
4. Description of and Changes to Current Municipal Tree Population during 2005 to 2010: We lost over 200 street trees in the October 2008 storm. Many Norway maples planted on streets in older neighborhoods are now in decline and/or needing removal.
5. Link Between Community Forestry Management Plan and Municipal Master Plan: All applicable elements of the Washington Township (Morris County) December 2003 Master Plan as amended and in its current form are incorporated by reference into this Community Forestry Management Plan.
6. New or Updated Ordinances: The Township of Washington adopted the Highlands Water Preservation and Protection Act pertaining to environmental protection and development restrictions in environmentally sensitive areas as they apply to the Township.

<p>WASHINGTON TOWNSHIP'S COMMUNITY FORESTRY PROGRAM</p>	<p>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.</p> <p>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.</p> <p>Since resources for tree maintenance are limited, the Township has adopted a shade tree easement adjacent to roadway rights-of-way. This allows the Township to plant trees within the easement but transfers the maintenance responsibility to the property owner.</p> <p>The Township is responsible for removal of dead and hazardous trees and replacement tree planting in shade tree easements.</p>
<p>CURRENT PUBLIC TREE ASSESSMENT</p>	<p>The Township currently lacks a comprehensive inventory of its public tree resources.</p> <p>However, based on the impressions of the Shade Tree Committee, it is believed that:</p> <ol style="list-style-type: none"> 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 woodland remnants, rather than traditional street tree plantings. <p>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 that 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 provide for sensible use of the land and water resources upon which all residents and natural systems depend. (Washington Township Master Plan – 2003).</p>

**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.








Circulation Plan Road Classification

Township, Morris County

December 2003



Legend

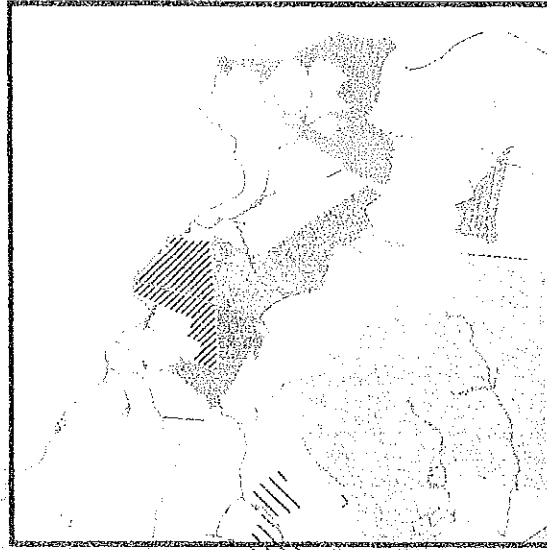
-  Major Arterial
-  Minor Arterials
-  Primary Collectors
-  Collector
-  Local Roads
-  Rural Historic Scenic Corridors
-  Proposed ROW

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

Land Use Plan
Washington Township
Morris County, New Jersey

December 2003

















See Inset Map A

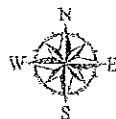


See Inset Map B



Legend

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|  OR/I | |
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|  R-1 | |
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|  R-1/R-2 | |
|  R-20 | |



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

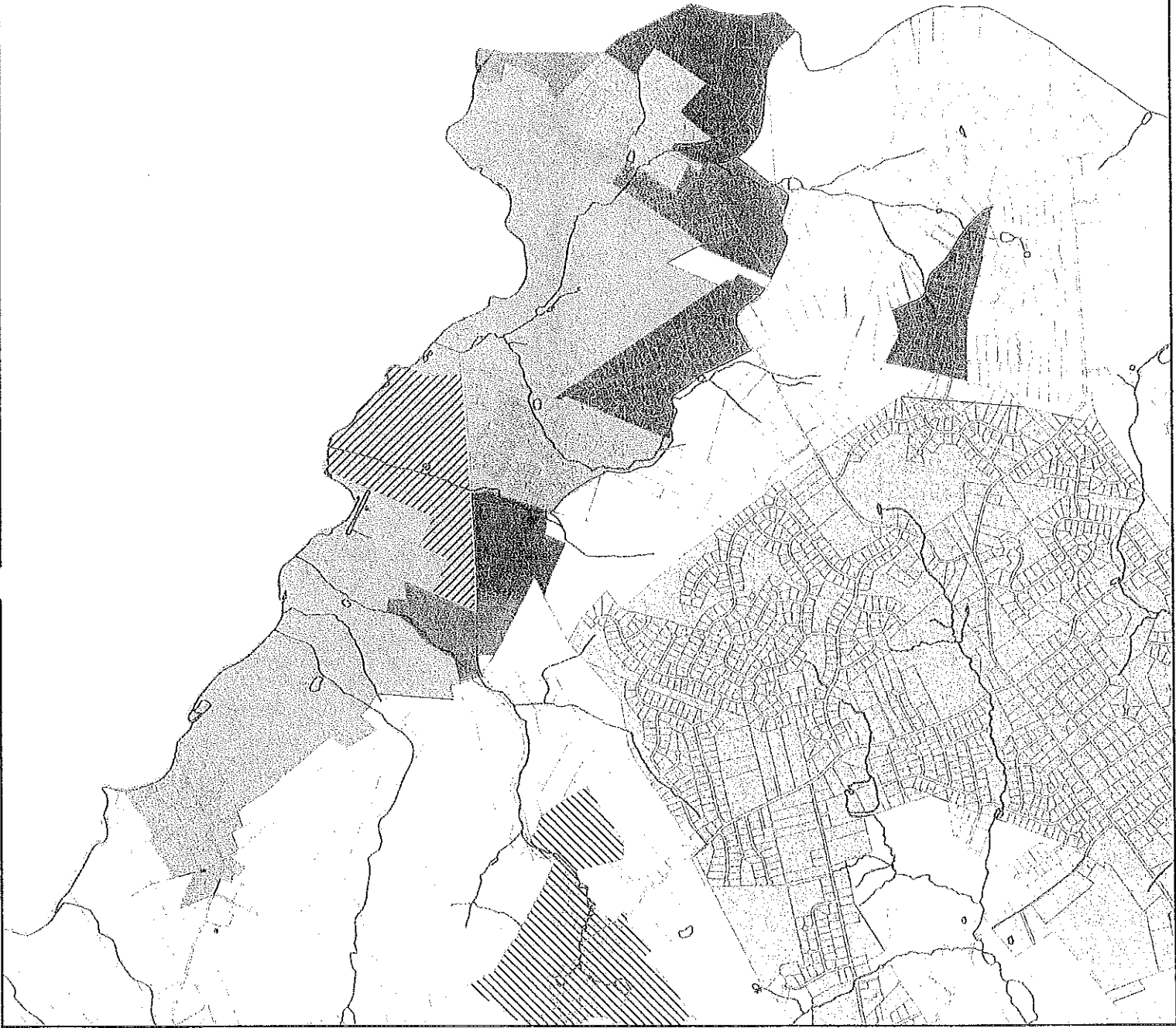
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 Planning and Design

Amended: November 13, 2006

Land Use Plan - Inset A

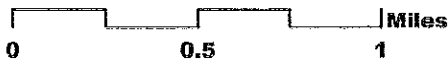
Washington Township
Morris County, New Jersey

December 2003



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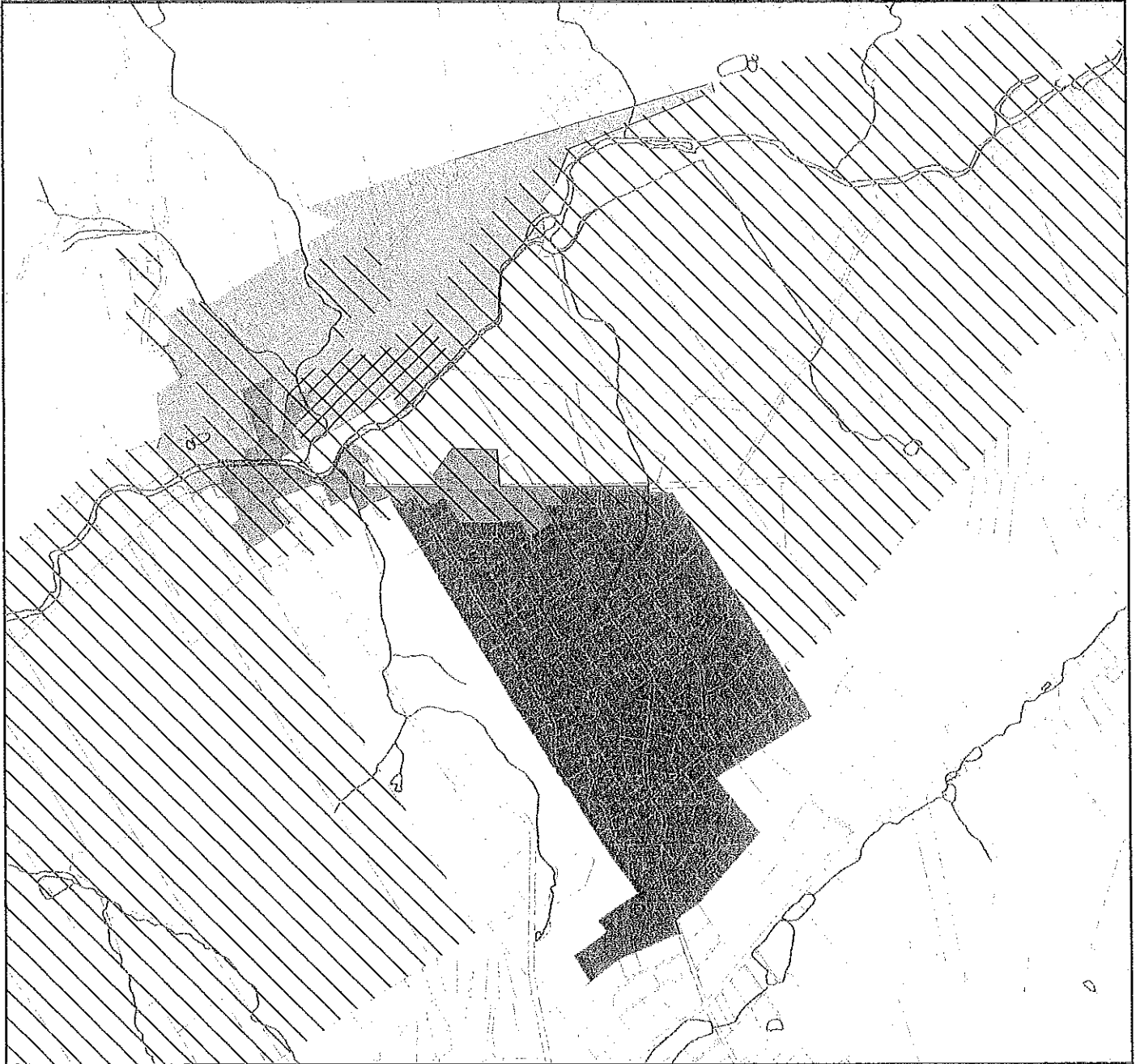
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Banisch Associates, Inc.

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Planning and Design

Land Use Plan - Inset B

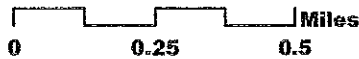
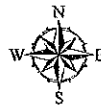
Washington Township
Morris County, New Jersey

December 2003



Legend

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

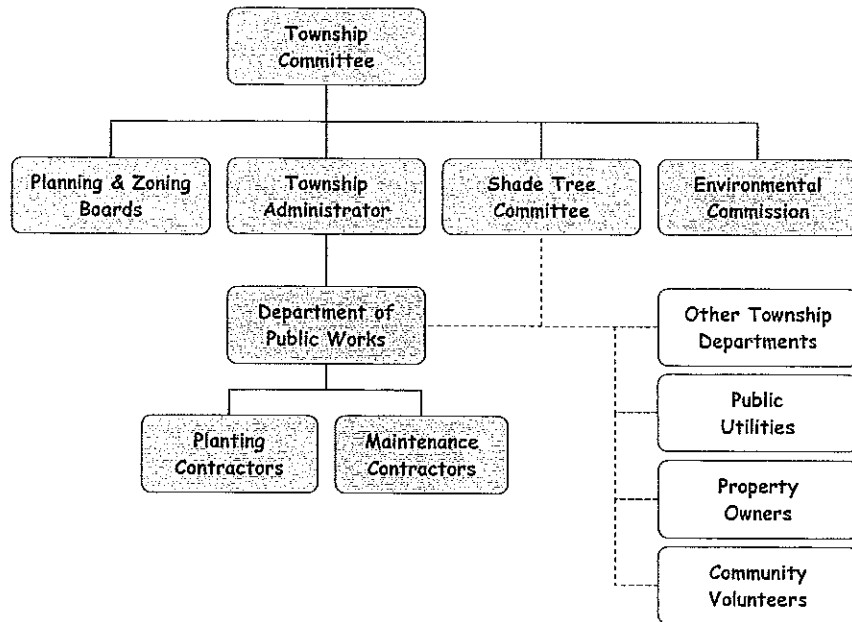
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ASSOCIATES, INC.
Planning and Design

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 five 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 Department of Public Works the removal or pruning of any tree that may pose a potential hazard to public safety.
 - v. Recommending the treatment or removal of any tree on private property which harbors a disease or insects readily communicable to neighboring public trees.
 - vi. 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 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, 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 routinely hired to complete public tree planting, 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 that 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.

	<p>10. Property Owners</p> <ol style="list-style-type: none"> a. Private property owners assist the Community Forestry Program to the extent that they: <ol style="list-style-type: none"> 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. <p>11. Community Volunteers</p> <ol style="list-style-type: none"> 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 scout and school groups periodically participate in Arbor Day events.
<p>RELATED ORDINANCES</p>	<p>The following portions of the Administrative code of the Township of Washington authorize or relate to Washington Township's Community Forestry Program:</p> <ol style="list-style-type: none"> 1. Chapter 2, Article 22, <i>Shade Tree Committee</i>, which establishes the Shade Tree Committee of the Township of Washington. 2. Chapter 196, <i>Trees and Shrubs</i>, which provides for protection of public trees in the Township of Washington. 3. Chapter 53, <i>Brush, Grass, and Weeds</i>, which establishes minimum property and landscape maintenance requirements. 4. Chapter 159, <i>Site Plan Review</i>, 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, <i>Subdivision of Land</i>, which provides specifications for the planting of shade trees.
<p>TREE SERVICE REQUEST PROCEDURES</p>	<p>Requests for the pruning, removal, planting or other treatment of public trees are initiated by adjoining property owners, Township personnel, and other sources and are processed in the following manner:</p> <ol style="list-style-type: none"> 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 to: <ol style="list-style-type: none"> a. Determine responsibility for the tree in question: <ul style="list-style-type: none"> • 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.

	<ul style="list-style-type: none"> • Trees within the ten-foot planting easement and more than two years old are maintained by individual homeowners. <ol style="list-style-type: none"> 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. <ol style="list-style-type: none"> 4. The recommendations of the Shade Tree Committee are forwarded to the Township Committee for final determination on the action which is to be taken, and delegation of the work to the Department of Public Works or 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.
<p>2010 – 2014 OBJECTIVES</p>	<ol style="list-style-type: none"> 1. Ongoing Administrative Programs <ul style="list-style-type: none"> a. Continue implementing the existing administrative programs, policies and procedures already in effect.

BUDGET & RESOURCES

OVERVIEW	<p>The following is a summary of the resources that have been available to the Township's Community Forestry Program in recent years. Figures are provided as per-year averages. Funding has been obtained through Township budgets and grant programs.</p> <p>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.</p>
EMPLOYEE SALARY & WAGES	<p>Department of Public Works Personnel</p> <p>Subtotal (annual salary and benefits prorated by percent of time dedicated to the Community Forestry Program) \$40,670</p>
OPERATIONS	<p>Contracted Tree Pruning and Removal Training and Professional Development Materials and Supplies Miscellaneous Expenses</p> <p>Subtotal \$8,160</p>
TOWNSHIP-OWNED EQUIPMENT	<p>2 Chippers 1 All-purpose dump truck 6 Chain saws 1 Hydraulic pole saw</p> <p>Subtotal (approximate annual value based on 5 year service life, operating and maintenance expenses, etc. and 100% of time dedicated to the Community Forestry Program) \$25,800</p>
TREE PLANTING	<p>Trees purchased by the Township Ancillary materials purchased by the Township Cost of planting by contractors</p> <p>Subtotal \$3,000</p>
TREE WASTE RECYCLING	<p>Disposal of brush, leaves and bulk wood, as necessary</p> <p>Subtotal \$3,490</p>
TOTALS	<p>Township Resources (salaries, operations, equipment, tree planting and recycling) <u>\$81,120</u></p>
VOLUNTEER SERVICES	<p>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 + 80 hrs Subtotal – 200 hrs per year Value of Volunteer Contributions (200 hrs @ \$17.19/hr.) \$3,438</p>

TRAINING & PROFESSIONAL DEVELOPMENT

<p>TRAINING & PROFESSIONAL DEVELOPMENT GOALS</p>	<ol style="list-style-type: none"> 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. <ol style="list-style-type: none"> 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.
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<ol style="list-style-type: none"> 1. Training Provisions <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> i. NJ 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. 2. Current Expertise, Licenses & Certifications <ol style="list-style-type: none"> a. Members of the Shade Tree Committee include: <ol style="list-style-type: none"> 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).

	<ol style="list-style-type: none"> 3. NJ Community Forestry's Training Skills & Accreditation Program <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> i. One Township employee (Township Administrator). ii. One Township volunteer (Shade Tree Committee member). 4. Funding <ol style="list-style-type: none"> a. Training is 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.
<p>CURRENT TRAINING NEEDS</p>	<p>The Township has evaluated its existing programs and personnel and identified the following areas in which training is currently needed or desired:</p> <ol style="list-style-type: none"> 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 worker safety.
<p>2010 – 2014 OBJECTIVES</p>	<ol style="list-style-type: none"> 1. Ongoing Training Programs. <ol style="list-style-type: none"> a. 2010 – 2014 <ol style="list-style-type: none"> i. Continue all existing training programs on a regular basis. 2. NJ Community Forestry's Training Skills & Accreditation Program <ol style="list-style-type: none"> a. January to March, annually <ol style="list-style-type: none"> 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.
 - b. October 2010 to March 2011
 - i. Obtain CORE Training for one or more additional individuals
3. Tree Hazard Evaluation Training
 - a. January to December 2011
 - i. Train key Shade Tree Committee members and Department of Public Works employees to recognize and evaluate potential tree hazards using the latest information and techniques.
 - b. January to December 2012
 - i. Train additional Shade Tree Committee members and Department of Public Works employees to recognize and evaluate potential tree hazards using the latest information and techniques.
 - c. January to October 2013
 - i. Train Department of Public Works employees in the proper pruning of young trees to promote the development of a structurally sound trunk and crown form, minimize conflicts with roads and utilities, and minimize the need for severe pruning as they mature.
4. Planting Site Analysis & Species Selection Training
 - a. January to December 2014
 - i. Train Shade Tree Committee members and the Superintendent of Public Works in pre-planting site analysis, species selection and tree placement. Critical issues to be covered include:
 - Evaluating soil structure and drainage.
 - Recognizing potential root zone and aboveground 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.
 - In-house instruction on tree planting procedures.

PUBLIC EDUCATION, AWARENESS & OUTREACH

<p>TREE CARE DISASTER PLAN GOALS</p>	<ol style="list-style-type: none"> 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 municipal tree resources and environmental stewardship and its importance in maintaining the character of Washington Township. 5. Public outreach – conduct program to discuss root collar excavations and tree plantings (2 CEUs for master gardeners and Shade Tree Committee members). 6. Conduct air spade demonstration (2 CEUs for master gardeners and Shade Tree Committee members).
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<ol style="list-style-type: none"> 1. Arbor Day <ol style="list-style-type: none"> a. Formal Arbor Day programs have been held periodically in Washington Township during the past several years. Programs typically involve school children in tree planting ceremonies at Township parks. b. The Shade Tree Committee is currently planning to develop an Annual Arbor Day program in cooperation with the Township schools. 2. Awareness & Outreach Programs <ol style="list-style-type: none"> a. The Township distributes the Mulch Volcano brochures to Township residents. b. Educational booths at community events c. Outreach to community organizations, guest speakers at schools, clubs and community organizations.
<p>2010 – 2014 OBJECTIVES</p>	<ol style="list-style-type: none"> 1. Annual Arbor Day Programs <ol style="list-style-type: none"> a. January to April, Annually <ol style="list-style-type: none"> i. Plan and conduct annual Arbor Day celebrations. <ul style="list-style-type: none"> • Seek assistance from the Garden Club, 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. 2011-2014

- i. Issue at least two media communications per year via local publications, the Township website, or other media. These should 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, 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 June 2012

- i. Provide guidelines to property owners after a replacement tree is planted in the dedicated shade tree replacement easement on their property. Guidelines 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 Shade Tree Committee pages of the Township's website.

TREE INVENTORY & ASSESSMENT

<p>TREE INVENTORY & ASSESSMENT GOALS</p>	<ol style="list-style-type: none"> 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.
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<ol style="list-style-type: none"> 1. Existing Tree Inventory – completed as Eagle Scout projects. 2. Current Tree Assessment <p>The Township currently lacks a comprehensive inventory of its public and private tree resources.</p> <p>However, based on the impressions of the Shade Tree Committee, it is believed that:</p> <ol style="list-style-type: none"> a. 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 Ginkgo. b. Many young trees are planted in new developments in traditional street tree designs. c. Trees along older streets tend to be woodland remnants, rather than traditional street tree plantings. <p>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 that 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 provide for sensible use of the land and water resources upon which all residents and natural systems depend. (Washington Township Master Plan – 2003)</p>
<p>2010 – 2014 OBJECTIVES</p>	<ol style="list-style-type: none"> 1. Pruning for Safety – January to December 2011 <ol style="list-style-type: none"> a. Use windshield surveys to evaluate tree populations for pruning needs due to storm damage, insects and diseases, and other pressures. b. Results of pruning assessments will be utilized in applying for a Community Stewardship Incentive Program Business Stimulus Fund Grant for pruning. 2. Replacement Tree Inventory – January to December 2012 <ol style="list-style-type: none"> a. Begin canvassing neighborhoods to obtain an accurate accounting of the trees needing to be replaced.

	<ul style="list-style-type: none">b. 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 guidelines for replacement trees. <p>3. Computerization of Street Tree Inventory Data – January to December 2013</p> <ul style="list-style-type: none">a. From Eagle Scout tree surveys, compile computerized listing of all street trees. <p>4. Inventory Trees on Public Grounds – January to December 2014</p> <ul style="list-style-type: none">a. Using on-line map resources, inventory tree resources on township properties.
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TREE HAZARD MANAGEMENT

<p>TREE HAZARD MANAGEMENT GOALS</p>	<p>1. Introduce programs and support policies which address the impact of tree risks to public safety.</p>
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<p>1. Tree Hazard Identification</p> <p style="padding-left: 20px;">a. Hazardous tree conditions are currently identified via:</p> <p style="padding-left: 40px;">i. Service requests from adjacent property owners.</p> <p style="padding-left: 40px;">ii. Ongoing observations by Department of Public Works and other Township employees during the course of their daily activities.</p> <p style="padding-left: 40px;">iii. Post-storm and other periodic inspections.</p> <p>2. Tree Hazard Abatement Procedures</p> <p style="padding-left: 20px;">a. 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 Township Committee.</p> <p style="padding-left: 20px;">b. With the consent of the Township Committee, work orders and contractor work lists are created, prioritized, scheduled, and completed according to the degree of hazard potential.</p> <p>3. Record-Keeping</p> <p style="padding-left: 20px;">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.</p>
<p>2010 – 2014 OBJECTIVES</p>	<p>1. Ongoing Tree Hazard Management Programs</p> <p style="padding-left: 20px;">a. 2010-2014</p> <p style="padding-left: 40px;">i. Continue implementing all existing programs, policies and procedures until a formalized Tree Hazard Survey Program is implemented.</p> <p style="padding-left: 40px;">ii. Continue addressing existing tree pruning and removal needs, as identified through property service requests and other methods, in order of priority.</p> <p>2. Tree Hazard Evaluation Training</p> <p style="padding-left: 40px;"><i>(See Training & Professional Development, Existing Programs, Policies & Procedures, Training Provisions, 1b.ii)</i></p>

TREE PLANTING

<p>TREE PLANTING GOALS</p>	<ol style="list-style-type: none"> 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.
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<ol style="list-style-type: none"> 1. Planting Jurisdiction <ol style="list-style-type: none"> a. The Township currently plants trees: <ol style="list-style-type: none"> 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 <ol style="list-style-type: none"> 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. <ol style="list-style-type: none"> i. The Township's goal has been to plant 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 provided by the Shade Tree Committee. ii. The Township has removed approximately 10 to 20 public trees per year. 3. Planting Location & Tree Placement <ol style="list-style-type: none"> a. Planting locations are identified via: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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

	<p>easement is established in new developments to help minimize tree conflicts.</p> <p>iii. In a manner that is appropriate for the design and intended use of the area.</p> <p>4. Species Selection</p> <p>a. Species are currently selected:</p> <p>i. By the Shade Tree Committee.</p> <p>ii. Using the New Jersey Shade Tree Federation's Trees for New Jersey Streets as a guideline.</p> <p>b. Species are selected with consideration to:</p> <p>i. Available growing space and above and belowground restrictions at each site.</p> <p>ii. Past performance in Washington Township and neighboring communities.</p> <p>5. Tree Supply & Installation</p> <p>a. Currently, trees planted in new developments are purchased and planted by the responsible developer.</p> <p>b. Trees planted by the Township are purchased directly by the Township and planted by outside contractors. Completed planting projects are inspected and approved by the Shade Tree Committee.</p> <p>6. Tree Planting Specifications</p> <p>a. Remove all twine burlap.</p> <p>b. Expose root flare.</p> <p>c. Plant root flare 1" to 2" above grade.</p> <p>d. Stake tree using arbor tie.</p> <p>e. Spread mulch 2" deep around tree no closer than 4" from the root flare.</p> <p>7. Post-Planting Care</p> <p>a. The post-planting maintenance of newly planted street trees in new developments is provided by developers in accordance with a two-year guarantee.</p> <p>b. The post-planting care of trees planted by the Township is provided by adjacent property owners.</p> <p>c. The post-planting maintenance of new trees on Township properties is provided by Department of Public Works personnel.</p> <p>8. Follow-Up After Planting</p> <p>a. Send letter to resident with recommendations for follow-up care after planting.</p>
<p>2010 – 2014 OBJECTIVES</p>	<p>1. Ongoing Tree Planting Programs</p> <p>a. Continue implementing all existing tree planting programs, policies and procedures on a regular basis.</p>

TREE MAINTENANCE

<p>TREE MAINTENANCE GOALS</p>	<ol style="list-style-type: none"> 1. Improve and maintain the long-term health and physical condition of the public tree population. 2. Maximize the service life of existing trees. 3. Identify tree hazards to 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.
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<ol style="list-style-type: none"> 1. In-House Crews <ol style="list-style-type: none"> a. Currently, Department of Public Works employees dedicate approximately 25% of their time to Township tree maintenance. b. Department of Public Works personnel currently complete approximately: <ol style="list-style-type: none"> i. 90% of all tree removal work ii. 90% of all tree pruning work iii. 90% of all emergency tree work c. The Department of Public Works is currently equipped with: <ol style="list-style-type: none"> i. 2 Chippers ii. 1 All-purpose dump truck iii. 6 Chain saws iv. 1 Hydraulic pole saw 2. Private Contractors <ol style="list-style-type: none"> a. Private tree maintenance firms are occasionally hired to complete tree pruning and removal work. b. Contractors currently complete approximately: <ol style="list-style-type: none"> i. 10% of all tree removal work ii. 10% of all tree pruning work iii. 10% of all emergency tree work 3. Inter-Local & Mutual Assistance Agreements <ol style="list-style-type: none"> a. The Township currently has no official agreements with neighboring municipalities to share tree maintenance equipment and personnel. 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. 4. Systematic Maintenance Programs <ol style="list-style-type: none"> a. Currently, the Township does not prune all public street trees on a systematic rotation basis.

	<ul style="list-style-type: none"> 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. <p>5. Work Identification, Prioritization, Scheduling & Record-Keeping</p> <ul style="list-style-type: none"> a. Currently, tree maintenance needs are identified via: <ul style="list-style-type: none"> 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 Department of Public Works. <p>6. Tree Removal</p> <ul style="list-style-type: none"> 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. <p>7. Plant Health Care & Specialty Treatments</p> <ul style="list-style-type: none"> a. Currently, specialty treatments such as insect and disease controls, fertilization and cabling and bracing are generally not completed on public trees. <p>8. Sidewalk Maintenance</p> <ul style="list-style-type: none"> 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 adjacent 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. <p>9. Funding</p> <ul style="list-style-type: none"> a. The Department of Public Works operating budget typically covers the cost of tree maintenance work completed by its crews and private contractors.
<p>2010 – 2014 OBJECTIVES</p>	<p>1. Ongoing Tree Maintenance Programs</p> <ul style="list-style-type: none"> a. Continue implementing all applicable tree maintenance programs, policies, and procedures on a regular basis. b. Conduct systematic, whole-street or area-wide pruning programs as time and resources permit.

TREE WASTE RECYCLING

<p>TREE WASTE RECYCLING GOALS</p>	<ol style="list-style-type: none"> 1. Reduce the cost of tree waste disposal to the Township. 2. Provide beneficial recycled products to Township residents and for use on Township properties.
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<ol style="list-style-type: none"> 1. Recycling Facilities <ol style="list-style-type: none"> a. The Township currently does not have a facility used to store, process and distribute wastes and recycled materials generated by the Community Forestry Program. 2. Material Processing, Use & Distribution <ol style="list-style-type: none"> a. Leaves <ol style="list-style-type: none"> i. The Township does not provide curbside pickup 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 <ol style="list-style-type: none"> 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: <ul style="list-style-type: none"> • Used as playground bedding and mulch on Township properties. • Made available for pickup by Township residents at no cost. c. Bulk Wood <ol style="list-style-type: none"> i. Bulk wood generated by Department of Public Works crews is: <ul style="list-style-type: none"> • Cut and left at job sites for use as firewood by area residents. • Stockpiled at the Township Department of Public Works yard for pickup by Township residents at no cost. 3. Recycling Income <ol style="list-style-type: none"> a. Currently, no income is generated from the sale of vegetative wastes or recycled products.
<p>2010 – 2014 OBJECTIVES</p>	<ol style="list-style-type: none"> 1. Ongoing Tree Waste Recycling Programs <ol style="list-style-type: none"> a. Continue implementing all existing tree waste recycling programs, policies and procedures.

TREE CARE DISASTER PLAN

<p>TREE CARE DISASTER PLAN GOALS</p>	<ol style="list-style-type: none"> 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.
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<ol style="list-style-type: none"> 1. Tree Emergency & Disaster Threats <ol style="list-style-type: none"> a. Severe weather is currently considered the most serious threat to the Township's tree populations. b. Widespread structural failures during severe weather also pose a serious threat to electrical service, communications, and the Township's ability to provide critical emergency services. c. The risk of widespread damage and losses to biotic threats is currently considered low and manageable through increased species diversity and cultivar selection. However, the potential threat of Asian Longhorned Beetle, Emerald Ash Borer, and bacterial leaf scorch are growing concerns. 2. Existing Emergency & Disaster Plans <ol style="list-style-type: none"> a. The Washington Township Office of Emergency Management's <i>Emergency Operations Plan</i> outlines procedures for vital services and cooperative efforts between all Township departments during an emergency or disaster. b. The Township currently lacks a formal plan specific to the repair and replacement of widespread tree damage and losses beyond initial emergency response efforts. It is believed that technically sound and responsible planting, preventive maintenance and hazard identification and abatement efforts described in this Plan will, over the long term, help insulate the Township against catastrophic losses. 3. Emergency Response <ol style="list-style-type: none"> a. The Department of Public Works, in cooperation with local utilities and contractors, is responsible for clearing trees and debris to open roadways and permit restoration of electrical service and communications. b. The Department of Public Works and a private tree maintenance contractor remain on 24-hour call to respond to tree-related emergencies.
<p>2010 – 2014 OBJECTIVES</p>	<ol style="list-style-type: none"> 1. Ongoing Programs <ol style="list-style-type: none"> a. Continue implementing appropriate programs, policies and procedures. b. Reduce the risk of future tree failures by continuing or establishing technically sound and responsible planting, preventive maintenance, and hazard abatement programs as detailed elsewhere in this Plan.

PLAN PREPARATION & EVALUATION

<p>PLAN PREPARATION & EVALUATION GOALS</p>	<ol style="list-style-type: none"> 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.
<p>EXISTING PROGRAMS, POLICIES & PROCEDURES</p>	<ol style="list-style-type: none"> 1. This second five-year Community Forestry Management Plan was prepared by the Washington Township Shade Tree Committee.
<p>2010 – 2014 OBJECTIVES</p>	<ol style="list-style-type: none"> 1. Annual Program Evaluation <ol style="list-style-type: none"> a. December, Annually <ol style="list-style-type: none"> 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 Forest Service in accordance with the requirements of the New Jersey Shade Tree & Community Forestry Assistance Act. 2. Five-Year Evaluation <ol style="list-style-type: none"> a. January – March 2014 <ol style="list-style-type: none"> 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 2015 – 2019 management period. 3. 2015 – 2019 Management Plan Development <ol style="list-style-type: none"> a. July – December 2014 <ol style="list-style-type: none"> i. Finalize new objectives and/or adjustments to existing policies, programs and procedures for the 2015 – 2019 management period. ii. Prepare and submit a Community Forestry Management Plan for the 2015 - 2019 management period. b. January 2015 <ol style="list-style-type: none"> 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	Plan Preparation	30	Finalize new objectives and/or adjustments to existing policies, programs and procedures for the 2015-2019 management period.
CSIP #2	Training	16	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 and International Society of Arboriculture (ISA) annual meeting.
CSIP #3	Public Education & Awareness	19	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 Activities	19	Develop an Annual Arbor Day program in cooperation with the Washington Township schools.
CSIP #5	Assessment/Inventory	21	Compile computerized listing of all street trees from Eagle Scout tree surveys.
CSIP #6	Tree Hazard Identification Plan	23	Introduce programs and support policies which address the impact of tree risks to public safety.
CSIP #7	Tree Planting	24	As new developments are approved, work with developers to plant new street trees in accordance with specifications provided by the Shade Tree Committee.
CSIP #8	Tree Maintenance	26	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	Tree Recycling	28	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 #10	Ordinance Establishment	38	Under the purview of the Township Committee. The Shade Tree Community provides advice and oversight of ordinances as may be established or amended by the Township Committee.

CSIP #11	Tree Care Disaster Plan	29	Under the purview of the Washington Township Office of Emergency Management. The <i>Emergency Operations Plan</i> outlines procedures for vital services and cooperative efforts between all Township departments during an emergency or disaster.
CSIP #12	Insect and Disease Management Plan	27	We recommend and approve tree species which are resistant to disease, insects and structural defects. Currently, specialty treatments such as insect and disease controls, fertilization, and cabling and bracing are generally not completed on public trees.
CSIP #13	Other		All current community forestry practices are addressed in the preceding twelve CSIP practices.

SUMMARY OF 2010 -- 2014 OBJECTIVES

Objectives/Tasks	2010	2011	2012	2013	2014	2015
PROGRAM ADMINISTRATION						
1. <i>Ongoing Administrative Programs</i>						
<input type="checkbox"/> Continue implementing existing administrative programs, policies and procedures already in effect (p. 11, #1.a.)						
TRAINING & PROFESSIONAL DEVELOPMENT						
1. <i>Ongoing Training Programs</i>						
<input type="checkbox"/> Continue all existing training programs on a regular basis (p. 14, #1.a.i.)						
2. <i>NJ Community Forestry Training Skills & Accreditation Program</i>						
<input type="checkbox"/> Review training needs to ensure necessary continuing education credits are met and to maintain Approved Status (p. 14, #2.a.i.-ii.)						
<input type="checkbox"/> Maintain at least three CORE-Trained individuals and schedule additional training (p. 14, #2.b.i.)						
3. <i>Tree Hazard Evaluation Training</i>						
Jan.-Dec. 2011						
<input type="checkbox"/> Train key Shade Tree Committee members and Department of Public Works employees in tree hazard identification and evaluation (p.17, #3.a.i.)						
Jan.-Dec. 2013						
<input type="checkbox"/> Train additional key Shade Tree Committee members and Department of Public Works employees to recognize and evaluate potential tree hazards (p.14, #3.b.i.) x						

Objectives/Tasks	2010	2011	2012	2013	2014	2015
TRAINING & PROFESSIONAL DEVELOPMENT, cont'd						
4. <i>Planting Site Analysis & Species Selection Training</i> ☐ Train Shade Tree Committee members and the Superintendent of Public Works in pre-planting site analysis, species selection and tree placement (p. 14, #4.a.i.)						
5. <i>Young Tree Pruning Training</i> ☐ Train Department of Public Works employees in developmental pruning techniques for young trees (p. 15, #5.a.i.)						
PUBLIC EDUCATION, AWARENESS & OUTREACH						
1. <i>Annual Arbor Day Programs</i> ☐ Plan and conduct annual Arbor Day programs (p. 16, #1.a.i.)						
2. <i>Media Communications</i> ☐ Issue at least two media communications per year via local publications, the Township website or other media (p. 16, #2.a.)						
3. <i>Tree Replacement Administration</i> ☐ Provide guidelines to property owners after a replacement tree is planted in the shade tree easement on their property (p. 17, #3.a.)						

Objectives/Tasks	2010	2011	2012	2013	2014	2015
TREE INVENTORY & ASSESSMENT						
1. <i>Pruning for Safety</i>						
☐ Use windshield surveys to evaluate tree populations for pruning needs (p. 18, #1.a.i)						
☐ Utilize results of pruning assessments in applying for grants for pruning (p. 18, #1.b.)						
2. <i>Replacement Tree Inventory</i>						
☐ Begin canvassing neighborhoods to obtain accurate accounting of trees needing to be replaced (p. 18, #2.a.)						
☐ Use windshield surveys to assess annual changes to tree cover and use conclusions to compile guidelines for replacement trees (p. 19, #2.a.)						
3. <i>Computerization of Street Tree Inventory Data</i>						
☐ Compile computerized listing of all street trees (p. 19, #3.a.)						
4. <i>Inventory Trees on Public Grounds</i>						
☐ Inventory trees on township properties (p. 19, #4.a.)						
5. <i>Computerization of Public Grounds Tree Inventory Data</i>						
☐ Complete computerized listing of all trees in parks and recreational fields (p. 19, #5.a.)						
TREE HAZARD MANAGEMENT						
1. <i>Ongoing Tree Hazard Management Programs</i>						
☐ Continue implementing all existing programs and continue existing tree pruning and removal needs (p. 20, #1.a.i.-ii.)						

Objectives/Tasks	2010	2011	2012	2013	2014	2015
TREE PLANTING						
1. <i>Ongoing Tree Planting Programs</i> <input type="checkbox"/> Continue implementing all existing tree planting programs (p. 22, #1.a.)						
TREE MAINTENANCE						
1. <i>Ongoing Tree Maintenance Programs</i> Continue implementing all applicable tree maintenance programs on a regular basis; conduct systematic, area-wide pruning programs as time and resources permit (p. 24, #1.a.)						
TREE WASTE RECYCLING						
1. <i>Ongoing Tree Waste Recycling Programs</i> <input type="checkbox"/> Continue implementing existing tree waste recycling programs (p. 25, #1.a.)						
TREE CARE DISASTER PLAN						
1. <i>Ongoing Programs</i> <input type="checkbox"/> Continue implementing appropriate programs; reduce risks via other elements of this Plan (p. 26, #1.a.-b.)						

Objectives/Tasks	2011	2012	2013	2014	2015
PLAN PREPARATION & EVALUATION					
1. <i>Annual Program Evaluation</i> <input type="checkbox"/> Evaluate success of the year's activities and accomplishments and adjust programs, as necessary. Prepare and submit Annual Accomplishment Report to NJFS (p. 27, #1.a.i-iii)					
2. <i>Five-Year Evaluation</i> <input type="checkbox"/> Evaluate success of all 2011-2015 objectives completed to date and progress toward overall goals; begin formulating new objectives and program adjustments for 2016-2019 (p. 27, #2.a.i-iii)					
3. <i>2015-2020 Management Plan Development</i> Jan. - June 2015 <input type="checkbox"/> Finalize new objectives and program adjustments. Prepare and submit a Plan for the 2015-2020 management period (p. 27, #3.a.i-ii) July - September 2015 <input type="checkbox"/> Obtain State approval for the 2015-2020 Plan (p. 27, #3.b.i)					

APPENDIX

RELATED ORDINANCES	<ol style="list-style-type: none">1. Chapter 2, Article 22, <i>Shade Tree Committee</i>, which establishes the Shade Tree Committee of the Township of Washington (<i>copy attached</i>).2. Chapter 196, <i>Trees and Shrubs</i>, which provides for protection of public trees in the Township of Washington (<i>copy attached</i>).3. Chapter 53, <i>Brush, Grass, and Weeds</i>, which establishes minimum property and landscape maintenance requirements.4. Chapter 159, <i>Site Plan Review</i>, 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, <i>Subdivision of Land</i>, which provides specifications for the planting of shade trees on development projects.
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Chapter 196: TREES AND SHRUBS

[HISTORY: Adopted by the Township Committee of the Township of Washington 5-15-1972 (Sec. 15-2 of the Revised General Ordinances). Amendments noted where applicable.]

GENERAL REFERENCES

- Brush, grass and weeds – See Ch. 53.
- Injuries to trees by moving of buildings – See Ch. 60.
- Injury to trees in parks – See Ch. 137.
- Property maintenance – See Ch. 148.

§ 196-1. Permit required for certain acts.

No person shall do or cause to be done any of the following acts affecting the trees, plants, shrubbery or other ornamental flora planted or growing naturally within the highways or public places under the jurisdiction of the township, except with a written permit first obtained from the Shade Tree Committee:

- A. Cut, trim, break, disturb the roots of or spray with chemicals any living tree or shrub or injure, misuse or remove any structure or device placed to support or protect any tree or shrub.
- B. Plant or remove any living tree or shrub or climb with spikes any living tree or shrub.
- C. Fasten any rope, wire, electric attachments, sign or other device to a tree or shrub or to any guard about such tree or shrub.
- D. Close or obstruct any open space provided about the base of a tree or shrub to permit the access of air, water or fertilizer to the roots of such tree or shrub.
- E. Pile any building material or make any mortar or cement within six feet of a tree or shrub.
- F. Change the grade of the soil within the limits of the lateral spread or the branches of any such tree.

§ 196-2. Wires and cables near trees.

Every person having control over any wire for the transmission of an electric current along a public highway shall at all times guard the trees through which, or near which, such wire passes against any injury from the wire or cable or from the electric current carried by it. The device or means used shall in every case be subject to approval by the Shade Tree Committee.

§ 196-3. Guy wires and braces.

No person shall place any guy wire, brace or other device on any such tree in such a manner as to injure it.

§ 196-4. Injury by animals.

No person shall hitch or fasten an animal to any tree or shrub upon a public highway or to any guard or support provided for the same nor permit an animal to bite or otherwise injure any tree or shrub.

§ 196-2. Chemical damage.

Editor's Note: See also Ch. 101, Hazardous Materials.

No person shall permit any brine, gas or injurious chemical or liquid to come in contact with the stump or roots of any tree or shrub upon a public highway.

Chapter 2: ADMINISTRATION OF GOVERNMENT

ARTICLE XXII Shade Tree Committee {Added 2-21-1983 by Ord. No. 3-83}

Editor's Note: This ordinance also repealed former Section 2-21, Shade Tree Commission, as amended 10-15-79 by Ord. No. 68-79.]

§ 3-97. Established.

A Shade Tree Committee is established for the purpose of regulating, planting, care and control of shade and ornamental trees and shrubbery upon and in the streets, highways, public places, parks and parkways of the Township, except state highways unless the State Highway Department assents thereto and except county highways, parks and parkways unless a county shade tree commission is operative and gives assent thereto. The Committee shall be residents of the Township and shall serve without compensation.

§ 3—98. Appointment of members; terms; vacancies.

The Shade Tree Committee shall consist of five members appointed by the Township Committee for terms of five years, except that those first appointed shall be on a staggered basis. All appointments except those to fill vacancies shall be effective January 1. Any vacancy occurring by reason of death, resignation or removal of any member shall be filled for the unexpired term by the Township Committee.

§ 3-99. Organization.

The Committee shall organize annually by the election of one of its members as Chairman and another as Secretary.

§ 3-100. Responsibilities and duties.

The Shade Tree Committee shall:

- A. Recommend 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 hereafter be planted, in any public highway, park or parkway, except such as are excluded pursuant to § 3-97, including the planting, trimming, spraying, care and protection thereof.
- B. Act in an advisory capacity to the Washington Township Planning Board in the areas of regulation, planting and care of shade and ornamental trees and shrubbery.
- C. Recommend to the Township Committee the removal of any tree, or part thereof, which may pose a potential hazard to the public safety.
- D. Recommend the treatment or removal of any tree situated upon private property which is believed to harbor a disease or insects readily communicable to the neighboring health of trees in the care of the Township and, with the consent of the owner, enter upon private property for that purpose, provided that the suspected condition is first confirmed by a certificate issued by or on behalf of the New Jersey Department of Agriculture.
- E. Recommend the waiving, in whole or in part, of requirements for shade trees where the Committee deems that an adequate natural growth of shade trees exists on a building lot.

§ 3-101. Annual budget.

The shade Tree Committee shall, upon request, submit a proposed Shade Tree Committee budget for each calendar year. The governing body shall annually appropriate, in its budget, such funds as it deems necessary for regulating, planting, trimming and care of shade and ornamental trees and shrubbery in the Township of Washington, Morris County, New Jersey.

§ 196-6. Interference with Shade Tree Committee.

No person shall prevent, delay or interfere with any lawful work undertaken by the Shade Tree Committee or its authorized agent.

§ 196-7. Enforcement

If any person continues to violate any of the provisions of this chapter after being duly notified of such violation or neglects or refuses to comply with any lawful order of the Township Engineer or other lawful authority, the failure to comply with a second or each of any subsequent notifications or orders shall be construed as an additional violation of this chapter, and each such additional offense shall subject the offending party, upon conviction, to the same penalty as provided for the first offense.