



# WILDWOOD

September 21, 2021

## MEMORANDUM

To: Planning and Parks Committee Members

From: Department of Planning and Parks

Re: **Status of Tree Preservation and Restoration Code Update Process (Wards – All)**

Cc: The Honorable James R. Bowlin, Mayor  
Administration and Public Works Committee Members  
Economic Development Committee Members  
Steve Cross, City Administrator  
John A. Young, City Attorney  
Rick Brown, P.E. and P.T.O.E., Director of Public Works  
Travis Newberry, Senior Planner

**BACKGROUND >>>** In the latter part of 2020, a discussion among the Watershed Erosion Task Force (WETF) Members relating to the Tree Preservation and Restoration Code, and its accompanying Landscape Manual and Sustainable Plantings Guide, which resulted in a decision to review and update the regulations and other items. At that time, the Planning and Parks Committee, and ultimately City Council, considered and endorsed an approach to take the opportunity to improve these important regulations and requirements of the City through a focused and thorough process. This approach culminated with a public hearing being held by the Planning and Zoning Commission in April 2021. The public hearing was specifically advertised as follows:

**P.Z. 5-21 City of Wildwood Planning and Zoning Commission , c/o Department of Planning, 16860 Main Street, Wildwood, Missouri 63040** – A request for the Planning and Zoning Commission to conduct a comprehensive review of, then consider potential changes to, City of Wildwood’s Municipal Code – Chapter 410 Tree Preservation and Restoration Code, and its associated Landscape Manual and Sustainable Plantings Guide, for the purposes of ensuring such are consistent with current techniques, reflective of ‘best practices, and accomplish the goals and objectives of the Master Plan of the City of Wildwood. (**Wards – All**)

The discussion at the public hearing, as well as a subsequent meeting with the Department and Dr. Rambaud, resulted in the identification of four (4) Areas of Study for this review and update process. These Areas of Study are as follows:

1. Chapter 410 Tree Preservation and Restoration Code – Regulations;
2. Landscape Manual;
3. Sustainable Plantings Guide; and
4. Other Considerations

Accompanying these four (4) Areas of Study, a list of resources was also compiled of relevant outside agencies, subject matter experts, and other sources of information to be explored to assist in this regard. At its May 2021 meeting, the Committee Members reviewed these next steps in this review and update process, provided valuable input, and endorsed the identified Areas of Study and list of identified resources.

**UPDATE ITEMS >>>** Over the past several months, the Department has proceeded with the various components of the identified review and update process. These efforts have resulted in good progress being made in identifying the available resources of assistance and information, as well as understanding some of the major factors that need to be addressed, as part of this process. The specific steps that have been implemented since the last update to the Committee regarding this matter are as follows:

1. A meeting was held with members of the Department of Public Works and the Department of Planning and Parks to discuss the current application, enforcement, successes, and shortcomings of the City's existing codes, engaging the various perspectives of the different City Team Members. This discussion also included the City's approach to tree preservation, restoration, and landscaping in the public rights-of-way and park properties.
2. The Department contacted each of the identified outside agencies and subject matter experts, seeking their interest in participating in the City's update and review process, as well as any other information they could provide in this regard.
3. The Department is compiling available resources and documents that will be valuable in this review and update process, most notably the *Conservation Planning Tools for Missouri Communities: A Reference Manual* prepared and published by the Missouri Department of Conservation (MDC) and the Conservation Commission of the State of Missouri (2018). Part of this effort was engaging the American Planning Association (APA) website to explore its Knowledge Center and compiled a list of resources, including example tree ordinances, tree management plans, assessment tools, fact sheets, and other guides, reports, and manuals.
4. The Department commissioned a review of the City's existing Chapter 410 Tree Preservation and Restoration Requirements by its consultant, Davey Resource Group (Andy Berg), which has been completed. This review was very professional, technical in nature, and comprehensive.
5. The Department held an additional meeting with Dr. Rambaud, to gain his insights and direction regarding this review and update process, given his background, education, and interest in such.
6. The Department is coordinating a meeting with three (3) individuals at the Missouri Department of Conservation (MDC) to discuss this review and update process. This meeting is still pending being scheduled.
7. The Department has prepared an informational postcard, with the opportunity for the public to provide input via a short survey and written comment form. This postcard will be distributed, and responses collected at the upcoming Celebrate Wildwood Event. The postcard also informs the public how to follow along and participate in this process as it proceeds through its various steps, which includes directing participants to a dedicated website with links to all of the information (<https://www.cityofwildwood.com/2064/Tree-Code-Update>).

**NEXT STEPS AND CONTACT INFORMATION >>>** The Department is presenting this information to the Committee Members to provide an update on this review process, as well as to seek any additional input regarding such. This input will assist the Department of Planning and Parks, and others, in developing a recommendation on this matter, which, if favorable, would be intended to address certain areas relative to the current legislation, associated regulations, and accompanying documents. Additionally, the Department

anticipates the next step, relative to the Planning and Zoning Commission's consideration of this matter, will be a special Work Session in the coming months to present the resources compiled, provide an update, and seek input and direction regarding the same.

If any of the Committee Members should have any questions or comments regarding this information, please feel free to contact the Department of Planning and Parks at (636) 458-0440. Also, if Committee Members have any suggestions, please identify them at tonight's meeting. A presentation is planned on this matter at tonight's meeting as well. Thank you for your review and input on this information.