
INTEROFFICE MEMORANDUM

TO: JOHN PERRY, VILLAGE ADMINISTRATOR
FROM: STACI R. HULSEBERG, DIRECTOR OF PLANNING AND DEVELOPMENT *SRH*
DATE: MAY 7, 2003
SUBJECT: TRUSTEE BRANDT'S QUESTION REGARDING THE TREE PRESERVATION ORDINANCE

While the preparation of a Tree Preservation Ordinance has been in progress for over two years, our Department has not characterized it as being stalled. As with all long-range projects in the Planning and Development Department, it is worked on as time allows, with the Planner's primary responsibilities being development case management, responding to development requests and resident inquiries, economic development, business attraction and retention, and other priority issues and projects that arise.

We estimate that over 225 hours of research and preparation have been dedicated to this project to date. Specifically, we have completed the following:

- Reviewed tree preservation guidelines from eight organizations including the American Planning Association, the American Society of Landscape Architects, the National Association of Home Builders, and the National Arbor Day Foundation.
- Contacted 23 Illinois communities and 18 out-of-state communities to obtain and discuss their tree preservation regulations, if any.
- Developed a matrix chart to evaluate and compare preservation regulations of 16 communities selected from the 41 contacted.
- Completed a windshield survey of all undeveloped sites in Woodridge to determine number and density of woodlands remaining.
- Reviewed past projects to determine history of staff's applications of informal tree preservation efforts.
- Completed an outline of proposed key features to be included in the tree preservation ordinance.
- The Planning and Development Department completed two full reviews of the outline prior to Development Team review.
- The Development Team completed two full reviews of the outline.
- Based on comments received on the outline, a draft of the proposed text amendment was completed.
- The draft text amendment was distributed to the Planning and Development Department staff for review.

The last step listed above, distribution to the Planning and Development Department, occurred on April 25, 2003. Following evaluation of the draft by Planning and Development Department staff and any revisions resulting from that review, we would anticipate review by the Development Team and Village Attorney. After the text amendment has been revised to incorporate all the changes suggested by Village staff, the text amendment and a corresponding summary will be sent to the Plan Commission for their comments and questions prior to scheduling the item for a Plan Commission agenda. We anticipate the amendment will be ready for Plan Commission consideration before the end of this year.