



2020–2024

Community Forestry Management Plan

Borough of Haddon Heights

Camden County, NJ

2020 – 2024 COMMUNITY FORESTRY MANAGEMENT PLAN

Borough of Haddon Heights Camden County New Jersey

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HADDON HEIGHTS
the Friendly Community



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Municipal / County Information Form

MUNICIPALITY Borough of Haddon Heights
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ORGANIZATION Shade Tree Commission

MAYOR'S SIGNATURE Original Copy Signed

* I Certify that this Community Forestry Management Plan was developed specifically and exclusively for the Borough of Haddon Heights.

DATE SUBMITTED November 2019

TIME PERIOD January, 2020 – December, 2024

Table with 3 columns: CSIP PRACTICES IDENTIFIED IN PLAN, CSIP #, and Description. Rows include Training, Community Forestry Ordinance Establishment, Public Education & Awareness, Arbor Day, Tree Inventory, Hazard Tree Assessment, Storm Damage Assessment, Tree Maintenance & Removals, Insect and Disease Management, Wildfire Protection, Tree Planting, Tree Recycling, Sidewalk Maintenance Program, Stormwater Management, and 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 Original Copy Signed & Dated Approved Date



SCOPE

This Community Forestry Management Plan outlines the programs, policies, and procedures by which the Borough of Haddon Heights' public shade tree resources will continue to be managed during the period of January 2020 through December 2024.

The Borough recognizes that healthy shade trees are a critical asset to its community, and appreciates the value and benefits trees offer in improving the quality of life in Haddon Heights. It also acknowledges its responsibility to properly maintain and replace those trees when they are inevitably lost to maximize and perpetuate these benefits.

A brief gap separates the previous Community Forestry Management Plan and this plan, though the goals, objectives, and procedures of the 2012 – 2017 were seamlessly continued through 2019. This second five-year plan builds upon the successes realized and addresses the challenges faced in implementing the 2012 plan.

It is expected that implementation of this plan for public trees will continue to stimulate residents' appreciation for Haddon Heights' collective urban forest and the voluntary planting, protection, and care of trees on private property for the benefit of the entire community.

MISSION STATEMENT

To undertake a vigorous and comprehensive tree management program to enhance the quality of life within the Borough through the maintenance of a healthy stock of curbside trees.

OVERALL PROGRAM GOALS

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

Within each of the plan elements that follow, existing programs, policies, and procedures are described, intermediate and element-specific goals are established, and CSIP-based objectives for the 2020 – 2024 management period are set.

Systematic fulfillment of these CSIP-specific goals and objectives will continue to advance Haddon Heights' Shade Tree Program toward its overall program goals, which are as follows:

1. Assess the size, composition, and condition of the community forest resource.
2. Develop and perpetuate beneficial and sustainable shade tree resources.
3. Maximize the benefits that trees provide to the Borough and its residents.
4. Maximize long-term stability and sustainability in the community forest.
5. Optimize the balance between tree health, maintenance costs, and budgetary constraints.
6. Minimize the risk of trees to public safety.
7. Minimize conflicts between trees and infrastructure.
8. Maintain public interest, appreciation, and support for public shade tree programs.
9. Encourage the planting and proper care of trees on private property.
10. Increase and maintain Borough-wide tree canopy cover at 40% of Borough's land area.

11. Meet all eligibility requirements of the New Jersey Shade Tree & Community Forestry Assistance Act.

**TREE HAZARDS
& LIABILITY**

Public trees are regarded as a valuable asset that contributes immeasurably to the character of Haddon Heights. Yet, as with all municipal assets, trees require maintenance and potentially hazardous conditions may emerge.

It is widely recognized that comprehensive shade tree management programs that are proactive in their efforts to prevent, anticipate, and correct such problems will cost-effectively 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 risks to public safety.

The Borough of Haddon Heights acknowledges that not all hazardous conditions can or will be predicted. It must work with limited resources spread over a large physical expanse 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 threats to public safety.

Public safety is a primary consideration in the development and implementation of all shade tree plans and programs. This Plan provides a means of identifying and systematically addressing existing tree hazards. Further, it provides a means of reducing the potential for future hazards and liability through responsible planting and preventative maintenance.



2012 – 2016 SHADE TREE PROGRAM REVIEW

The Borough of Haddon Heights continued to efficiently meet the needs of its public tree resource through implementation of its 2012 – 2016 Community Forestry Management Plan, the goals and objectives of which were carried through 2019. Despite significant constraints, the Shade Tree Program successfully completed several of the objectives it had established while continuing previously existing programs, but a variety of circumstances prevented it from completing others.

The following is a summary of the Shade Tree Program’s activities and accomplishments as they relate to objectives outlined in its 2012 – 2016 Community Forestry Management Plan.

1. **Program Administration**

- a) The Borough’s Shade Tree Program continued to implement all its previously existing administrative programs, policies, and procedures.

2. **Training & Professional Development**

- a) The Borough continued its existing training programs and met its New Jersey Shade Tree & Community Forestry Assistance Act requirements for continuing education each year.
- b) Members of the Shade Tree Commission and the Department of Public Works acquired continuing education units by attending programs offered through the NJ Shade Tree Federation, PSE&G, and the Morris Arboretum, and via in-house training by the Borough Arborist.
- c) Over the past several years, members of the Shade Tree Commission and the Department of Public Works attended training sessions covering a broad range of relevant topics, including:
 - i) Selecting and planting the right tree in the right place;
 - ii) Successfully applying for grants;
 - iii) Maintaining mature trees;
 - iv) Natural tree care;
 - v) Tree pruning;
 - vi) Use of *iTree* software.

3. **Public Education, Awareness, & Outreach**

- a) The Borough continued its previously established public education, awareness, and outreach programs.
- b) Arbor Day celebrations continued to be held each year through the efforts of the Shade Tree Commission and Environmental Commission. Celebrations included tree planting partnerships with Borough schools and in Borough parks, and seedling giveaways.
- c) Articles and announcements were routinely published in the Borough’s bimonthly newsletter covering a variety of timely information regarding the planting and care of trees, program accomplishments, calls for new tree planting requests, and internet links to more information.
- d) Shade Tree Commission members routinely occupied a booth at the Haddon Heights Farmer’s Market to discuss tree matters with visitors and distribute tree seedlings.

4. *Tree Inventory & Assessment*

- a) Haddon Heights currently lacks a comprehensive inventory and assessment of its public trees due to limited resources and other constraints, but has prioritized completion of an inventory for this current management period.
- b) To date, in the absence of a comprehensive inventory, management decisions have been thoughtfully based on the accumulated collective knowledge of the Shade Tree Commission and the Department of Public Works regarding the extent and composition of the municipal tree resource.

5. *Tree Hazard Management*

- a) The Borough continued to implement its previously existing programs, policies, and procedures to identify trees requiring maintenance and addressed them in priority order to minimize potential tree hazard threats on an ongoing basis.

6. *Tree Planting*

- a) The Borough continued all its previously existing tree planting programs, policies, and procedures.
- b) The street tree stocking level in Haddon Heights has remained relatively steady over the past 5-10 years with an average of 50-100 trees planted and 50-60 primarily over-mature or dangerous trees removed per year.

7. *Tree Maintenance*

- a) The Borough continued to implement its previously existing tree maintenance programs, policies, and procedures.
- b) The Borough established and continued to implement procedures for addressing tree-sidewalk conflicts.

8. *Tree Waste Recycling*

- a) The Borough continued to implement all its previously existing tree waste recycling programs, policies, and procedures.

9. *Tree Care Disaster Plan*

- a) The Borough of Haddon Heights continued to implement its previously existing tree care disaster plan programs, policies, and procedures when needed.

10. *Plan Preparation & Evaluation*

- a) The Borough of Haddon Heights has prepared this second five-year Community Forestry Management Plan for the 2020 – 2024 management period based on a thorough review of its goals, objectives, and current needs.

**2012 – 2016
COMMUNITY
FORESTRY
MANAGEMENT
PLAN BENEFITS**

Since its first iteration of a Community Forestry Management Plan in 2012, Haddon Heights has realized several benefits, which include the following:

1. Training and professional development completed in accordance with the New Jersey Shade Tree & Community Forestry Assistance Act requirements has increased the number of employees and volunteers that have improved their level of knowledge in the principles and day-to-day practices of urban forest management.
2. Through this plan, the Borough maintains a clear set of goals and operating procedures that survive and remain consistent as individual employees and volunteers leave the program and new ones join.
3. During its period of approved status and active participation in the New Jersey Community Forestry Program, the Borough was able to identify and utilize various grant programs.

4. Despite having a mature street tree population, the Borough has remained safe as a result of resident tree service requests through which the Shade Tree Commission identifies potentially hazardous conditions and directs efforts toward the pruning and removal of problem trees in priority order.

**CURRENT
PUBLIC TREE
ASSESSMENT**

The Borough of Haddon Heights does not currently have a comprehensive inventory and assessment of its urban forest resources. However, based on the knowledge, observations, and impressions of Shade Tree Commission and Department of Public Works personnel:

1. Haddon Heights' street tree population contains approximately 4,000 to 5,000 trees.
2. It is believed that there is sufficient space for upwards of 6,500 street trees, putting the current stocking level between 60% and 80%.
3. The total number of street trees has been relatively stable over the past 5 – 10 years with approximately 50 to 100 trees planted and 50 to 60 trees removed per year.
4. The street tree population is comprised of:
 - a) A large number of maples (silver maple, red maple, Norway maple);
 - b) A large number of London planetrees;
 - c) Moderate numbers of American and littleleaf linden;
 - d) 10% red oak;
 - e) 5% pin oak;
 - f) 5% ash;
 - g) 2% Callery pear.

The Borough currently lacks a comprehensive inventory and assessment of trees in its parks and on other municipal lands. Forested areas within the Borough parks are typically left to grow naturally.

**TREE
CANOPY
COVER**

Statistics derived from the Multi-Resolution Land Characteristics Consortium's (MRLC) 2011 National Land Cover Database, as accessed via the NJ Forest Adapt website in August 2019, indicate that Haddon Heights' public and private urban forest canopy collectively covered an estimated 30% of its total land area.

It is not clear to what extent losses to normal attrition, storm damage, and tree removal and gains from new tree planting and the growth of existing trees may have changed the current canopy level since the data was collected in 2011.

40% tree canopy cover is widely recommended for metropolitan areas in the northeast to ensure sufficient physical benefits community-wide and to address climate change.

It is the Borough's goal to increase and maintain its canopy cover at 40% of its total land area.

Because trees have a finite life expectancy and because much of the Borough's existing urban forest is mature and will deteriorate in the coming decades, ongoing tree replacement is vitally important to perpetuate the canopy at its current level over the long term. And, because there is limited available space for new planting, the Borough must encourage private property owners to plant and maintain trees on their land and simultaneously seek opportunities for new planting in existing open spaces to realize meaningful gains in Borough-wide canopy cover.

**RELATION TO
THE BOROUGH
MASTER PLAN**

All aspects of this Community Forestry Management Plan are consistent, compatible, and supportive of the goals, objectives, and general intent of the Borough's Master Plan.

Specifically, goals and objectives of the Master Plan to which this Community Forestry Management

**RELATION TO
THE BOROUGH'S
STORMWATER
MANAGEMENT
PLAN**

Plan directly or indirectly relate include:

- *Preserve the existing tree-lined environment of the community.*
- *Maintain the Borough's image as a green-treed community.*
- *Conserve treed rights-of-way and institute a tree planting and maintenance program.*
- *Encourage the development of a Borough-wide greenbelt.*
- *Give full recognition to the aesthetics of all elements of the transportation network and all related facilities and minimize any adverse impact on their surroundings.*
- *Encourage preservation of environmentally sensitive areas along Interstate Route 295.*
- *Require, as much as possible, the underground installation of utility services for new and existing development.*
- *Enhance the economic value of properties within the historic district.*
- *Preserve and complement the building environment by providing landscaping such as street trees in and along the public rights-of-way.*

The 2006 Master Plan Reexamination contains specific recommendations and discussion regarding the need for an inventory of existing street trees to create a robust tree replacement and maintenance program. These recommendations address the maintenance of curbside planting areas and the planting and maintenance of Borough street trees – which this Community Forestry Management Plan directly implements.

In addition, sections of the Borough Code relating to zoning, subdivisions, land use, and site plan review contain specific requirements regarding trees, landscaping, and buffers that relate to the goals and objectives of both the Master Plan and this Community Forestry Management Plan. Specifically, Chapter 432 of the Borough Code, *Tree Protection*, which regulates the removal of trees on private property, particularly during construction, is designed to help ensure that the benefits of trees are carried beyond public rights-of-way and Borough properties for the benefit of the entire community.

All programs outlined in this Plan will be developed and implemented in a manner that will continue to satisfy or support the goals, objectives, and general intent of the Borough's Master Plan.

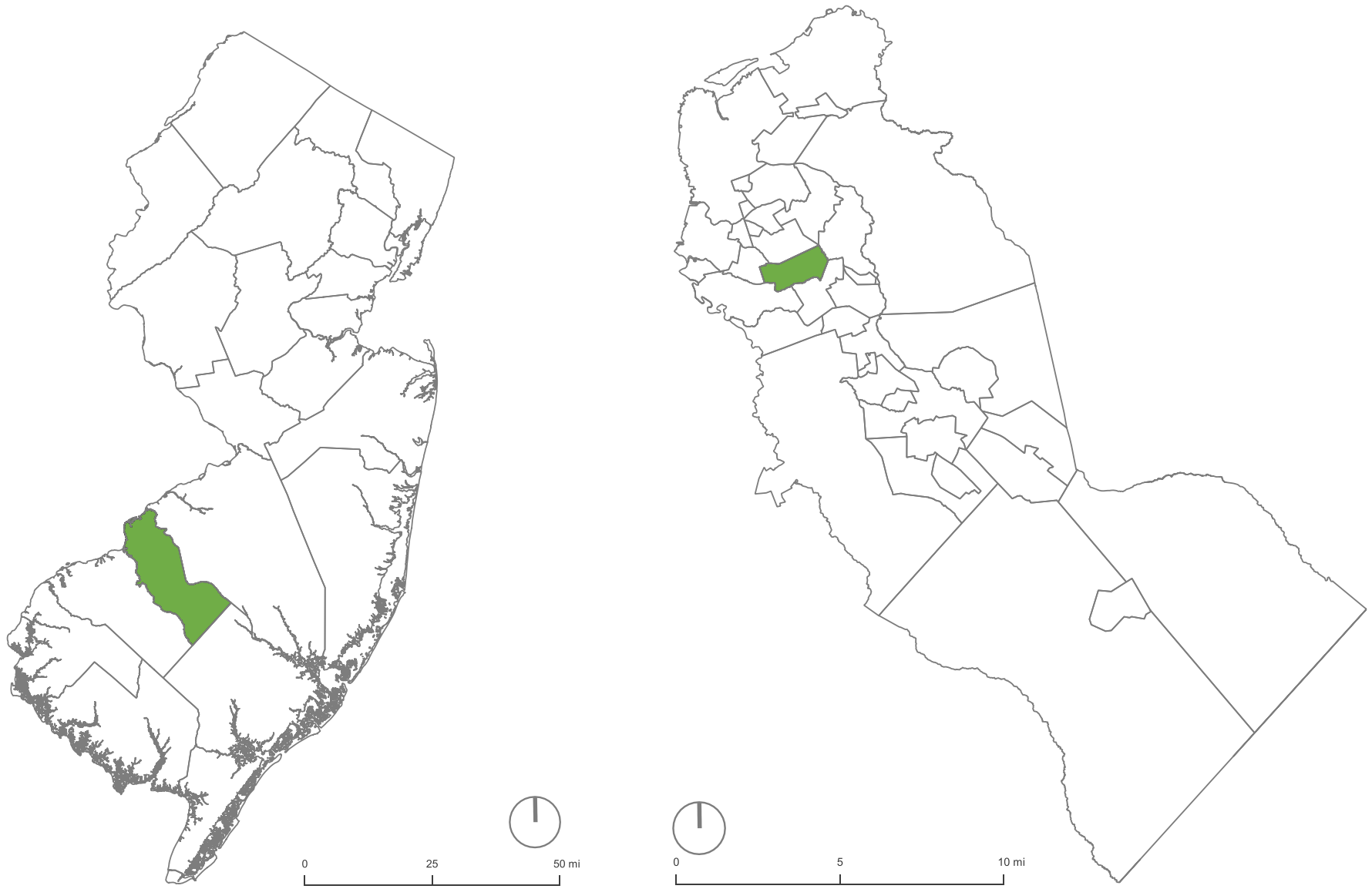
The *Haddon Heights Stormwater Management Plan* (2005) establishes policies and provides specific requirements and recommendations to minimize stormwater runoff, reduce soil erosion, minimize non-point contamination of local water bodies, and maintain groundwater recharge in accordance with State regulations.

Chapter 397 of the Borough Code, *Stormwater Management*, as well as portions of Chapters 450 and 496, contain specific requirements designed to promote non-structural and low-impact techniques for stormwater management.

Trees and other vegetation are a key component of the hydrologic cycle, stabilize and reduce the erosion of soils, improve percolation of surface water into the ground, and absorb pollutants. As such, implementation of this Community Forestry Management Plan will contribute significantly to several goals and objectives of the Municipal Stormwater Management Plan.

Increased levels of tree canopy and vegetative cover are directly correlated to improved water quality and reduced risk of flooding. As such, in addition to its municipal efforts, the Borough encourages private property owners to preserve, plant, and maintain trees, shrubs, and other vegetation on their property to further reduce impervious groundcover, ensure efficient natural drainage, reduce the risk and severity of flooding, and minimize the runoff of silt, nutrients, and pollutant laden stormwater into local water networks. The planting of low-maintenance landscapes that minimize pesticide usage is strongly recommended.

COUNTY & MUNICIPAL LOCATION



Counties map generated from the NJ Office of Information Technology (NJOIT), Office of Geographic Information Systems (OGIS) "Municipalities of New Jersey (Clipped to Coast) Edition 2012.1228" data (2012). Municipalities map generated from the NJOIT, OGIS "Municipalities of New Jersey (Clipped to Coast) Edition 2012.1228" data (2012).

ROADS, RAILWAYS, AND PARCELS



Roads data from US Census Bureau "TIGER/Line Shapefile, 2014, state, New Jersey, Primary and Secondary Roads State-based Shapefile"; rails from NJOIT, OGIS "NJ Transit, PATH and PATCO Passenger Rail Lines, 2011 (NAD83, NISP feet)".

AERIAL IMAGE

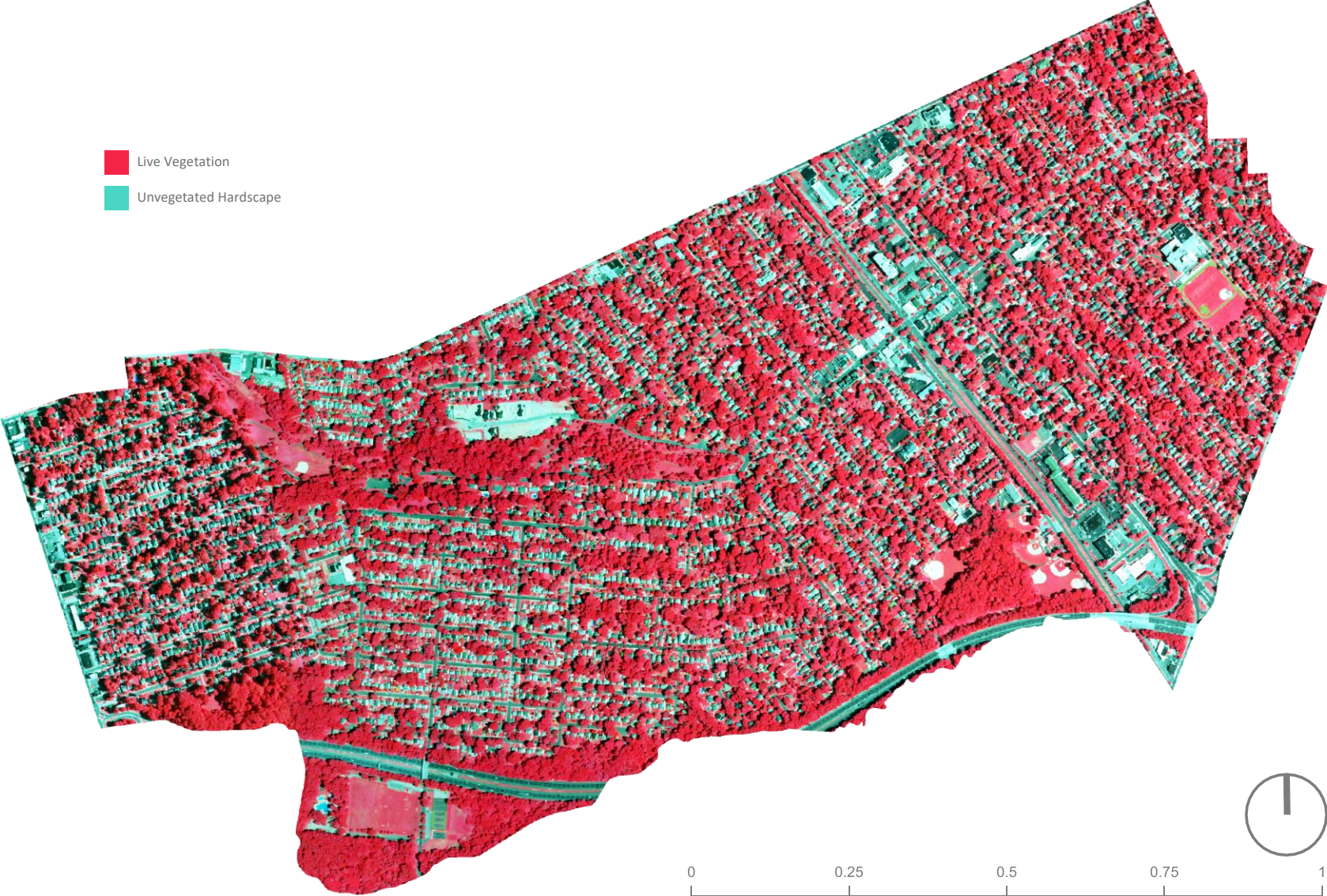


0 0.25 0.5 0.75 1 mi

Aerial imagery courtesy of the USDA National Agricultural Imagery Program (2015).

FALSE-COLOR INFRARED AERIAL IMAGE

- Live Vegetation
- Unvegetated Hardscape

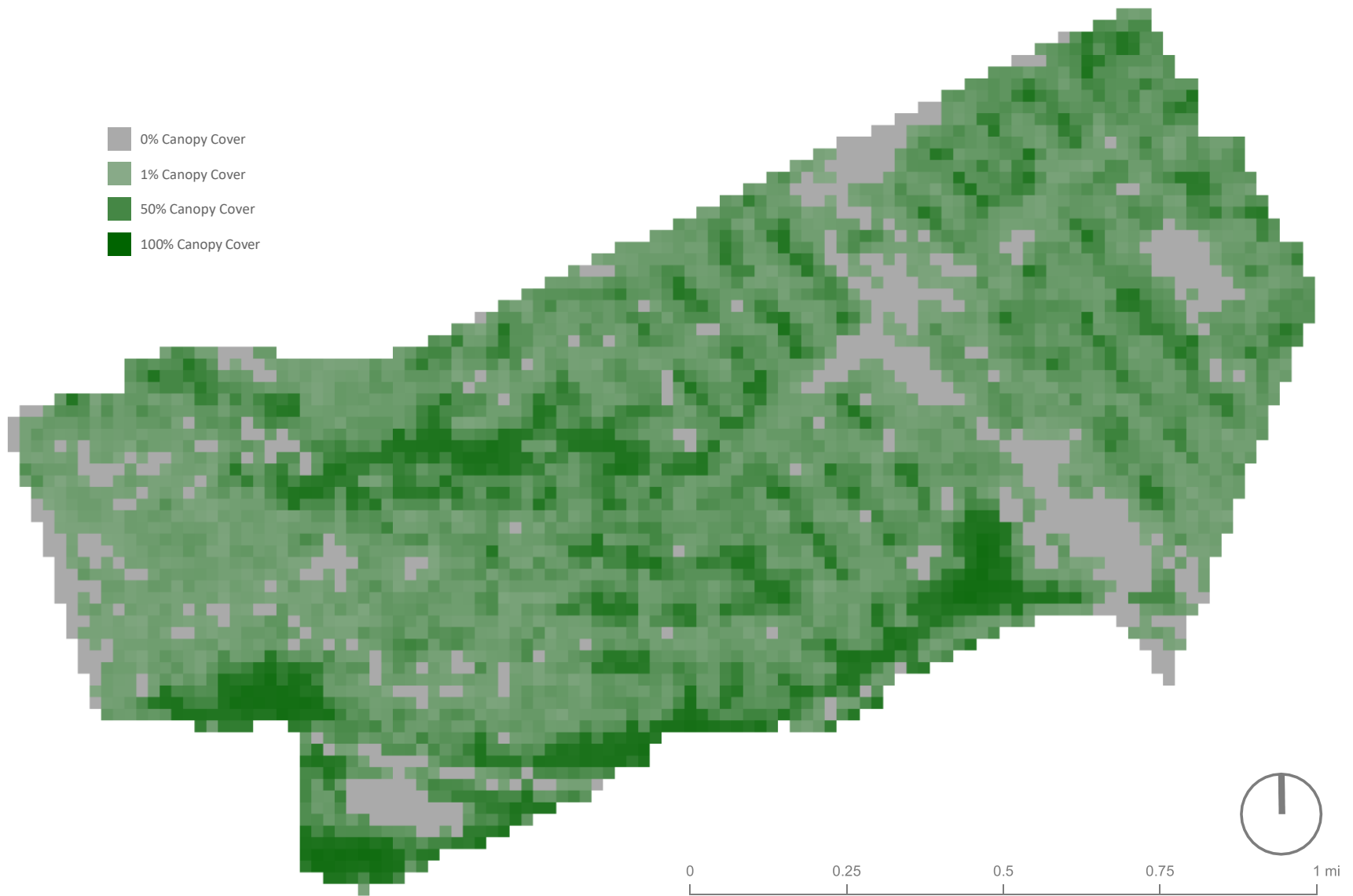


False-color infrared depiction generated from aerial imagery courtesy of the USDA National Agricultural Imagery Program (2015).

PERCENT TREE CANOPY COVER

Average Boroughwide Tree Canopy Cover: 30% (maximum: 88%, minimum: 0%)

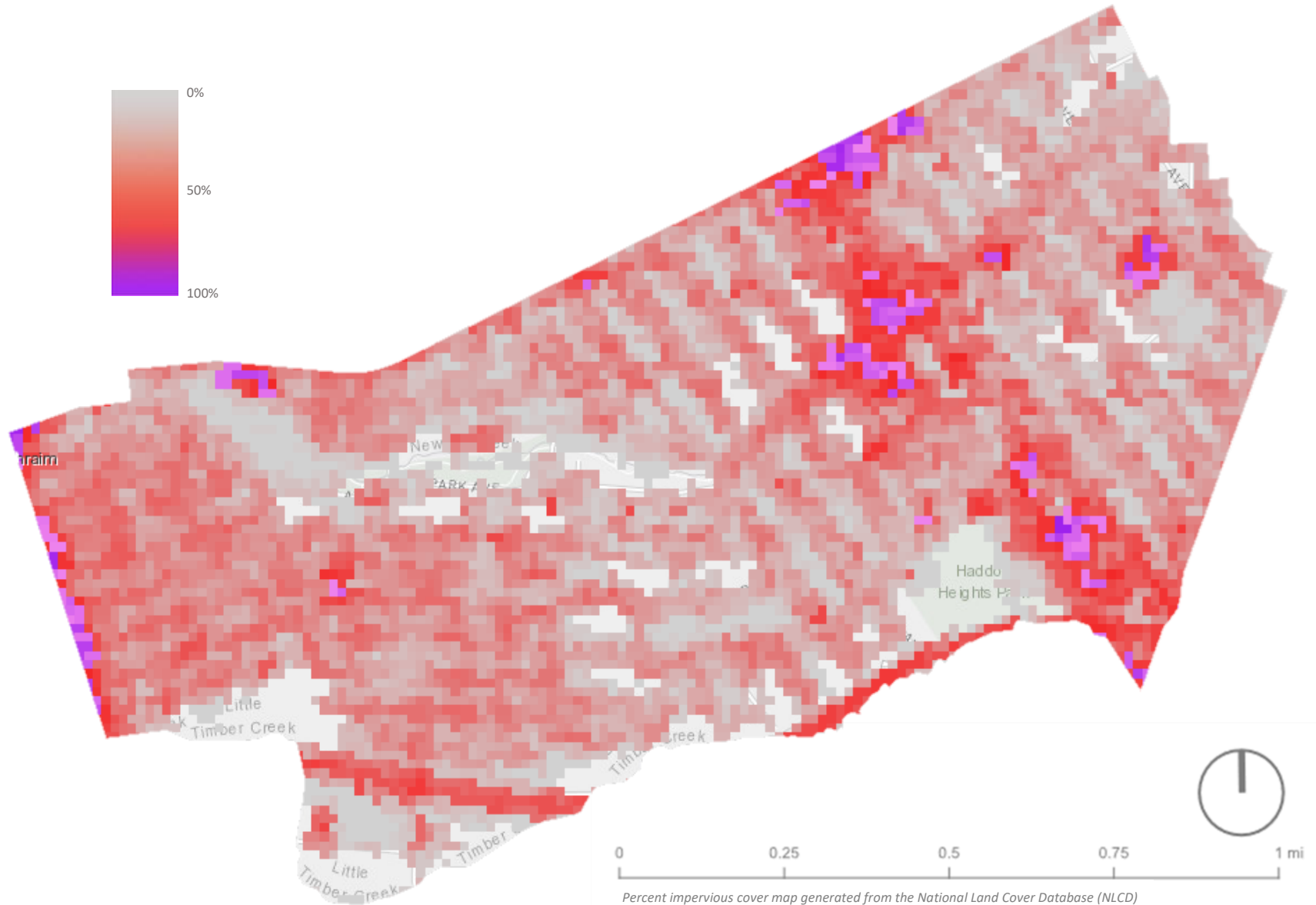
Each pixel square represents a 98'x98' (30x30 meters) land area, Color shading indicates average canopy cover within the square.



Percent canopy cover map generated from the National Land Cover Database (NLCD)
Multi-Resolution Land Characteristics (MRLC) Consortium data (2011).

PERCENT IMPERVIOUS COVER

Each pixel square represents a 98'x98' (30x30 meters) land area, Color shading indicates average impervious cover within the square.

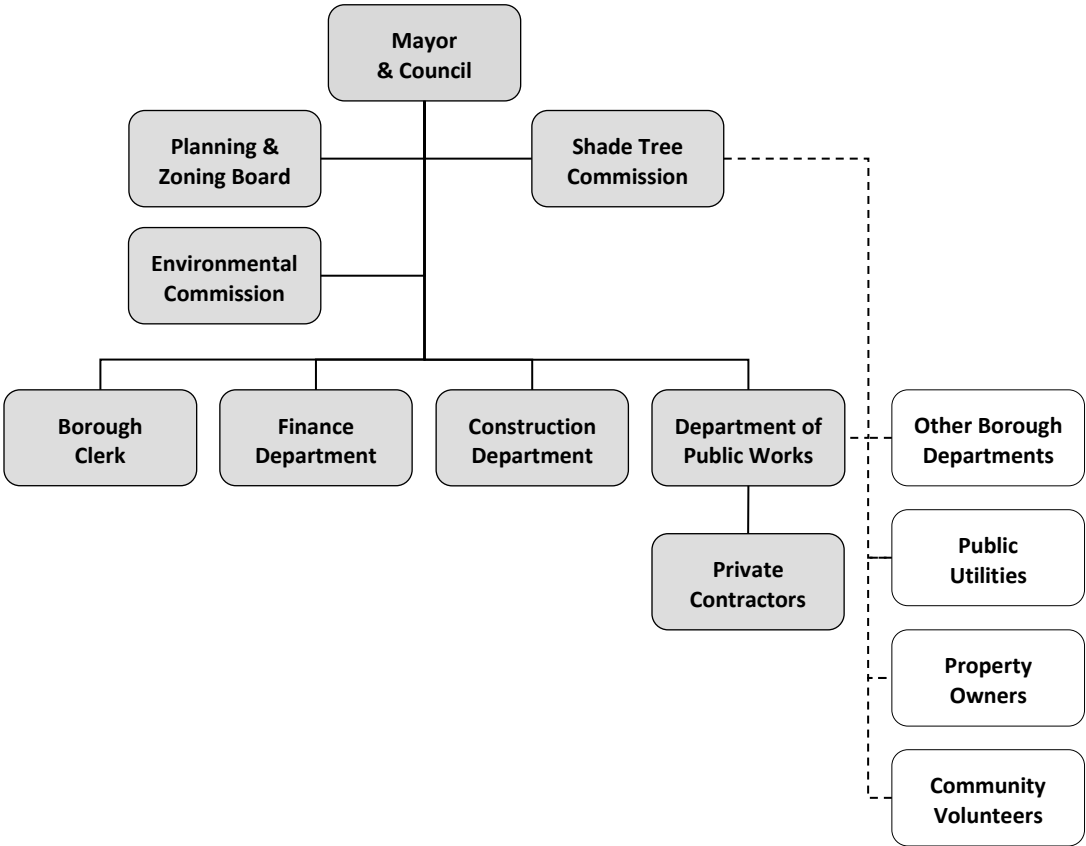


Percent impervious cover map generated from the National Land Cover Database (NLCD) Multi-Resolution Land Characteristics (MRLC) Consortium data (2011), accessed via <https://njforestadapt.rutgers.edu>.

SHADE TREE PROGRAM STRUCTURE

By ordinance, the Shade Tree Commission is primarily responsible for the management of public trees in the Borough of Haddon Heights in accordance with N.J.S.A. 40:64-5.

In day-to-day practice, administration of the Shade Tree Program is a cooperative effort between the Shade Tree Commission, the Department of Public Works, and other Borough commissions, boards, and departments, as follows:



SHADE TREE PROGRAM RESPONSIBILITIES

1. **Mayor & Council**
 - a) The Mayor is responsible for appointing members to the various Borough boards and commissions.
 - b) The Mayor and Council have ultimate authority over the policies, procedures, and programs of the Shade Tree Program and are responsible for approving its budget.

2. **Planning Board & Zoning Board**
 - a) The Planning Board and Zoning Board of Adjustment are responsible for implementing various elements of the Borough Code and Borough Master Plan that relate to public and private tree protection, site development, and protection of natural resources.

3. Environmental Commission

- a) Responsibilities of the Environmental Commission include:
 - i) Studying and making recommendations concerning the protection of soil and landscape protection and the protection of flora and fauna.
 - ii) Studying and making recommendations concerning environmental appearances.

4. Shade Tree Commission

- a) The Shade Tree Commission is primarily responsible for implementing aspects of the Borough Tree Protection Ordinance and advising the Mayor, Council, and Borough government on tree related issues.
- b) The Haddon Heights Shade Tree Commission is a fully empowered commission, established pursuant to N.J.S.A. 40:64-5.
- c) The Shade Tree Commission is comprised of five voting members plus two alternate members.
- d) Specifically, the Shade Tree Commission is responsible for:
 - i) Exercising full and exclusive control over the planting and care of shade and ornamental trees and shrubbery, including the planting, trimming, spraying, care and protection thereof on public property.
 - ii) Controlling the use of the ground surrounding Borough trees, so far as may be necessary for their proper growth, care, and protection.
 - iii) Requiring the removal or pruning of any Borough trees, as necessary.
 - iv) Encouraging the proper care of trees.
 - v) Writing, altering, or amending ordinances necessary for proper functioning of the Shade Tree Commission.
 - vi) Administering treatment to or requiring the removal of any tree on private property which is believed to harbor a disease or insects communicable to neighboring healthy trees.

5. Borough Clerk / Operations Manager

- a) The Borough Clerk / Operations Manager coordinates the operations of various municipal departments and ensures that the Borough follows all applicable laws, policies and procedures in the procurement of personnel, resources, and contractors.

6. Finance Department

- a) The Finance Department is responsible for all purchasing and the procurement of contract services for the Borough.

7. Department of Public Works

- a) The Department of Public Works assists in maintaining the public tree resources in the Borough of Haddon Heights.
- b) Specifically, the Department of Public Works is responsible for:
 - i) Limited removal of dead and hazardous trees.
 - ii) Some tree planting and pruning.
 - iii) Wood and leaf recycling.
 - iv) Notifying the Shade Tree Commission of road and utility work that will impact municipal trees.

8. Historic Preservation Commission

- a) The Historic Preservation Commission is responsible for advising the Planning Board on development applications within the historic district that directly or indirectly affect the municipal tree resource.

9. Green Team

- a) The Green Team educates the community on practical and effective way to forge a sustainable path into the future, which directly implicates the Borough's urban forest.

10. Tree Maintenance Contractors

- a) Private contractors are routinely hired by the Department of Public Works to remove large hazardous trees beyond the capacity of the Department of Public Works.
- b) Contractors are, within the terms of their agreement, responsible for:
 - i) Completing all work to the specifications of the Borough 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 Borough.

11. Other Borough Departments, Boards & Commissions

- a) Other Borough departments and boards assist the Shade Tree Program to the extent that they administer and implement Borough ordinances, policies, and procedures that directly or indirectly relate to the protection and management of public trees.

12. 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 Borough 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 Borough or its owner.
 - v) Following all current and accepted arboricultural standards and practices.

13. Property Owners

- a) Private property owners assist the Shade Tree Program to the extent that they:
 - i) Notify the Borough of problems and service requests for public trees (*see Tree Service Request Procedures below*).
 - ii) Are asked to irrigate and protect new trees planted adjacent to their properties; no trees are planted without homeowner consent to ensure post-planting care.
 - iii) Are required to maintain and repair Borough sidewalks in a manner that prevents damage to Borough trees.
 - iv) Are encouraged to plant and properly care for trees on private property.

14. Community Volunteers

- a) Members of the Shade Tree Commission, Environmental Commission, and other related boards and committees are residents of the Borough and serve on a volunteer basis.
- b) Students of Borough schools, Scout groups, residents, and others volunteer and participate in Shade Tree Program events.

**CURRENT
ORDINANCES
& RESOLUTIONS**

The following portions of the Code of the Borough of Haddon Heights authorize or relate to the Borough's Shade Tree Program:

1. Chapter 90 of the Borough Code, *Shade Tree Commission*, which establishes the Haddon Heights Shade Tree Commission and provides for the planting and care of public trees (*see appendix*).
2. Chapter 262 of the Borough Code, *Residential Certificate of Continued Occupancy*, which requires property owners to maintain sidewalks in the adjacent public right-of-way in good repair and properly maintain trees on their property (*see appendix*).
3. Chapter 393 of the Borough Code, *Solid Waste Removal*, § 393-11, *Brush, grass, and tree removal*, which lists specification for disposing of tree waste, and § 393-12, *Leaf collection*, designates when and how the Borough will collect resident leaves.
4. Chapter 432 of the Borough Code, *Tree Protection*, which regulates the removal of trees, provides for the protection of existing trees to remain, and provides a no net loss framework for the Borough (*see appendix*).
5. Chapter 450 of the Borough Code, *Zoning and Land Development*, Article XXII § 450-125, *Design Standards for Subdivisions and Site Plans, Shade Trees* which dictates the design and specifications for street trees in the Borough (*see appendix*).

**TREE &
SIDEWALK
SERVICE
REQUEST
PROCEDURES**

Requests for the pruning, removal, planting, or other treatment of Borough-controlled trees, and the resolution of tree and sidewalk conflicts, are typically initiated by adjacent property owners, but may also be generated internally by Borough personnel and other sources, and are processed in the following manner:

1. Service requests and complaints are received by or forwarded to the Department of Public Works.
2. The requester is provided information regarding Borough policies and procedures and the anticipated response time.
3. With the exception of clear emergencies, which are acted upon immediately, all trees are inspected by the Borough Arborist to determine the validity of the request or complaint, the nature of the work necessary, and the urgency with which corrective work must be completed.
4. The requester is informed of the inspection findings, the action to be taken and the anticipated response time in person or via telephone, letter, or door hanger.
5. Any pruning, removal or other work necessary is prioritized and scheduled for completion by the Borough's contractor or the Department of Public Works, as appropriate.
6. Records of inspections and public tree removal work are maintained by the Department of Public Works and through purchase orders for contracted work.

**2020 – 2024
OBJECTIVES**

1. ***Ongoing Administrative Programs***
 - a) *2020 – 2024*
 - i) Continue implementing all administrative programs, policies, and procedures already in effect.



Budget & Resources

OVERVIEW

The following is a summary of the resources available to Haddon Heights' Shade Tree Program on a per-year average over the past five years.

Objectives contained within this Plan may require resources beyond those currently available. The Borough's ability to fully satisfy these objectives may be dependent upon its ability to secure additional funding through external sources and grant programs.

PREVIOUS GRANTS RECEIVED

During the 2012 – 2016 management period, the Borough of Haddon Heights received the following grants to assist its Shade Tree Program:

1. A \$25,000 Community Stewardship Incentive Program Grant from the NJ Forest Service, which was used to plant 30 new trees within the Borough's Historic District.
2. A \$2,500 Rotary International Grant, which was used to plant 25 trees within the Borough and purchase 25 *TreeGator* bags for watering the new trees.
3. A \$3,000 Green Communities Grant from the NJ Forest Service to help fund development of this Community Forestry Management Plan.

EMPLOYEE SALARY & WAGES

Borough Clerk / Operations Manager
Department of Public Works personnel

Subtotal (total salary and benefits prorated by percent of time dedicated to the Shade Tree Program)

\$30,000.00

OPERATIONS

Contracted tree pruning, removal, and stump grinding
Materials and supplies
Training & professional development
Memberships & subscriptions
Other miscellaneous operating expenses

Subtotal

\$50,000.00

BOROUGH EQUIPMENT

- (1) 25' aerial bucket
- (1) loader (40 years old)
- (1) sewer truck (for clearing roots in lines)
- (3) dump trucks
- (2) 30-yd refuse trucks for brush and leaf disposal
- (1) pickup truck
- (5) chain saws and related small tools

Subtotal (estimated annual value based on value amortized over 5-15 year service life, plus annual maintenance, etc. and prorated by percent of time used by the Shade Tree Program)

\$41,000.00

TREE PLANTING	Contracted tree supply and planting	
	<i>Subtotal</i>	<i>\$3,000.00</i>
TREE WASTE RECYCLING	Collection and disposal of leaves and woodchips Wood disposal at commercial recycling facility	
	<i>Subtotal</i>	<i>\$40,000.00</i>
VOLUNTEER SERVICES	Shade Tree Commission members Environmental Commission members Other community volunteers	
	<i>Subtotal (700 hrs per year average @ \$25.43)</i>	<i>\$17,801.00</i>
<hr/>		
TOTALS	<i>Borough Resources</i>	<i>\$164,000.00</i>
	<i>Value of Volunteer Services</i>	<i>\$17,801.00</i>



Training & Professional Development

TRAINING & PROFESSIONAL DEVELOPMENT GOALS

1. Provide individuals serving Haddon Heights' Shade Tree Program with sufficient knowledge to make technically sound and effective management decisions.
2. Ensure that tree inspections and evaluations follow accepted standard procedures and that the results are objective, accurate, and consistent.
3. Ensure that programs are implemented using the latest technical information and industry accepted standard practices.
4. Maintain continuity in the overall level of knowledge and expertise within the Shade Tree Program as individuals leave the Program and new ones join.
5. Maximize the number of capable individuals available to assist in monitoring the Borough's public tree population.
6. Satisfy the requirements of the New Jersey Shade Tree & Community Forestry Assistance Act's Training Skills & Accreditation Program without interruption, making the Borough eligible for its benefits.

EXISTING PROGRAMS, POLICIES, & PROCEDURES

1. ***Training Provisions & Funding***
 - a) Training and professional development opportunities in arboriculture and urban forestry continue to be made available to volunteers and employees serving the Borough's Shade Tree Program.
 - b) While not New Jersey Urban & Community Forestry Accredited since 2016, CORE training and continuing education units were still made available to persons involved in the Borough shade tree program in recent years.
 - c) The Borough's resident arborist, a New Jersey Licensed Tree Expert, also provides training for Borough employees and volunteers.
 - d) The cost of training is funded by the Shade Tree Commission budget allocated by the Mayor and Council.
2. ***Current Expertise, Licenses & Certifications***
 - a) The Borough Arborist is a NJ Licensed Tree Expert and longtime commercial arborist based in Haddon Heights.
3. ***NJ Community Forestry's Training Skills & Accreditation Program***
 - a) At the time this Plan was prepared, the following had satisfied the CORE Training requirements of the New Jersey Shade Tree & Community Forestry Assistance Act:
 - i) (1) Borough employees
 - ii) (6) Shade Tree Program volunteers
 - b) Members of the Shade Tree Commission and the Department of Public Works acquired continuing education units by attending programs offered through the NJ Shade Tree Federation, PSE&G, Morris Arboretum, Rutgers University, the Geraldine R. Dodge Foundation, and the Borough Arborist.
 - c) Over the past several years, members of the Shade Tree Commission attended training sessions covering a broad range of relevant topics, including:

- i) Selecting and planting the right tree in the right place;
- ii) Successfully applying for grants;
- iii) Maintaining mature trees;
- iv) Natural tree care;
- v) Tree pruning;
- vi) Use of *iTree* software.

**CURRENT
TRAINING
NEEDS**

The Borough has evaluated its existing programs and personnel and identified the following areas in which training is currently needed or should be considered.

1. NJ Community Forestry CORE Training for additional Shade Tree Commission members and Borough employees.
2. Tree hazard identification and evaluation for Shade Tree Commission members and Department of Public Works employees with emphasis on detecting and evaluating the extent of internal wood decay.
3. Young tree structural pruning in accordance with ANSI A300 Standards for encouraging the development of structurally sound and non-conflicting branch structure in young trees for Department of Public Works personnel and Shade Tree Commission members.
4. Tree worker safety for Department of Public Works employees covering chain saw safety, first aid and CPR, electrical hazard awareness, and aerial rescue.

**2020 – 2024
OBJECTIVES**

1. ***Ongoing Training Programs***
 - a) *2020 – 2024*
 - i) Continue implementing the existing programs, policies, and procedures listed above consistently and in a manner that maximizes the number of individuals who increase their level of expertise.
 - ii) Attend training programs, in addition to the following objectives, that address the Current Training Needs listed above as appropriate programs become available.
2. ***NJ Community Forestry's Training Skills & Accreditation Program***
 - a) *January – March, Annually*
 - i) Review training needs versus upcoming training opportunities.
 - ii) Ensure that the Borough will accumulate the necessary continuing education credits as required under the New Jersey Shade Tree & Community Forestry Assistance Act by the end of each year.
 - iii) Schedule NJ Community Forestry CORE Training for additional individuals, as necessary to maintain compliance with New Jersey Shade Tree & Community Forestry Assistance Act requirements.
 - b) *January – December 2020*
 - i) Obtain NJ Community Forestry CORE Training for at least one Department of Public Works or other appropriate Borough employee.
3. ***Tree Hazard Identification and Evaluation Training***
 - a) *January – December 2021*
 - i) Train at least one Shade Tree Commission member and at least one Department of Public Works employee to advance his or her skills in identifying and evaluating the severity of potential tree hazards using the latest information and techniques through

an advanced level seminar. This training should include methods for detecting and evaluating the extent of internal decay.

4. *Young Tree Structural Pruning Training*

a) *January – December 2022*

- i)** Train at least two Department of Public Works employees and at least two Shade Tree Commission members in specialized shade tree pruning techniques at an in-depth, hands on program that emphasizes developmental pruning for young trees in accordance with ANSI A300 standards 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 the trees mature.

5. *Tree Worker Safety Training*

a) *January – December 2023*

- i)** Train all Department of Public Works personnel that complete tree maintenance work in Tree Worker Safety, including chain saw safety, first aid and CPR, electrical hazard awareness, and aerial rescue, via a formal training program taught by appropriately certified instructors, such as the NJ Committee for the Advancement of Arboriculture.



Public Education, Awareness, & Outreach

PUBLIC EDUCATION, AWARENESS, & OUTREACH GOALS

1. Increase and maintain public interest and support for Haddon Heights' Shade Tree Program.
2. Encourage the public's assistance in promoting and implementing various programs, protecting trees, and beautifying the Borough.
3. Encourage the planting, protection, and proper care of trees on private property for the benefit of the entire community.
4. Educate citizens in the value of environmental stewardship.

EXISTING PROGRAMS, POLICIES, & PROCEDURES

1. **Arbor Day**
 - a) Arbor Day programs have been held annually in Haddon Heights.
 - b) Arbor Day programs are organized by the Shade Tree Commission and typically involve plantings with Borough schools and seedling giveaways.
2. **Media**
 - a) The Borough utilizes its bimonthly newsletter to provide information on current trees and tree planting requests, and shares links to more information.
3. **Education & Outreach**
 - a) The Shade Tree Commission page on the Borough's internet website includes a variety of information of interest and use to property owners including:
 - i) Lists of tree species recommended for planting.
 - ii) Upcoming meetings.
 - iii) Commission contact information.
 - b) The Shade Tree Commission periodically staffs a booth at the local farmer's market to give out seedlings.

2020 – 2024 OBJECTIVES

1. **Ongoing Public Education, Awareness, & Outreach Programs**
 - a) *2020 – 2024*
 - i) Continue all existing public education, awareness, and outreach programs, as appropriate.
2. **Annual Arbor Day Programs**
 - a) *January – April, Annually*
 - i) Continue to organize and conduct annual Arbor Day celebrations.
 - Seek assistance from the Board of Education as well as local civic groups, local businesses, and others to help spread the workload and maximize exposure and attendance at the programs.
 - Vary the location, activities, and target audience each year to help increase interest and support for the Borough's Shade Tree Program, awareness of the benefits of trees, and active environmental stewardship.

3. Press Releases & Educational Materials

a) 2020 – 2024

- i)** Ensure that information on the Shade Tree Commission webpage is kept current and complete, and that educational content it provides is refreshed regularly.
- ii)** Articles and announcements published in the bimonthly newsletter will also be linked on the Shade Tree Commission webpage, and other outlets to be determined, as well as distributed in hardcopy at Borough buildings and community events.
- iii)** These articles may be available reprints of articles from various sources, such as the International Society of Arboriculture, the National Arbor Foundation, the NJ Community Forestry Program, etc., or produced in-house.
- iv)** Applicable subjects include:
 - The environmental, social, and economic benefits of trees to the community.
 - Calls for volunteers.
 - Shade Tree Program services, policies, and property owner requirements.
 - Shade Tree Program awards (e.g. grants received, Tree City USA, etc.).
 - Shade Tree Program events and projects (e.g. Arbor Day programs, adoption of this Community Forestry Management Plan, training completed, planting and pruning projects, etc.).
 - General tree maintenance tips for private homeowners (e.g. species selection, proper pruning and other maintenance techniques, how to select a professional tree maintenance firm, etc.).
 - Selecting and planting trees on private property.
 - Issues with planting exotic invasive species and species to avoid.
 - Proper mulching and avoiding root collar damage.
 - Timely tree health concerns (emerald ash borer, spotted lanternfly, summer shedding of bark on London plane and sycamore, Asian Longhorn beetle, bacterial leaf scorch of oak, hemlock woolly adelgid, etc.) and recommendations for treatment.
 - Measures for protecting trees during construction.
 - The hazards of cutting roots during sidewalk repair and alternative methods to consider.
 - Causes and remedies for root intrusion into sewers.



Tree Inventory & Assessment

TREE INVENTORY & ASSESSMENT GOALS

1. Provide accurate and updatable baseline information necessary for making sound management decisions and upon which proactive short and long-term management programs can be based.
2. Conduct a sample inventory of Borough trees.
3. Provide a system for accessing and utilizing inventory data that improves the efficiency and effectiveness of day-to-day tree management activities.
4. Track management activities and evaluate their long-term impact on the tree population and progress toward the overall goals and objectives of the Shade Tree Program.
5. Maintain records of maintenance for individual trees, where appropriate.

EXISTING PROGRAMS, POLICIES, & PROCEDURES

1. ***Current Tree Inventory & Assessment***
 - a) The Borough currently lacks a detailed inventory and assessment of its tree resource.
 - b) A current estimation of Haddon Heights' street tree population is provided on page 6.

2020 – 2024 OBJECTIVES

1. ***Ongoing Tree Inventory Programs***
 - a) *2020 – 2024*
 - i) Continue utilizing existing information about the street tree population to facilitate day-to-day operations, evaluate the state of the street tree resource, and direct efforts toward the Overall Program Goals.
2. ***Street Tree Inventory & Assessment***
 - a) *July – September 2022*
 - i) Develop plans to conduct an inventory and assessment of Haddon Heights' street tree resource. In developing these plans, consideration must be given to:
 - Sources of funding for completing the inventory including existing budgets, grants, "creative" sources, such as packaging the tree inventory with a bond issue for a sidewalk repair or a tree hazard mitigation program, etc. The Borough's ability to satisfy this objective will be dependent upon its ability to obtain additional funding.
 - The level of inventory that is necessary and appropriate – a complete, self-updating computerized inventory of every individual tree and available planting site, versus a less expensive, but non-updateable sample-based inventory that includes surveys in areas with need to identify and record individual trees that are dead and/or require priority maintenance.
 - Whether to complete the entire Borough at once, or in phases over multiple years.
 - Whether to complete the inventory with in-house employees and volunteers, a contracted consultant or a combination of the two.
 - The data parameters to be collected and the evaluation criteria to be used.
 - If a complete, computerized inventory is selected, who will maintain and update the computerized data and how it will be used.
 - b) *October – December 2022*
 - i) If a sample-based inventory plus maintenance survey is selected, develop the appropriate sampling scheme and observation methods for the Borough overall, and

identify specific streets or areas where more detailed maintenance surveys will be conducted.

- ii) If a complete, computerized inventory is selected, investigate software systems for storing and using the inventory data. Primary considerations in selecting a system will be its ability to:
 - Store and handle records for a sufficient number of trees and their maintenance histories.
 - Integrate the tree inventory with a system for recording, prioritizing and scheduling service requests and maintaining records of the work completed.
 - Produce a variety of data summaries at any time in the future so that effective management decisions can be based on current and sound information and so that progress toward the Overall Program Goals of this Plan can be routinely monitored and evaluated.
 - Track, analyze, and report on miscellaneous items such as sidewalk damage, the success of sidewalk damage prevention techniques, the difference in long-term maintenance needs and costs between various species and cultivars, etc.
 - Improve the overall efficiency and effectiveness of the Shade Tree Program.

c) *January – March 2023*

- i) Develop procedures and criteria for collecting data in a manner that is appropriate for the type of inventory selected. In addition to the standard parameters (tree location, species, diameter, condition, etc.), the inventory should also include:
 - Identification of existing tree hazards and prioritized pruning and removal needs.
 - An inventory of vacant planting sites.
 - An inventory of damaged sidewalks and curbs.
- ii) Mobilize a force of in-house employees and volunteers or hire a consultant to complete data collection (depending upon the plans developed in #1a above). This task will also require the preparation of procedures, data collection forms, training, etc. if in-house employees and volunteers are used.

d) *April – June 2023*

- i) If a computerized inventory is selected, purchase, install, and setup the selected computer system and software and train the appropriate people to use it.

e) *July – December 2023*

- i) Complete field data collection. Adjust the timing of this task if employees and volunteers are used versus a hired consultant.
- ii) Complete data entry concurrently, if applicable.

3. *Tree Inventory & Assessment Report & Utilization*

a) *January – March 2024*

- i) If a sample-based inventory plus maintenance survey is selected, complete the necessary statistical calculations to derive estimated totals for the appropriate parameters.
- ii) Produce appropriate charts and reports that summarize and document the current state of the tree population. Use this report as a baseline to which future reports can be compared and upon which the impact of management activities can be evaluated.
- iii) Organize work lists for high priority trees identified via the maintenance survey and begin seeking funding to complete the work within an appropriate timeframe.
- iv) Begin integrating the inventory findings into ongoing planning decisions and daily management activities.
- v) Begin completing all maintenance work identified during the inventory in order of priority, based on potentially hazardous conditions noted.



TREE HAZARD MANAGEMENT GOALS

1. Minimize the risk of trees to public safety.

EXISTING PROGRAMS, POLICIES, & PROCEDURES

1. ***Tree Hazard Identification***

- a) Hazardous tree conditions are generally identified via:
 - i) Service requests from adjacent property owners.
 - ii) Observations by contractors performing tree work for the Borough.
 - iii) Ongoing observations by the Shade Tree Commission, the Department of Public Works, and other Borough employees in the course of their daily activities.

2. ***Tree Hazard Abatement Procedures***

- a) The Borough Arborist and/or Shade Tree Commission members evaluate the condition of Borough-owned trees in question and determine needs for pruning, removal or other treatments to correct the hazards identified.
- b) Work orders and contract lists are created, prioritized and scheduled for completion immediately, when time and available resources permit, or at the appropriate time in the future, based upon the degree of hazard potential.

2020 – 2024 OBJECTIVES

1. ***Ongoing Tree Hazard Management Programs***

- a) *2020 – 2024*
 - i) Continue to implement all existing tree hazard management programs, policies, and procedures.
 - ii) Continue to address hazard abatement needs as they are identified in order of priority; consider contracting an outside source to keep up with service requests if the volume is outside the capacity of the Department of Public Works.

2. ***Tree Hazard Evaluation Training***

- a) *See Training & Professional Development, Objective #3.*



TREE PLANTING GOALS

1. Increase and perpetuate the Borough's public tree populations at maximum practical stocking (the total number of shade trees that is appropriate and which the Borough can effectively manage, given available resources).
2. Optimize and maintain tree species and age diversity to provide long-term stability in the public tree population.
3. Minimize future maintenance needs and costs.
4. Minimize conflicts between trees and sidewalks, utilities, and other public and private fixtures.
5. Improve aesthetic appeal, seasonal variation, and physical benefits to adjacent properties and the Borough overall.

EXISTING PROGRAMS, POLICIES, & PROCEDURES

1. ***Planting Jurisdiction***
 - a) The Borough currently plants trees:
 - i) In Borough rights-of-way
 - ii) On Borough-owned properties
2. ***Planting vs. Removal Ratio***
 - a) On average in recent years, the Borough planted an average of 50-100 trees per year.
 - b) The Borough removed approximately 50-60 public trees per year.
 - c) As a result of this planting versus removal ratio, stocking of the Borough's public tree resource has largely remained stable.
3. ***Planting Location & Tree Placement***
 - a) Planting locations are identified by the Shade Tree Commission via:
 - i) Vacancies created by the removal of dead or hazardous trees.
 - ii) Requests for street trees by adjacent property owners.
 - iii) Surveys completed in preparation for annual planting projects on a per-district planting rotation.
 - b) Tree placement is determined and marked prior to planting by the Department of Public Works and the Borough Arborist. Trees are placed:
 - i) Within the right-of-way in the case of street trees.
 - ii) In a manner that will minimize future conflicts with above and below-ground utilities, structures, hardscape fixtures, and traffic.
 - iii) In a manner that is appropriate for the design and intended use of the area.
4. ***Species Selection***
 - a) Species are selected by the Shade Tree Commission after reviewing the site.
 - b) Species are selected with consideration to:
 - i) Existing soil conditions, available growing space, and above and below-ground restrictions at each site.

- ii) Goals for increasing species diversity in the street tree population.
 - iii) Insect and disease resistance.
 - iv) Availability of species and cultivars.
 - c) The Shade Tree Commission has developed and published a list of suitable species for planting in different street-side conditions.
- 5. *Tree Supply & Installation***
- a) Trees planted onto public lands are typically purchased by the Borough and planted by Department of Public Works personnel.
 - b) Homeowners are permitted to plant street trees only after receiving approval from the Borough.
- 6. *Post-Planting Care***
- a) Post-planting maintenance for new street trees includes:
 - i) Watering and protection by adjacent property owners. Currently, street trees are only planted where they have been requested by adjacent property owners to help ensure proper post-planting care.
 - ii) Removal of stakes by the Department of Public Works or the adjacent property owner.
 - iii) Replacement of trees that do not survive planting.
- 7. *Funding & Sources***
- a) The cost of public tree planting is typically funded by the Shade Tree Commission budget, and has remained static for the past seven years.
- 1. *Ongoing Tree Planting Programs***
- a) *2020 – 2024*
 - i) Continue implementing all existing tree planting programs where appropriate and with changes dictated by the following objectives.
- 2. *Annual Tree Planting Program Funding***
- a) *October – December, annually*
 - i) Investigate the availability of New Jersey Community Forestry *Community Stewardship Incentive Program* (CSIP) grants, as well as other community development, transportation, and similar grant programs, for funding Borough tree planting projects.
 - ii) When available, apply for grant funding to supplement the Borough’s tree planting budget.
 - b) *January – June 2021*
 - i) Evaluate the feasibility of establishing an Adopt-A-Tree program and/or Memorial Tree Planting program through which residents may contribute money toward the planting of trees adjacent to their property, or elsewhere in the Borough.
 - c) *July – December 2021, and continuously thereafter*
 - i) If deemed feasible and desirable, establish the Adopt-A-Tree and/or Memorial Tree program(s) with consideration to:
 - How contributions will be accepted by the Borough and how the money will be held and spent.
 - What percentage of the donations will be used for maintenance of the trees planted.
 - Advertising the program(s) to ensure sufficient participation to keep the program(s) self-sufficient.

- Publicly recognizing those that contribute.
- ii) Once established, advertise and implement the Adopt-A-Tree and/or Memorial Tree programs on a continuous basis.



TREE MAINTENANCE GOALS

1. Improve and maintain the long-term health and structural condition of the Borough's public tree population.
2. Maximize the service life of existing trees.
3. Minimize the risk of trees to public safety.
4. Respond promptly and effectively to citizen complaints and service requests.
5. Maximize the benefits that trees provide to the community relative to the cost of maintaining them.

EXISTING PROGRAMS, POLICIES, & PROCEDURES

1. ***In-House Crews***
 - a) The Borough currently lacks an in-house crew that is fully dedicated to tree maintenance.
 - b) Department of Public Works personnel occasionally perform limited removal work.
 - c) Department of Public Works personnel currently complete approximately:
 - i) 10% of all tree removal work
 - ii) 5% of all tree pruning work
 - iii) 0% of all stump removal work
 - iv) 0% of all emergency tree work
 - d) The Department of Public Works is currently equipped with the following for tree maintenance:
 - i) (1) 25' bucket
 - ii) (1) 40-year-old loader
 - iii) (1) sewer truck (for clearing roots in lines)
 - iv) Various dump trucks and pickup trucks
 - v) Various chain saws and related small tools
2. ***Private Contractors***
 - a) Private tree maintenance firms are routinely hired by the Department of Public Works to complete tree removal work that is beyond the Department of Public Works' capabilities, pruning work, and stump grinding.
 - b) Local tree maintenance contractors remain on-call to complete most emergency tree work.
3. ***Inter-Local & Mutual Assistance Agreements***
 - a) Haddon Heights currently has a formal agreement with Audubon Borough for the sharing of tree-related equipment and personnel.
4. ***Systematic Maintenance Programs***
 - a) The Borough currently does not have a systematic program for tree maintenance.
5. ***Work Identification, Prioritization, Scheduling & Record-Keeping***
 - a) Currently, tree maintenance needs are identified via:

- i) Service requests from adjacent property owners.
- ii) Ongoing observations by the Shade Tree Commission, the Borough Arborist, the Department of Public Works, and other Borough employees in the course of their daily activities.
- iii) Observations by contractors performing tree work for the Borough.
- b) All work needs are scheduled and completed in order of priority.
 - i) Homeowners may prune and remove public trees after receiving approval from the Borough.
- c) Records of tree maintenance work completed are maintained by the Shade Tree Coordinator and the Borough Administrator.

6. *Tree Removal*

- a) It is the Borough's policy to not remove live public trees unless they pose a threat to public safety.
- b) Over the past five years, the Borough has removed an average of 50-60 dead, dying, and/or structurally unsound trees per year.

7. *Plant Health Care & Specialty Treatments*

- a) The Borough generally does not complete health care and specialty treatments on public trees.

8. *Sidewalk Maintenance*

- a) Individual property owners are responsible for maintaining public sidewalks adjacent to their property.
- b) To assist property owners in addressing sidewalks affected by Borough trees, the Borough will:
 - i) Prune offending roots to the extent feasible;
 - ii) Suggest alternative, tree-friendly modifications, such as creating round-outs adjacent to the buttress root flare, realignment, ramping, etc.;
 - iii) Provide follow-up inspections.
- c) The Borough selects species and places street trees in a manner that will minimize future conflicts between trees and sidewalks.

9. *Funding*

- a) The Shade Tree Commission budget typically covers the cost of tree maintenance work completed by private contractors.
- b) The Department of Public Works operating budget typically covers the cost of tree maintenance work completed by its personnel.

**2020 – 2024
OBJECTIVES**

1. *Ongoing Tree Maintenance Programs*

- a) *2020 – 2024*
 - i) Continue implementing all existing tree maintenance programs, policies, and procedures on a regular basis.

2. *Priority Maintenance Work*

- a) *April – June 2024*
 - i) Upon completion of the tree inventory, organize work lists and develop cost estimates for completing high priority tree maintenance identified.

- ii) Seek and secure funding from the Mayor and Council, grant opportunities, and/or other sources for completing the work.

- b) *July – December 2024*

- i) Complete all high priority work identified by the tree inventory.



TREE WASTE RECYCLING GOALS

1. Minimize the cost of tree waste disposal to the Borough.
2. Provide beneficial recycled products for use on Borough properties and by Borough residents.
3. Generate income that can be used to subsidize various shade tree programs.

EXISTING PROGRAMS, POLICIES, & PROCEDURES

1. **Recycling Facilities**
 - a) The Borough currently does not have its own recycling facilities.
2. **Material Processing, Use & Distribution**
 - a) *Leaves*
 - i) The Borough currently provides leaf and brush pick-up service for Borough residents. Collected leaves and brush are delivered to the Gloucester Municipal Utility Authority for composting and recycling.
 - b) *Wood Chips*
 - i) Any woodchips accumulated by the Borough are delivered to the Gloucester Municipal Authority for recycling.
 - ii) Wood chips generated by private contractors working for the Borough are removed and recycled by the contractor.
 - c) *Bulk Wood*
 - i) Bulk wood generated by Borough crews is delivered to a commercial recycling facility for processing.
 - ii) Bulk wood generated by private contractors is removed and recycled by the contractor.
3. **Recycling Income**
 - a) Currently, the Borough does not generate income through its tree waste recycling program.

2020 – 2024 OBJECTIVES

1. **Ongoing Tree Waste Recycling Programs**
 - a) *2020 – 2024*
 - i) Continue implementing all existing tree waste recycling programs, policies, and procedures.



TREE CARE DISASTER PLAN GOALS

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

EXISTING PROGRAMS, POLICIES, & PROCEDURES

1. *Tree Emergency & Disaster Threats*

- a) Severe weather is currently considered to be the most serious threat to the Borough's urban forest. In recent years, severe storms have caused significant damage to both public and privately-owned trees in Haddon Heights and throughout New Jersey.
- b) In addition to the threat to the trees themselves, the widespread structural failure of tree failures poses a serious threat to electrical service, communications, and the Borough's ability to provide critical emergency services.
- c) The risk of widespread tree damage and losses to biotic threats is currently considered moderate, but manageable, through increased species diversity and cultivar selection. Currently, there is particular concern regarding:
 - i) Bacterial leaf scorch of oaks, which has caused serious degradation and loss of trees in Haddon Heights and throughout southern and central New Jersey and southeastern Pennsylvania.
 - ii) Emerald ash borer, which is now present throughout New Jersey and Pennsylvania.
 - iii) Spotted lanternfly, which has heavily infested nearby eastern Pennsylvania and was recently identified and triggered quarantines in Warren, Hunterdon, and Mercer Counties.

2. *Wildfire Protection*

- a) Wildfire is not considered to be a significant threat to public tree resources in the Borough of Haddon Heights at this time.

3. *Existing Emergency & Disaster Plans*

- a) The Borough's State-mandated Emergency Operations Plan outlines procedures for vital services and cooperative efforts between all Borough departments and neighboring communities during an emergency or disaster.
- b) The Borough 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, however, 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 reduce the Borough's vulnerability to catastrophic losses.

4. *Emergency Response*

- a) The Department of Public Works, in cooperation with the Office of Emergency Management, local utilities, and contractors, is responsible for clearing trees and debris to open roadways and permit restoration of electrical service and communications.

**2020 – 2024
OBJECTIVES**

- b) The Department of Public Works and Borough contractors are on 24-hour call to respond to tree-related emergencies.
-
- 1. ***Ongoing Programs***
 - a) *2020 – 2024*
 - i) Continue implementing existing programs, policies, and procedures.
 - ii) Implement or expand technically sound and responsible planting, preventive maintenance and hazard identification and abatement programs, as detailed elsewhere in the Plan, to reduce the risk of future tree failures.



PLAN PREPARATION & EVALUATION GOALS

1. Continue to follow a well-defined, consistent, and efficient course of action toward the Overall Program Goals.
2. Continually evaluate the success of past programs and activities and make effective adjustments to address changing needs and conditions.
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. Preparation of this second five-year Community Forestry Management Plan was the cooperative effort of the Haddon Heights Shade Tree Commission and their consulting arborist.
2. Goals and objectives contained in this Community Forestry Management Plan are based on the Borough's implementation of its 2012 – 2016 Plan and review and evaluation of its progress in relation to the past Plan and since the expiration of that Plan.

2020 – 2024 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 and procedures, 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**
 - a) *January – March 2024*
 - i) Evaluate the success of all objectives completed to date.
 - ii) Evaluate progress toward the overall goals of the Shade Tree Program.
 - iii) Begin formulating new objectives and adjustments to existing policies, programs and procedures, if necessary to address changing needs, for the 2025 – 2029 management period.
3. **2025 – 2029 Management Plan Development**
 - a) *April – September 2024*
 - i) Finalize new objectives and adjustments to existing programs, policies, and procedures for the 2025 – 2029 management period.
 - ii) Prepare and submit a Community Forestry Management Plan for the 2025 – 2029 management period.
 - b) *October – December 2024*
 - i) Obtain Plan approval from the New Jersey Community Forestry Council.



Summary of 2020 – 2024 Objectives

Objectives / Tasks	2020	2021	2022	2023	2024
PROGRAM ADMINISTRATION					
1. <i>Ongoing Administrative Programs</i> <input type="checkbox"/> Continue all existing administrative programs, policies, and procedures already in effect (p.17, #1.a.i)					
TRAINING & PROFESSIONAL DEVELOPMENT					
1. <i>Ongoing Training Programs</i> <input type="checkbox"/> Continue all existing training programs on a regular basis; Attend additional training programs that address current training needs as they become available (p.21, #1.a.i-ii)					
2. <i>NJ Community Forestry Training Skills & Accreditation Program</i> <input type="checkbox"/> Review training needs and schedule training, as necessary, to maintain Approved Status (p.21, #2.a.i-iii) <input type="checkbox"/> Obtain NJ Community Forestry CORE Training for at least 1 Department of Public Works or other appropriate Borough employee (p.21, #2.b.i)					
3. <i>Tree Hazard Identification & Evaluation Training</i> <input type="checkbox"/> Train at least 1 Shade Tree Commissioner and at least 1 Department of Public Works employee to advance his or her ability to identify and evaluate potential tree hazards via an advanced level seminar. (p.21, #3.a.i)					
4. <i>Young Tree Structural Pruning Training</i> <input type="checkbox"/> Train at least 2 Department of Public Works employees and at least 2 Shade Tree Commissioners to prune young shade trees for developing a structurally sound trunk and crown form and minimizing conflicts as they mature via a hands-on workshop (p.22, #4.a.i)					
5. <i>Tree Worker Safety</i> <input type="checkbox"/> Train all Department of Public Works employees that complete tree maintenance work in chainsaw safety, first aid and CPR, electrical hazard awareness, and/or aerial rescue via a formal training program taught by certified instructors (p.22, #5.a.i)					
PUBLIC EDUCATION, AWARENESS & OUTREACH					
1. <i>Ongoing Public Education, Awareness & Outreach Programs</i> <input type="checkbox"/> Continue all existing public education, awareness, and outreach programs (p.23, #1.a.i)					

Objectives / Tasks	2020	2021	2022	2023	2024
TREE PLANTING					
1. <i>Ongoing Tree Planting Programs</i> <input type="checkbox"/> Continue all existing tree planting programs with changes dictated by the following objectives (p.29, #1.a.i)					
2. <i>Annual Tree Planting Program Funding</i> <input type="checkbox"/> Continually investigate the availability of CSIP and other grants for tree planting and prepare and submit applications. (p.29, #2.a.i-ii) <input type="checkbox"/> Evaluate the feasibility of establishing an Adopt-A-Tree, Memorial Tree Planting, or other cost share program. (p.29, #2.b.i) <input type="checkbox"/> If feasible and desirable, establish, advertise, and implement the cost share program on a continuous basis. (p.29, #2.c.i-ii)					
TREE MAINTENANCE					
1. <i>Ongoing Tree Maintenance Programs</i> <input type="checkbox"/> Continue all existing tree maintenance programs, policies and procedures on a regular basis (p.32, #1.a.i)					
2. <i>Priority Maintenance Work</i> <input type="checkbox"/> Upon completion of the street tree inventory, organize work lists and develop cost estimates for completing the high priority work identified; Seek and secure funding for completing the work (p.32, #2.a.i-ii) <input type="checkbox"/> Complete all high priority maintenance work identified by the street tree inventory (p.32, #2.b.i)					
TREE WASTE RECYCLING					
1. <i>Ongoing Tree Waste Recycling Programs</i> <input type="checkbox"/> Continue all existing tree waste recycling programs, policies, and procedures (p.34, #1.a.i)					
TREE CARE DISASTER PLAN					
1. <i>Ongoing Programs</i> <input type="checkbox"/> Continue all existing programs, policies and procedures; Reduce risks via other elements of this Plan (p.36, #1.a.i-ii)					
PLAN PREPARATION & EVALUATION					
1. <i>Annual Program Evaluation</i> <input type="checkbox"/> Evaluate the prior year's accomplishments, identify objectives not yet completed, and adjust programs, as necessary; Prepare and submit an <i>Annual Accomplishment Report</i> to NJFS (p.37, #1.a.i-iii)					

Objectives / Tasks	2020	2021	2022	2023	2024
<p>PLAN PREPARATION & EVALUATION, <i>cont'd</i></p> <p>2. <i>Five-Year Evaluation</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Evaluate the Shade Tree Program’s accomplishments during the current 5-year management period; Evaluate progress toward the overall goals of the Shade Tree Program; Begin formulating new objectives and program adjustments (p.37, #2.a.i-iii) <p>3. <i>2025 – 2029 Plan Development</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Finalize new objectives and program adjustments and prepare and submit a Community Forestry Management Plan for the 2025 – 2029 management period (p.37, #3.a.i-ii) <input type="checkbox"/> Obtain State approval for 2025 – 2029 Community Forestry Management Plan (p.37, #3.b.i) 					



PRIMARY ORDINANCES

1. Chapter 90 of the Borough Code, *Shade Tree Commission*, which establishes the Haddon Heights Shade Tree Commission and provides for the planting and care of public trees.
2. Chapter 262 of the Borough Code, *Residential Certificate of Continued Occupancy*, which requires property owners to maintain sidewalks in the adjacent public right-of-way in good repair and properly maintain trees on their property.
3. Chapter 432 of the Borough Code, *Tree Protection*, which regulates the removal of trees, provides for the protection of existing trees to remain, and provides a no net loss framework for the Borough.
4. Chapter 450 of the Borough Code, *Zoning and Land Development*, Article XXII, *Design Standards for Subdivisions and Site Plans*, § 450-115, *Landscaping and Buffers*, which includes requirements for landscaping in connection with land development in the Borough.
5. Chapter 450 of the Borough Code, *Zoning and Land Development*, Article XXII, *Design Standards for Subdivisions and Site Plans*, § 450-125, *Shade Trees*, which dictates the design and specifications for street trees in the Borough.

Chapter 90. Shade Tree Commission

[HISTORY: Adopted by the Mayor and Council of the Borough of Haddon Heights 12-7-1999 by Ord. No. 1068 (Ch. 32 of the 1975 Code). Amendments noted where applicable.]

GENERAL REFERENCES

Tree protection — See Ch. 432.

§ 90-1. Establishment; membership; terms.

A Shade Tree Commission consisting of five residents of the Borough shall be appointed by the Mayor with approval of Council, which Commission be known as the "Shade Tree Commission of the Borough of Haddon Heights." The terms of the Commissioners first appointed shall begin upon the day of their appointment and continue for the respective periods of one, two, three, four and five years from the first day of January next succeeding their appointment. All subsequent appointments, except to fill vacancies, shall be made to take effect upon the first day of January of each year for a full term of five years. All members shall serve without pay.

§ 90-2. Alternate members.^[1]

- A. Alternate members to the Shade Tree Commission shall be appointed as follows: two alternate members shall be appointed by the Mayor and shall be designated at the time of appointment as "Alternate No. 1" and "Alternate No. 2" and shall serve during the absence or disqualification of any regular member or members.
- B. The term of each alternate member shall be five years commencing on January 1 of the year of appointment; provided, however, that in the event two alternate members are appointed, the initial term of Alternate No. 2 shall be four years and the initial term of Alternate No. 1 shall be five years. The terms of the first alternate members pursuant to this section shall commence on the day of their appointment and shall expire on the fourth or fifth December 31 next ensuing after the date of their appointments, as the case may be.
- C. An alternate member may participate in discussions of the proceedings but may not vote except in the absence or disqualification of a regular member. A vote shall not be delayed in order that a regular member may vote instead of an alternative member.

[1] *Editor's Note: Added at time of adoption of Code (see Ch. 1, General Provisions, Art. I).*

§ 90-3. Organization; President; Secretary.

The Shade Tree Commission shall organize within 30 days after the appointment of its total membership for the remainder of the then current year, and thereafter annually by election of one of its members as President and the appointment of a Secretary, who need not be a member of the Commission.

§ 90-4. Powers and authority.

The Commission hereby established shall have and exercise all the powers and authority conferred upon the Shade Tree Commission by and in virtue of N.J.S.A. 40:64-5 and any amendment and supplement thereto.

Chapter 262. Residential Certificate of Continued Occupancy

[HISTORY: Adopted by the Mayor and Council of the Borough of Haddon Heights 6-19-2018 by Ord. No. 1453. Amendments noted where applicable.]

§ 262-1. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ENFORCEMENT OFFICER

The Zoning and/or Property Maintenance Code Official or his/her designee.

RESIDENTIAL PREMISES

A structure equipped with cooking facilities and designed for use as living space for one or more people, including, but not limited to, one- or two-family homes, duplexes, townhouses and condominiums, excluding multiple-family dwellings, of the Code of the Borough of Haddon Heights.

§ 262-2. Certificate required.

No residential premises may be changed in tenancy, use or ownership unless a certificate of continued occupancy has been issued by the Enforcement Officer. If the change of tenancy, use or ownership is between immediate family members (spouse to spouse, parent to child, or sibling to sibling only), no certificate of continued occupancy is required.

§ 262-2.1. Exceptions.

Upon receipt of purchaser's agreement and acceptance by Enforcement Officer, properties may close and/or be occupied without a certificate while violations are being abated. No such agreement shall exceed 90 days.

§ 262-3. Application certificate.

An application for a continued certificate of occupancy shall be submitted on forms to be furnished by the Enforcement Officer.

§ 262-4. Inspections.

- A. The Enforcement Officer is hereby authorized to conduct inspections of residential premises upon receipt of an application advising of a pending change in tenancy, use or ownership.
- B. The inspection of the residential premises shall include a determination that the residential premises conforms, in all respects, to the Zoning and Property Maintenance Ordinances of the Borough.⁽¹⁾
 - (1) For the interior, if the inspection reveals items such as, but not limited to, additions, attic or basement apartments, finished basements, garages, sheds or pools, second kitchens and/or decks, a determination must be made that the aforementioned were installed or constructed either with the required permits or by virtue of a grant of a variance.
 - (2) For the exterior, the premises shall be graded and maintained to have a free flow of surface drainage and to prevent the accumulation of stagnant water thereon. All sidewalks, walkways, driveways, parking spaces and similar areas shall be kept in a proper state of repair and maintained free from hazardous or dangerous conditions. It is the responsibility of the

owner to maintain the proper repair of all sidewalks on the property. This includes all property to and including the curblin. All premises and exterior property shall be maintained free from weeds or plant growth in excess of 10 inches. Dead and dying trees, limbs, and leaves, or other natural growth which, by reason of rotting or deteriorating conditions or storm damage, constitute a hazard to persons in the vicinity thereof shall be kept pruned and trimmed to prevent such conditions. The properties on which such natural growth is located shall be kept clean so as not to constitute a hazard. It is the responsibility of the owner of the premises to maintain all trees located on the premises. It is the responsibility of the premises owner to remove any dead or decaying trees.

- (3) Nothing herein shall relieve any residential or other property owner from compliance with the requirements of §§ **233-1** through **233-12** of the Code of the Borough of Haddon Heights entitled Fire Prevention.

[1] *Editor's Note: See Ch. 450, Zoning and Land Development, and Ch. 348, Property Maintenance, respectively.*

§ 262-5. Issuance of certificate.

The Enforcement Officer shall, within 10 business days after receipt of a written application for a certificate of continued occupancy, either issue said certificate, provided that the inspections reveal that the residential premises complies with the requirements contained in § **262-4B** or, in the event of noncompliance, notify the applicant as to the reason(s) why the residential premises failed the inspection. The Enforcement Officer will advise the applicant of what remedial action must be taken to correct the conditions.

§ 262-6. Disclaimer; liability.

The Borough of Haddon Heights does not guarantee to the purchaser, mortgagor or mortgagee that the residential premises inspected is free from latent or patent defects; nor is the Borough liable for damage or injury caused to any person as a result of any violation not recorded in the inspection report, nor is the Borough liable for any damages, claim or injuries to property which is the subject of the inspection.

§ 262-7. Fees.

A fee as provided for herein shall accompany each application for a certificate of continued occupancy; provided, however, that the Enforcement Officer may waive the inspection fee if a certificate of occupancy or a continued certificate of occupancy has been issued within 90 days of the date of the application. An applicant shall be entitled to one follow-up inspection at no charge. The charge for all additional follow-up inspections shall be set forth below, per inspection.

- A. Inspection fee: \$50.
- B. Follow-up inspections: \$25.
- C. Application filing costs: \$11.

§ 262-8. Violations and penalties.

Any person who shall violate any of the provisions of this chapter shall, upon conviction, be punished by a fine of no less than a minimum fine of \$100 nor more than a maximum fine of \$2,000 or by a period of community service not exceeding 90 days or be subject to imprisonment in the county jail for a period of 90 days. The Court may impose all, some or any combination of these sanctions.

Chapter 432. Tree Protection

[HISTORY: Adopted by the Mayor and Council of the Borough of Haddon Heights 5-2-2000 by Ord. No. 1081 (Ch. 98A of the 1975 Code). Amendments noted where applicable.]

GENERAL REFERENCES

Shade Tree Commission — See Ch. 90.

Brush, weeds and trees — See Ch. 138.

Town Forest — See Ch. 326, Art. II.

Maintenance of Streetscape Project Area — See Ch. 348, Art. II.

§ 432-1. Intent.

The intent of this chapter is to encourage the protection of the maximum number of healthy trees within the tree protection zone throughout the Borough, regardless of location. Protection of the Borough's tree cover mitigates air and water pollution, reduces energy consumption and preserves the overall quality of life for the residents of Haddon Heights. The intent is not punitive nor intended to cause hardship to any individual, private or public company who has taken reasonable care and diligence to protect the trees within the Borough of Haddon Heights.

§ 432-2. Definitions.

As used herein, the following terms have the following meanings:

CROWN

The branches and foliage of a tree; the upper portion of the tree.

CTE

Certified tree expert licensed by the State of New Jersey.

LANDSCAPE ARCHITECT

A person registered as a landscape architect by the State of New Jersey.

QUALIFIED PROFESSIONAL FORESTER

A person who has a B.S. degree from a four-year school of forestry accredited by the Society of American Foresters.

PERSON

Any individual, person, association, company, corporation, organization or entity of any kind.

TREE

Any woody perennial plant usually having one main stem or trunk, a definitely formed crown and growing to a height of 10 feet or more.

TREE DIAMETER

The width of a tree measured 4 1/2 feet above ground.

TREE PROTECTION ZONE

Any publicly owned or publicly maintained property, sidewalk portion of the street right-of-way, utility easement or parking area.

TREE REMOVAL

Cut, break, climb with spikes, disturb the roots of or otherwise injure, or spray with herbicides which intend to damage, injure or kill or otherwise remove any living tree.

UNIMPROVED LOT

Any clearly defined piece of land, upon which no structure affixed to the land with a roof and intended for shelter, housing or enclosure has been constructed.

§ 432-3. Permit required in protection zones; approval required in rights-of-way.

- A. No person, directly or indirectly, shall, without first obtaining a permit as herein provided, remove or relocate to another site any tree within a protection zone.
- B. No person shall plant any tree within the street right-of-way without first receiving an approval by the Shade Tree Commission as to species and location.

§ 432-4. Permit procedure.

- A. All persons desiring to remove, replace, relocate or otherwise destroy a tree in the tree protection zone and all applicants for a building permit, if issued, or in the case of a site plan application or subdivision application, shall submit a plan to the construction office before permits are issued or to the Planning or Zoning Board as part of the site plan or subdivision application shall submit a plan showing location of all existing trees by species, size and condition, and:
 - (1) Tree to be removed and trees to be maintained;
 - (2) Specifications for tree removal and for protection of existing trees during construction; and
 - (3) Grade changes or other work adjacent to the tree which could adversely affect the health of the tree.
- B. All applications for tree removal or relocation within the tree protection zone shall be immediately referred to the Shade Tree Commission for its recommendation to the approving body or officer having jurisdiction. Failure on the part of the Shade Tree Commission to provide a recommendation within 30 days of the filing of the application, provided that the Shade Tree Commission receives the application at least 10 days in advance of a regularly scheduled meeting, shall be deemed a favorable recommendation by default.

§ 432-5. Protection of existing trees.

All persons shall exercise care to protect trees from damage during construction without limitation. The following procedures shall be observed in order to protect remaining trees:

- A. Protection from mechanical injury.
 - (1) All trees to be retained within 25 feet of a building site and lining entry and egress roads, parking areas and utility easements shall be protected from equipment damage by wrapping the trunk with sections of snow fence or boards wired together. All exposed roots, trunks and low hanging branches shall be equally protected.
 - (2) Heavy equipment shall be operated where possible so as not to damage existing tree trunks and roots. Feeder roots shall not be cut closer than 25 feet from tree trunks.
 - (3) The operation of heavy equipment over the tree root systems shall be eliminated in order to prevent soil compaction.
 - (4) Trees shall not be used for roping, cables, signs or fencing. Nails and spikes shall not be driven into trees.
 - (5) Every person having control over wire for transmission of electric current or fiber optic cables along public highways shall at all times guard all trees through which or near which wire passes against injury from wire or from electrical current.
 - (6) Every person having control over street and sewer construction or maintenance shall at all times protect trees, trunks and root systems from damage as indicated herein.

§ 432-6. Planting new trees.

- A. Where any person finds it impossible to retain existing trees in the protection zone, or any tree having a diameter of greater than six inches due to cutting, filling or other construction activity, the person shall mitigate the loss by replanting one inch of new tree diameter for every three inches of existing tree diameter removed. New trees shall have a minimum diameter of 1 1/2 inches. Tree planting stock shall be selected in accordance with the American Nurserymen's Association Standards. The Shade Tree Commission shall be consulted before any trees are planted.

- B. No net loss. If tree loss cannot be mitigated upon the development site, new trees shall be planted within the Borough at the recommendation of the Shade Tree Commission to effect a no net loss of forest cover within the Borough of Haddon Heights.
- C. All planting shall be done in accordance with the Haddon Heights Shade Tree Commission Guidelines and acceptable arboricultural practices.

§ 432-7. Exceptions.

Exceptions from this chapter shall be:

- A. Any emergency circumstance where the Borough Arborist/CTE determines that the removal of a tree is necessary to protection of health, safety or property. Such determination is to be in writing and placed on file with the Shade Tree Commission.
- B. Any tree cut or removed in accordance with a management plan filed with and approved by the New Jersey State Forester and Mayor and Council of the Borough of Haddon Heights.
- C. Any tree to be removed near utility lines, provided that the reason for the tree removal is related to public safety.
- D. Ordinary tree maintenance or trimming where related to health, safety or property of the Borough or the adjoining land owner.

§ 432-8. Violations and penalties.

- A. Any person who shall violate any provision of this chapter shall be subject to a penalty of \$100 to \$2,000, imprisonment for up to 90 days or a period of community service for up to 90 days, or any combination thereof, for each offense.
[Amended 10-19-2004 by Ord. No. 1181; 6-19-2018 by Ord. No. 1451]
- B. Upon a finding of guilty for the violation of any of the provisions in this chapter and in addition to the foregoing penalty, the violator may be ordered to pay an amount equal to twice the current value of each tree determined by either an appraisal by a CTE or qualified professional forester or by a schedule which the Shade Tree Commission may hereafter adopt in accordance with the provisions of N.J.S.A. 40:64-12b. Payment shall be made to the custodian of funds for the Borough of Haddon Heights and shall be used for environmental programs such as tree planting, maintenance, park development, landscaping or other comparable projects as recommended by the Shade Tree Commission.

§ 432-9. Other remedies.

No provision of this chapter shall be construed to impair any common law or statutory cause of action or legal remedy therefrom for any violation of this chapter.

Portions of:

Chapter 450. Zoning and Land Development

Article XXII. Design Standards for Subdivisions and Site Plans

§ 450-115. Landscaping and Buffers.

§ 450-115. Landscaping and buffers.

- A. Landscape transition areas or buffers shall be provided along any lot and street line of any lot in all zones except R-1 through R-6 where such line or the center line of the adjacent street coincides with a residence zone boundary. Yard requirements may be deemed to be included as part of the landscape transition buffer.
- (1) The Planning Board may waive the landscape transition area requirement where existing natural or man-made physical barriers provide an effective visual separation between residential and nonresidential uses.
 - (2) Each permitted use shall provide suitable buffers in order to protect the character and to minimize any adverse impacts or nuisances on adjoining properties. Buffers shall be located around the perimeter of the site to minimize glare from headlights of vehicles, to minimize noise, to shield light from structures, to shield the movement of people and vehicles from adjacent property and to shield activities from adjacent properties. Buffers are fences, walls, landscaping, berms and mounds used to minimize any adverse impacts or nuisances on the site from adjacent areas. The applicant shall incorporate into its landscaping plan submitted with the site plan a buffer design plan which shall incorporate the following principles:
 - (a) Buffers shall be located along property lines shielding various uses and activities from each other to be consistent with the Fence Ordinance.¹
[1] Editor's Note: See § 450-96, Fences and walls.
 - (b) Buffer areas shall consist of lawn areas and massed evergreen and deciduous trees and shrubs planted in a manner that will provide a continuous visual screen throughout the entire year.
 - (c) Evergreen and deciduous shrubs shall have a minimum height of three feet when planted and shall be of varieties as suggested herein.
 - (d) The height of shrubs planted in a buffer area shall be measured from the ground level around the base of shrub to the topmost part of the shrub once the shrub has been properly planted in the ground.
 - (e) Where an area required for a buffer is already wooded, it shall be left in its natural state, and existing growth shall be supplemented with additional plant material where necessary to bring the buffer area up to the minimum requirements of this section.
 - (f) In nonresidential zones, all parking areas, garbage collection areas or loading areas exclusive of ingress and egress drive shall be screened from adjacent properties by a buffer strip at least five feet in width.
 - (g) Fences or walls as buffers shall complement the structural type, design and color of the principal building.
 - (3) The plant materials, fences or walls used for screening purposes shall be sufficient to screen an area at all seasons of the year from the view of persons standing at an elevation approximately equal to that of the area to be screened on adjacent streets or properties.
 - (4) Any article or material stored outside an enclosed building as an incidental part of the primary operation on a lot shall be screened as provided hereinafter by fencing, walls or evergreen planting.
 - (5) Where the Planning Board or Zoning Board deems it necessary to assure an effective visual screen between nonresidential uses and streets or residentially zoned properties, such Board may require, in addition to landscaping, the provision of a fence of a type, height and design suitable for the purpose, provided that the height of such fence or screening shall not exceed four feet.

- B. Other provisions of this chapter notwithstanding, the entire lot, except for areas covered by buildings or surfaced as parking, recreation or service areas, shall be seeded, sodded or planted with ground cover and suitably landscaped in accordance with an overall landscape plan. All landscaping shall be consistent with the natural surroundings and shall be properly maintained throughout the life of any use on said lot. Existing trees or landscaping located within 20 feet of any street or lot line or zone boundary shall not be removed except with the written approval of the Planning Board; nor shall the existing grade within that space be disturbed without such approval.
- C. Every application for approval of a site plan or a subdivision shall contain a landscaping plan prepared by a New Jersey certified registered architect or professional engineer.
- (1) The plan shall identify, locate and provide planting details for all proposed trees, shrubs, bushes, plant material and ground cover, all such existing plant materials proposed to be retained and all ground cover, natural features such as boulders, rock outcroppings and waterways. For all existing natural growth proposed to be retained, the plan shall state the method(s) proposed to be used for its protection during and after construction (e.g., fencing, tree wells, curbing or similar devices).
 - (2) The landscaping plan shall conform to the following design requirements, as applicable:
 - (a) The site plan or subdivision plan shall be so designed as to preserve, wherever possible, natural features such as large trees, groves, views, open waters, scenic and historic features or other recognized community assets. Efforts shall be made to utilize as much existing vegetation on the site as possible.
 - (b) All nonpaved areas on properties shall be appropriately landscaped with trees and shrubs, grass and other suitable landscaping materials.
 - (c) Landscaping shall be provided in public areas, recreation sites and adjacent to buildings. Where possible, shade trees shall be planted on the south side of buildings to shield them from the summer sun and evergreens on the north side of buildings to serve as windbreaks.
 - (d) The landscaping plan shall provide for a variety and mixture of plant materials taking into consideration their susceptibility to disease, colors (by season), textures, shapes, blossoms and foliage.
 - (e) The choice of landscaping shall be appropriate to site soil conditions and availability of water for irrigation.
 - (f) Street trees shall be planted at a minimum interval of 40 feet on center. Street trees can help unify dissimilar building styles and uses, separate vehicle and pedestrian zones and provide shade, overhead canopy and scale to the streetscape. Flowering trees shall not be used as street trees.
 - (g) Existing large trees shall be saved by not changing the surface elevation around the trees by more than 12 inches, construction of tree wells and by erecting four-foot-high snow fences located at the dripline of trees prior to any site disturbance.
 - (h) Any tree on the site having a trunk diameter of more than four inches at a height of two feet from the ground shall not be removed or relocated unless it is in accordance with a plan approved by the Planning Board.
 - (i) A sufficient number of shade trees shall be provided and planted on the site to ensure a minimum of 12 trees for each acre of the lot not occupied by buildings. Except as set forth hereinafter, at planting, deciduous trees shall have a minimum caliper of three inches measured at six inches above ground level, and evergreens shall be at least five feet high. All trees shall be balled and burlapped.
 - (j) Shrubs used as screens in buffer areas shall have an initial height of not less than three feet and be planted at intervals appropriate for the activities involved.
 - (k) All new plant materials shall be guaranteed for two years to be in healthy and vigorous condition and replaced as deemed necessary by the Planning Board or Zoning Board.
 - (l) Any damaged or dead trees shall be replaced up to two years after a final certificate of occupancy has been issued.
 - (m) Landscaping shall be located to provide for climate control, for example, shade trees on the south to shield the hot summer sun and evergreens on the north for windbreaks.
 - (n) Landscaping shall be used to accent and complement buildings, for example, groupings of tall trees to break up long, low buildings and lower plantings for taller buildings.
 - (o) Shade trees shall be planted on each side of every street so as not to interfere with utilities, sidewalks and proper sight distance at intersections.
 - (p) Replacement trees shall conform to the type of existing trees in a given area.

- (q) A variety and mixture of landscaping shall be provided. The variety shall consider susceptibility to disease, colors, season, textures, shapes, blossoms and foliage.
- (r) The impact of any proposed landscaping plan at various time intervals shall be considered so that, for example, shrubs do not grow and eventually block sight distances.
- (s) Landscaping shall be located in protected areas, along walkways, center islands and at the end of parking bays. In narrow islands, low-spreading plants such as creeping juniper, English ivy, myrtle or pachysandra are appropriate.
- (t) All landscaping in parking areas shall be carefully located so as not to obstruct vision. A variety of different types of trees shall be grouped to break up the mass of cars. Tree types shall be selected from those specified in Trees for New Jersey Streets — 2nd Revision, 1974, published by the New Jersey Federation of Shade Tree Commission. Trees that cause damage or excessive site maintenance problems due to root systems or leaf shedding shall be avoided. Trees that can withstand parking area conditions are encouraged.
- (u) Those portions of all front, side and rear yards not used for off-street parking or vehicular or pedestrian circulation shall be planted with trees, shrubs, plants or grass lawns or combinations thereof.

D. Landscaping shall be provided as part of the overall site plan design and integrated into building arrangements, topography, parking and buffering requirements.

- (1) Landscaping shall include preservation of existing vegetation to the extent possible as well as trees, bushes, shrubs, ground cover, perennials, annuals, plants, sculpture, art and the use of building and paving materials in an imaginative manner.
- (2) The following landscape materials shall be used in the development of landscape plans. This list of species is to be used as a guideline and is not meant to exclude other acceptable species.

Key	Botanical Name	Common Name	Size	Remarks
Shade (Street) Trees				
AR	Acer rubrum Oct. Glory	Oct. Glory Red Maple	3-inch caliper, 13-15 feet tall	B&B
FA	Fraxinus Americana "Autumn Purple"	Autumn Purple Ash	3-inch caliper, 13-15 feet tall	B&B
GT	Gleditsia tricanthos "Shademaster"	Shademaster Honey locust	3-inch caliper, 13-15 feet tall	B&B
QR	Quercus robra	Red Oak	3-inch caliper, 13-15 feet tall	B&B
TT	Tilia tomentosa	Silver Linden	3-inch caliper, 13-15 feet tall	B&B

Key	Botanical Name	Common Name	Size	Remarks
Flowering Trees				
CK	Cornus Kousa	Kousa Dogwood	6-8 feet	B&B
MF	Malus floribunda	Japanese Crabapple	8-9 feet	B&B
PY	Prunus yedoensis	Yoshino Cherry	2-2 1/2 inches caliper	B&B

Key	Botanical Name	Common Name	Size	Remarks
Evergreen Trees (Buffer)				
	Ilex opaca	American Holly	5-6 feet	B&B
	Pinus strobus	White Pine	5-6 feet	B&B
	Pseudotsuga menziesii	Douglas Fir	5-6 feet	B&B
	Thuja occidentalis nigra	Dark American Arborvitae	5-6 feet	B&B

Key	Botanical Name	Common Name	Size	Remarks
Shrubs				
Asp	Azalea species	Flowering Azalea	18-24 inches	Container
IC	Ilex crenata hetzi	Hetz Holly	18-24 inches	Container
PC	Pyracantha coccinea "Rutgers"	Rutgers Firethorn	15-18 inches	Container
Rsp	Rhododendron species	Flowering Rhododendron	2-2 1/2 feet	B&B
C	Taxus cuspidata nana	Dwarf Japanese Yew	18-24 inches	B&B
VT	Viburnum tomentosum	Doublefile Viburnum	2-3 feet	B&B
	Ilex glabra compacta	Compact Inkberry	18-24 inches	B&B
	Taxus media hatfield	Hatfield Yew	2 1/2-3 feet	B&B
	Viburnum dentatum	Arrowwood	3-4 feet	B&B

Key	Botanical Name	Common Name	Size	Remarks
Ground Cover				
CD	Cotoneaster dammeri "Skoogholm"	Christmas Carpet Cotoneaster	15-18 inches, 18-24 inches on center	Container
JC	Juniperus chinensis sargentii	Sargent Juniper	15-18 inches, 18-24 inches on center	Container
VM	Vinca minor "Lawn"	Periwinkle	2 1/4-inch pots, 9 inches on center	

Code of the Borough of Haddon Heights

Portions of:

Chapter 450. Zoning and Land Development
Article XXII. Design Standards for Subdivisions and Site Plans
§ 450-125. Shade Trees.

§ 450-125. Shade trees.

- A. Trees shall be planted along the public right-of-way varying by tree type, as follows:
 - (1) Large trees: every 50 to 60 feet. Each large tree shall have a minimum caliper of three inches measured six inches above the ground.
 - (2) Medium-sized trees: every 40 to 50 feet. Each medium-sized tree shall have a minimum caliper of two inches measured six inches above the ground.
- B. All trees shall be nursery-grown stock and shall have a root ball wrapped in burlap, with a replacement guaranty by the developer of two years.
- C. Shade trees shall be substantially uniform in size and shape and shall have straight trunks.
- D. A hole in which a tree is to be planted shall be in each case 1/3 larger in width and in depth than the existing root ball or the particular tree to be planted. The hole in which the tree is to be planted shall contain proper amounts of topsoil and peat moss, but no chemical fertilizer shall be added until the tree has been planted for one year.
- E. Subsequent or replacement trees shall conform to the type of existing tree in a given area.
- F. Besides the shade tree requirements outlined above, additional trees shall be planted throughout the development in accordance with an approved landscape plan. The variety of plantings may vary to include flowering types and evergreens.
- G. In heavily wooded sites, the shade tree requirements shall be waived at the discretion of the Planning Board or Zoning Board.