

2018–2022

**Community Forestry
Management Plan**

Town of Newton
Sussex County, NJ

2018 – 2022 COMMUNITY FORESTRY MANAGEMENT PLAN



Town of Newton
Sussex County
New Jersey

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Municipal / County Information Form

MUNICIPALITY Town of Newton
COUNTY Sussex
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Newton, NJ 07860
CONTACT Debbie Danielson, Administrative Assistant, Newton DPW
PHONE (973) 383 - 4160
FAX & EMAIL (973) 383 - 2233 ddanielson@newtondpw.com
ORGANIZATION Newton Advisory Shade Tree Commission

MAYOR'S SIGNATURE Original Copy Signed

* I Certify that this Community Forestry Management Plan was developed specifically and exclusively for the Town of Newton, NJ.

DATE SUBMITTED December, 2017

TIME PERIOD January 2018 – December 2022

Table with 3 columns: CSIP #, Practice Name, Page Number. Includes items like CSIP #1 Training (p. 21), CSIP #2 Community Forestry Ordinance Establishment (p. 17, 41), etc.

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 Original copy signed and dated
State Forester Approved Date



SCOPE

The following sections outline the programs and procedures through which public tree resources under the jurisdiction of the Town of Newton will continue to be managed through December 31, 2022.

Recognizing that trees help improve the quality of urban and suburban life, Newton has developed this Community Forestry Management Plan in accordance with statewide efforts to preserve and promote sustainable community forest resources, and the goals and objectives of its Municipal Master Plan.

This second five-year Community Forestry Management Plan builds upon the successes realized as a result of implementing the Town's 2010 – 2014 plan, the goals and objectives of which were continued through 2017. During the current management period, Newton will continue to implement and enhance programs for managing public street trees and continue to increase focus on trees in Town parks and on Town properties.

In addition, it is expected that elements of this Plan will continue to help stimulate the public's appreciation for trees and contribute to their proper planting, protection and care.

MISSION STATEMENT

To improve the quality of life in the Town of Newton by maximizing the environmental, social and economic benefits of trees to the community while minimizing the associated costs and liabilities.

OVERALL PROGRAM GOALS

The New Jersey Community Forestry Council has identified twelve Community Stewardship Incentive Program (CSIP) practices that together comprise a complete and comprehensive Shade Tree Program.

These practices cover all aspects of community forest management – program administration and planning, training of those charged with running the program, public awareness and outreach, tree planting and maintenance, and the recycling of tree waste. Each is equally important and must be addressed in establishing and operating a municipal shade tree program that delivers the benefits of trees effectively and cost-efficiently.

Within each of the plan elements that follow, existing Town programs, policies and procedures are described, intermediate and element-specific goals are established, and CSIP-based objectives for the 2018 – 2022 management period are set.

Systematic fulfillment of these CSIP-specific goals and objectives will gradually move the Town of Newton's Shade Tree Program toward its overall program goals, which are re-affirmed as follows:

1. Develop and perpetuate a beneficial public shade tree resource.
2. Maximize the physical, social and economic benefits of trees to the community.
3. Maximize long-term stability and sustainability in the public tree resource.
4. Minimize the risk of trees to public safety.
5. Minimize conflicts between trees and infrastructure.

6. Optimize the balance between tree health, maintenance costs and budgetary constraints.
7. Improve and maintain public interest, appreciation and support for public shade tree programs and encourage volunteer participation.
8. Encourage the planting and proper care of trees on private properties within the Town.
9. Increase and maintain Town-wide tree canopy cover at 40%.
10. Meet all eligibility requirements of the NJ Shade Tree & Community Forestry Assistance Act.

TREE HAZARDS & LIABILITY

As with all municipal assets, trees require maintenance and it is inevitable that potentially hazardous conditions will emerge.

Nevertheless, 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 Town of Newton 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 will be 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.



2010 – 2017 SHADE TREE PROGRAM REVIEW

The following is a summary of the Newton Shade Tree Program's accomplishments relative to the goals and objectives of its 2010 – 2014 Community Forestry Management Plan, the goals and objectives of which were continued through 2017.

1. *Program Administration*

- a) The Town of Newton continued to implement all previously existing administrative programs, policies and procedures of its Shade Tree Program during the 2010 – 2017 management period. (*Program Administration, Objective #1*)
- b) Chapter 240 of the Town Code, *Land Subdivision and Site Plan Review*, was reviewed and substantially revised with input from the Advisory Shade Tree Commission. The revised code includes new and expanded requirements and guiding principles for landscaping, vegetative buffers, tree protection, and replacement of trees removed in conjunction with development. (*Program Administration, Objective #2*)
- c) Via enactment of Chapter 297 of the Town Code, a Tree Bank was established to provide a fund for the planting of new trees. Funds received by and held in the Tree Bank include developer contributions made pursuant to the mitigation requirements of Chapter 204, as well as public and private donations, and are earmarked for new tree planting in the Town of Newton based on the recommendations of the Advisory Shade Tree Commission.

2. *Training & Professional Development*

- a) The Town continued to implement all of its previously existing training and professional development programs during the 2010 – 2017 period, met its New Jersey Shade Tree & Community Forestry Assistance Act, Training Skills & Accreditation Program continuing education requirements each year, and maintained continuous Approved Status under the Act. (*Training & Professional Development, Objective #1 and #2*)
- b) At the time this Plan was prepared, four individuals active in the Shade Tree Program had completed NJ Community Forestry CORE training, including two Town employees and two resident volunteers. (*Training & Professional Development, Objective #2*)
- c) Each year, at least three members of the Department of Public Works staff attended educational sessions on a variety of arboriculture and urban forestry topics at the New Jersey Shade Tree Federation Annual Meeting, including tree risk assessment, tree species selection and planting, and pruning. (*Training & Professional Development, Objective #3, #4, #5*)

3. *Public Education, Awareness & Outreach*

- a) The Town of Newton continued to implement its extensive list of public education, awareness and outreach programs during the 2010 – 2017 period. (*Public Education, Awareness & Outreach, Objective #1*)
- b) Arbor Day celebrations were held annually at the Town's Memory Park, Town Pool or Sussex County Community College and included tree planting ceremonies attended by Town dignitaries, the Advisory Shade Tree Commission, the college administration, local school children, and the Newton Boy Scout Troop. (*Public Education, Awareness & Outreach, Objective #2*)
- c) Local media covered the Town's first Tree City USA award in 2012 and other Shade Tree Program projects and achievements in newspapers and online. In addition, newspapers and

a radio station covered the Town's giveaway of 200 tree seedlings, courtesy of the New Jersey Forest Service, to residents. *(Public Education, Awareness & Outreach, Objective #3)*

- d) The Town of New received its first Tree City USA designation through the National Arbor Day Foundation in 2012. The achievement was widely covered in the local media and the Tree City USA flag was proudly flown at Town Hall. *(Public Education, Awareness & Outreach, Objective #3, #4)*
- e) A dedicated Shade Tree Commission page was established on the Town's official website and the 2010 – 2014 Community Forestry Management Plan was posted for downloading and review by residents, along with meeting information, Commission agendas and minutes, and other information. An objective to expand the content of the page to include educational content and ensure regular updates has been established in this current Plan. *(Public Education, Awareness & Outreach, Objective #5)*

4. Tree Inventory & Assessment

- a) While Newton was unable to complete a planned Tree Cover Inventory & Assessment due to insufficient available resources, it did utilize information it has regarding the Town's tree resources from a 2000 inventory to guide its efforts.
- b) In 2015, the Advisory Shade Tree Commission conducted an informal assessment of a 10+ acre wooded parcel owned by the Town off Shady Lane. This assessment found a somewhat sparse canopy of predominantly upland species indigenous to the area, that the age of the trees is primarily young-mature to mature, and that the understory of the forest has been heavily browsed by deer, severely reducing the ecosystem benefits that the shrub and ground layer vegetation would normally provide. A more in-depth resource assessment is planned for the current management period.

5. Tree Hazard Management

- a) The Town continued to implement its previously existing programs, policies and procedures for identifying and addressing trees requiring priority maintenance to minimize potential tree hazards on an ongoing basis. *(Tree Hazard Management, Objective #1)*

6. Tree Planting

- a) The Town continued to implement previously existing tree planting programs, policies and procedures during the 2010 – 2017 period. *(Tree Planting, Objective #1)*
- b) Via enactment of Chapter 297 of the Town Code, a Tree Bank was established to provide a fund for the planting of new trees. Funds received by and held in the Tree Bank include developer contributions made pursuant to the mitigation requirements of Chapter 204, as well as public and private donations, and are earmarked for new tree planting in the Town of Newton based on the recommendations of the Advisory Shade Tree Commission. *(Tree Planting, Objective #2)*
- c) While available resources for tree planting remained very limited during the 2010 – 2017 period, Newton succeeded in implementing several projects that were well-integrated with current needs and concerns:
 - i) In 2011, 16 new trees were planted along US Route 206 as an integral part of the Town's circulation plan.
 - ii) In 2012, 22 fir trees were planted as part of an important screening project in Memory Park.
 - iii) In 2013 and subsequent years, several hundred tree saplings were planted in Newton's Memory Park adjacent to Moore's Brook and the connecting wetland courtesy of the Nature Conservancy and Sussex County Municipal Utility Authority's Walkkill River Watershed Management Group with the objective of improving water quality in the Paulins Kill, as well as improving aesthetics and plant diversity in the area.

7. Tree Maintenance

- a) The Town continued to implement its previously existing tree maintenance programs, policies and procedures during the 2010 – 2017 period. *(Tree Maintenance, Objective #1)*

8. Tree Waste Recycling

- a) The Town of Newton continued to implement its previously existing tree waste recycling programs, policies and procedures during the 2010 – 2017 period. *(Tree Waste Recycling, Objective #1)*

9. Tree Care Disaster Plan

- a) The Town of Newton stood ready to implement its previously existing tree care disaster plan programs, policies and procedures and efficiently addressed significant tree damage caused by a series of severe storms in 2011 and 2012. *(Tree Care Disaster Plan, Objective #1)*

10. Plan Preparation & Evaluation

- a) During the 2010 – 2017 period, the Advisory Shade Tree Commission and Department of Public Works continually reviewed the Newton’s Community Forestry Management Plan, monitored progress toward its goals and objectives, and made the necessary adjustments in the Shade Tree Program’s activities to address current needs. *(Plan Preparation & Evaluation, Objective #1)*
- b) The Town of Newton has prepared this second five-year Community Forestry Management Plan for the 2018 – 2022 management period, with the assistance of a NJ Green Communities Challenge Grant, based on a thorough review of its goals, objectives and current needs. *(Plan Preparation & Evaluation, Objective #3)*

**2010 – 2017
COMMUNITY
FORESTRY
MANAGEMENT
PLAN BENEFITS**

The Town of Newton has benefited in the following ways since developing and implementing its first Community Forestry Management Plan in 2010.

1. The Town’s Community Forestry Management Plan has improved clarity and consistency in the Shade Tree Program’s policies and procedures.
2. The Advisory Shade Tree Commission and the Department of Public Works, both working toward clear and common goals, have developed a strong, cooperative relationship in managing the Town’s public tree resource.
3. Both long-term decision making and day-to-day operations are more focused and accurately and efficiently directed at existing needs.
4. Benefits of a complete, integrated approach to municipal tree management – benefits that were not apparent or measurable before – are becoming more evident.

**CURRENT
PUBLIC TREE
ASSESSMENT**

In 2000 and 2001, volunteer Advisory Shade Tree Commission members completed an informal inventory and assessment of Newton’s public street trees.

Based on information from that inventory and ongoing observations since, it is clear that the number of trees and extent of tree canopy cover on both public and private lands continue to dwindle. This is, in part, a result of acute losses from storms primarily in 2011 and 2012, but more so because replanting rates have not kept pace with the ongoing attrition of an aging tree population. While Newton still has a fair stock of existing street trees, many sites that could be planted are not and, frequently, the existing trees are clustered leaving many areas devoid of trees.

Of the existing street trees, some are dead while a significant number are potentially hazardous and require pruning or removal on a priority basis. Others are at or nearing maturity and may soon become liabilities. A substantial number of trees are also exhibiting signs of stress related to insufficient soil space between the sidewalk and curb, periods of drought, deicing salt toxicity, and

insufficient maintenance. Long-standing conflicts between the trees and overhead utilities have left many severely deformed, unattractive and in a weakened state.

Like many northern NJ municipalities, Newton's street tree population possesses limited species diversity, with a disproportionately high percentage of maples, particularly aged and structurally deteriorating sugar maples. While limited planting efforts carried out by the Town using grant monies in years prior to 2010 increased species diversity and the total number of trees somewhat, much work needs to be done.

Most of Newton's street trees were planted at the time the streets and homes were constructed. In the older parts of town streets that radiate out from the downtown area, tree planting has been an ongoing process over the decades. Historical aerial photos show that most of Newton's residential streets were constructed after the mid 1950's as previously undeveloped areas were turned into residential neighborhoods. This would include most of the streets south and east of Merriam Ave. School (constructed in 1963) as well as many of the homes south and east of the High School (built in 1956). Thus, the majority of these street trees are in the 50 to 60-year-old range with many reaching over-maturity. Some are in a declining state and others are being removed by the homeowner for various reasons, and too frequently not being replaced.

It is clear that an aggressive, yet well-planned, replanting program and effective, long-term maintenance are vitally needed to reestablish and perpetuate Newton's once-grand shade tree asset.

Changes in the street tree population over the past five years include:

1. A continued decrease in the total number of trees and the extent of tree canopy cover on both public and private lands as more trees are lost to natural causes or removed versus planted.
2. A limited gradual increase in species diversity as more new species and cultivars are introduced through limited plantings and the older, less diverse trees continue to be lost.
3. An increase in the number of younger trees as a result of the continued loss of older trees that are deteriorating in health and structure coupled with limited replanting.

A 2015 survey and report from the Rutgers University Rapid Ash Survey Team estimated that the Town of Newton has 108 public ash trees with an average trunk diameter of 16-inches and that estimated cost impact of various scenarios for managing impending emerald ash borer infestation ranges from \$118,324.00 to \$175,220.00.

Several years ago, a land developer donated three contiguous lots totaling approximately 10 acres off Shady Lane to the Town. The land is undeveloped natural forest, though a waterline easement was maintained as part of the donation agreement and an unimproved portion of Shady Lane extends partway into the site.

An informal assessment of the site's forest resources by the Advisory Shade Tree Commission in 2015 found a somewhat sparse canopy of predominantly upland species indigenous to the area. Age of the trees is primarily young-mature to mature. The understory of the forest has been heavily browsed by deer, severely reducing the ecosystem benefits that the shrub and ground layer vegetation would normally provide.

It is the Advisory Shade Tree Commission's intent to conduct a more thorough assessment of the property and identify ways in which its ecologic condition and recreational use might be improved.

TREE CANOPY COVER

Statistics derived from the National Land Cover Database's (NLCD's) 2011 Multi-Resolution Land Characteristics Consortium (MRLC), indicate that the Town of Newton's public and private urban forest canopy collectively covered an estimated 37.1% of its total land area. It is not clear to what extent tree losses to advancing age, severe storms and other forces have reduced canopy cover since the 2011 data was obtained.

RELATION TO
THE TOWN
MASTER PLAN

The level of canopy cover varies widely from over 85% in undeveloped forested areas to approximately 26% in the developed areas. As some of the forested tracts are subject to development and opportunities for new tree cover in the previously developed areas are limited, there is a high likelihood that total canopy cover will decline in the coming decades without a thoughtful action plan.

At least 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. The Town of Newton has adopted this recommendation as one of its overall program goals (*see pp. 2-3*).

The *Town of Newton Master Plan* (2008), has not significantly changed since the 2010 – 2014 Community Forestry Management Plan was prepared. As such, the link between the two plans remains largely unchanged.

Though there is no formal link, all aspects of this Community Forestry Management Plan are consistent and compatible with the goals, objectives and general intent of the Town's Master Plan. Open space issues are addressed in the *Community Facilities – Open Space, Parks & Recreation Facilities* element of the Master Plan.

In 1993, the Office of State Planning designated Newton as a "Regional Center," the first such designation in the State. Not only did the designation permit Newton to seek priority treatment from various New Jersey agencies for grants and loans, it furthered the Town's interest in preserving its historic resources, including its once beautiful tree-lined streets. In February 2009, the Town received plan endorsement by the NJ Office of Smart Growth.

Newton's Master Plan notes that there is little land left for new development. As a result, it focuses primarily on conserving, rehabilitating and enhancing established residential areas, upgrading commercial areas, and implementing strategies for improving the physical environment.

Generally, shade tree management efforts outlined in this Plan will contribute both tangibly and intangibly to improving the character and aesthetic appeal of streetscapes and residential neighborhoods, maintaining a healthier environment, protecting water quality, and enhancing property values. Further, these efforts will ensure that the shade tree resources are maintained and perpetuated so that the benefits they provide will be maximized and continue uninterrupted over the long term.

Specific goals and objectives presented in the *Town of Newton Master Plan* to which this Community Forestry Management Plan directly or indirectly relate include:

General Goals & Objectives

- *To provide adequate light, air and open space.*
- *To promote a desirable visual environment through creative development techniques and good civic design and arrangement.*
- *To promote the conservation of historic sites and districts, open space, energy resources and valuable natural resources in the Town and to prevent urban sprawl and degradation of the environment through improper use of the land.*
- *To encourage planned unit developments which incorporate the best features of design and relate the type, design and layout of residential, commercial, and recreational development to a particular site.*
- *To promote utilization of renewable energy resources.*

- *To promote the maximum practicable recovery and recycling of recyclable materials from municipal solid waste through the use of planning practices designed to incorporate the State Recycling Plan goals and to compliment municipal recycling programs.*

Residential Goals and Objectives

- *Create and maintain buffers where residential development abuts more intense uses.*

Historic Preservation Goals and Objectives

- *Protect designated Historic Districts against the negative visual effect of activities on adjoining non-residential properties by strengthening screening and landscaping requirements including their strict enforcement.*
- *Encourage architectural design that complements historic buildings in the Town.*
- *Maintain and develop an appropriate and harmonious physical and visual setting for historic landmarks and architecturally significant buildings, structures, site objects, and districts within Newton.*
- *Encourage adaptive re-use and proper maintenance and design of historic buildings and their settings.*
- *Develop and strategy for the placement of streetscape amenities in appropriate business areas to include such items as benches, sitting areas, landscaped courtyards, bike racks, and other pedestrian amenities in various combinations to create community focal points for residents and workers in designated Historic Districts.*

Economic Goals and Objectives

- *Encourage further improvement and consolidation of Main Street and Spring Street commercial areas as the effective Central Business District (CBD) of Newton.*

Circulation Goals and Objectives

- *Develop and improve the coordinated street system which enables the safe and efficient movement of people and goods providing for the separation, to the maximum extent possible, of local and through traffic.*

Environmental / Conservation Goals and Objectives

- *Conserve and protect environmentally sensitive areas (e.g. steep slopes, wetlands, and floodplains) in Newton.*
- *Improve the appearance of the community by the elimination of negative elements such as non-conforming signs and by encouraging aesthetically designed screening with adequate setbacks and landscaping.*
- *Improve the appearance of dominant focal points within an area where needed (e.g. park, public building, church steeple) and exert better control over the locations and design of parking areas and curb cuts through the adoption of site development and design controls which encourage attractive screening of parking and trash dumpsters from public view.*
- *Promote green building techniques, low impact development, energy efficient buildings and the use of alternative energy.*
- *Preserve and protect existing street trees and promote planting of additional street trees and replacement of dying and diseased trees, utilizing properly sized trees in appropriate locations.*

The parallel goals and objectives outlined above provide a strong informal link between the Master Plan and this Community Forestry Management Plan and illustrate their common purpose. The Plans are further linked through existing zoning, subdivision, land use, and site plan review code, which contain specific requirements regarding trees, landscaping and buffers.

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

Chapter 258, *Stormwater Control* and related chapters of the *Code of the Town of Newton* establishes policies and details requirements and recommendations to minimize the impact of stormwater runoff on water quality, reduce the quantity of water directed into water bodies, and maintain groundwater recharge. All aspects of this Community Forestry Management Plan are consistent with and directly support the purpose of these requirements.

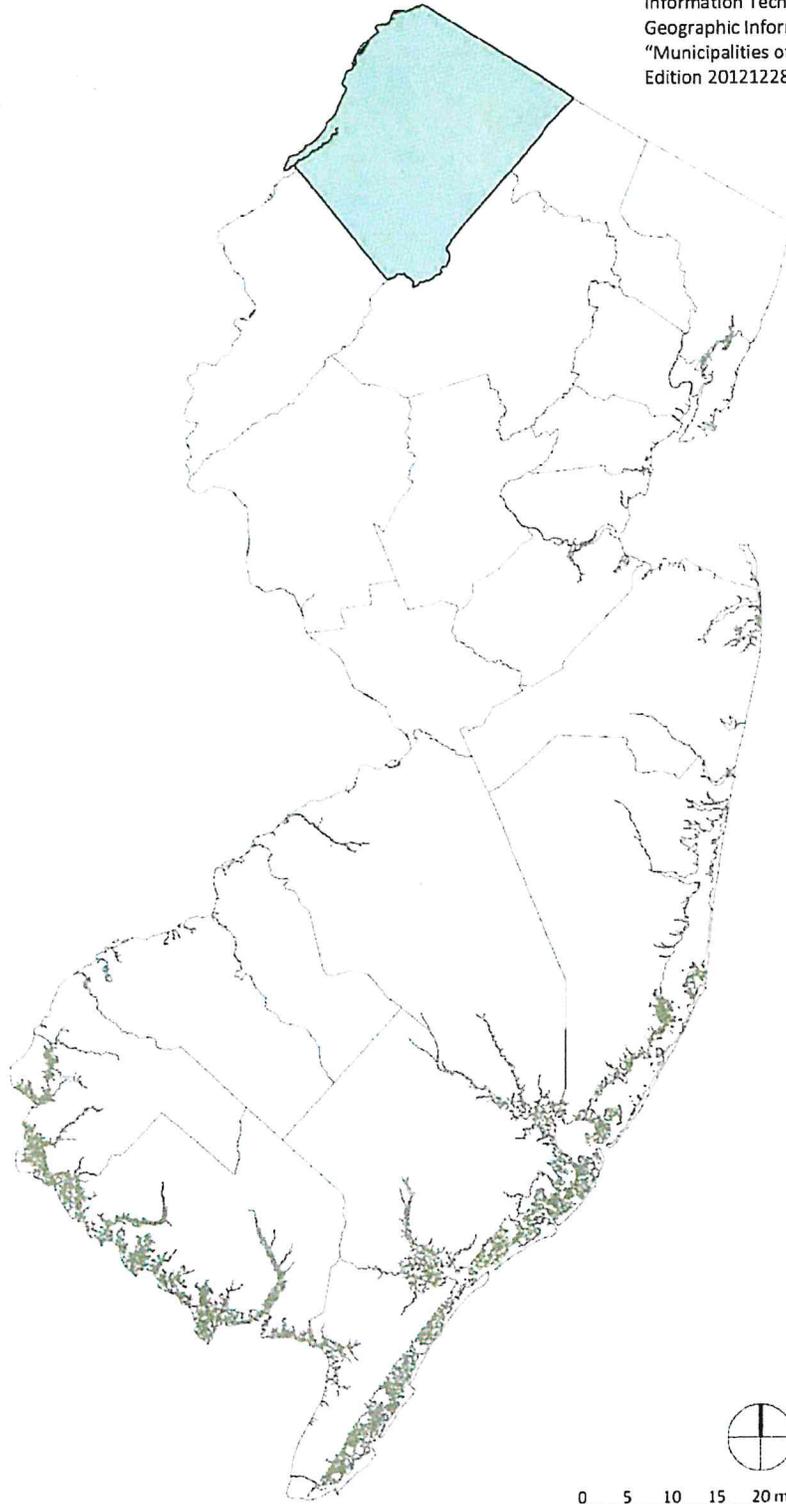
Where feasible, it is Newton's preference to implement nonstructural and low impact techniques for flood control, groundwater recharge and pollutant reduction before relying on structural methods. Trees and other vegetative cover reduce soil erosion and siltation, sequester pollutants, and improve soil permeability, thereby reducing the runoff of pollutant laden stormwater into surface water bodies and increasing groundwater recharge. Higher levels of tree canopy and vegetative cover are directly correlated to improved water quality and reduced risk of flooding.

The concentration of leaves in stormwater is known to contribute to the malfunction of drainage systems and an increase in potentially harmful nutrients in water bodies. To combat this, Newton has installed restrictive covers on storm drains along Town streets. Further, residents are required to manage fallen leaves and other vegetative debris in a manner that minimizes their entry into stormwater drainage systems.

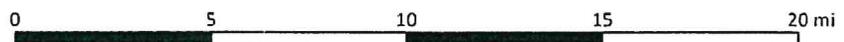
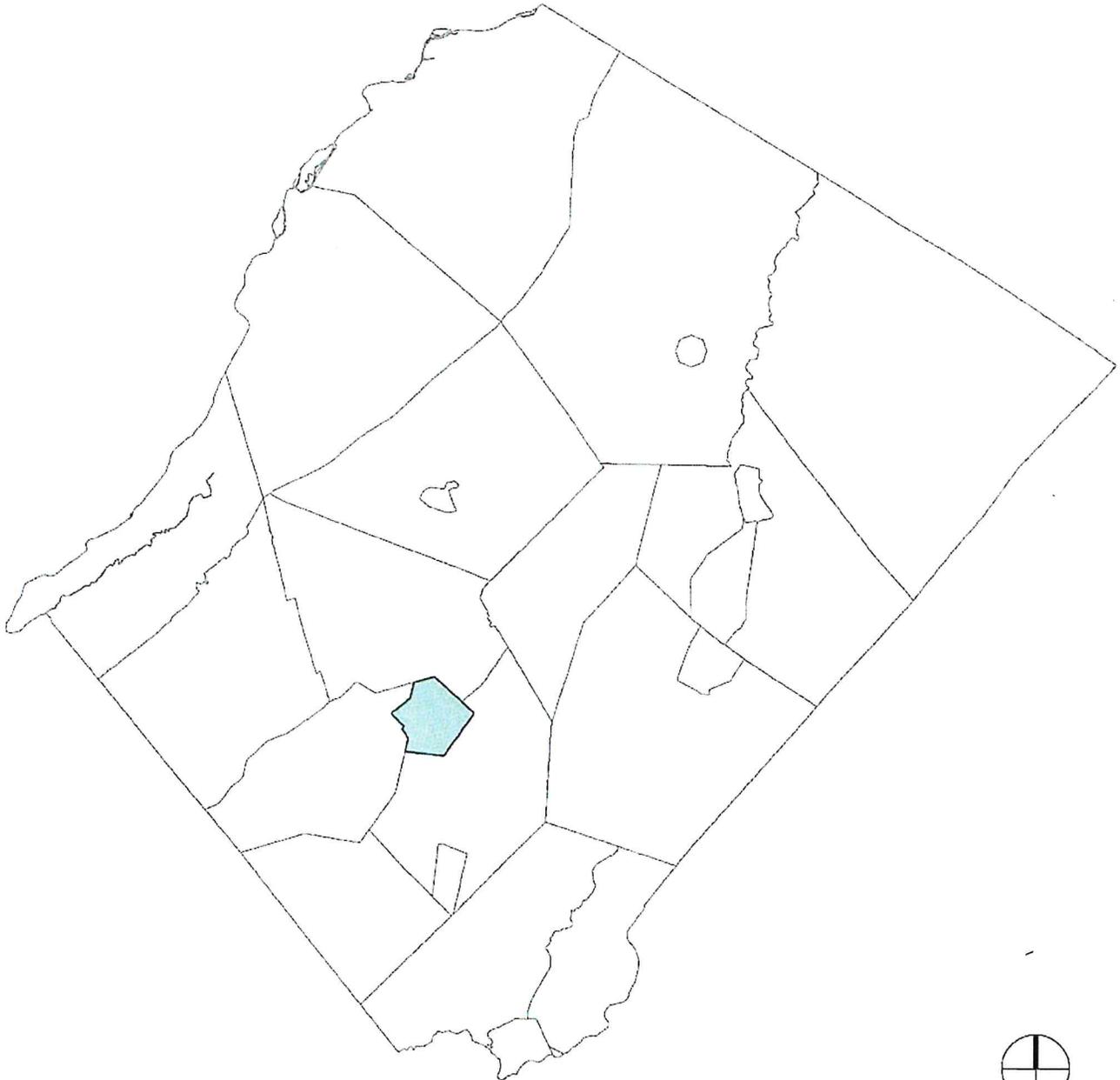
The Town encourages private property owners to preserve, plant and maintain trees, shrubs and other vegetation on their property to further reduce impervious groundcover, ensure efficient, natural drainage, reduce the risk and severity of flooding, and minimize the runoff of silt, nutrients, and pollutant laden stormwater into local water networks. The planting of low-maintenance landscapes that minimize pesticide and fertilizer usage is particularly recommended.

SUSSEX COUNTY LOCATION WITHIN NEW JERSEY

Counties map generated from the NJ Office of Information Technology (NJ OIT), Office of Geographic Information Systems (OGIS) "Municipalities of New Jersey (Clipped to Coast) Edition 20121228" data.

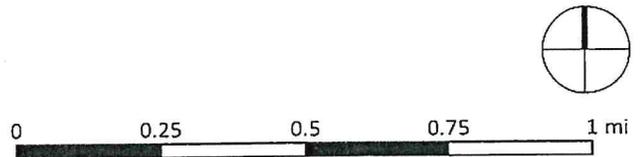


Municipalities map generated from the NJOIT, OGIS
"Municipalities of New Jersey (Clipped to Coast)
Edition 20121228" data (2012).



TOWN STREETS

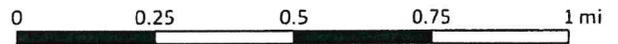
Streets map generated from the US Census Bureau "TIGER/Line Shapefile, 2014, state, New Jersey, Primary and Secondary Roads State-based Shapefile"; rails from the NJOT, OGIS "New Jersey Transit, PATH and PATCO Passenger Rail Station points, 2015 (NAD83, NJSP feet)". Municipal boundary generated from the NJOT, OGIS "Municipalities of New Jersey (Clipped to Coast) Edition 20121228" data (2012).



SATELLITE IMAGE

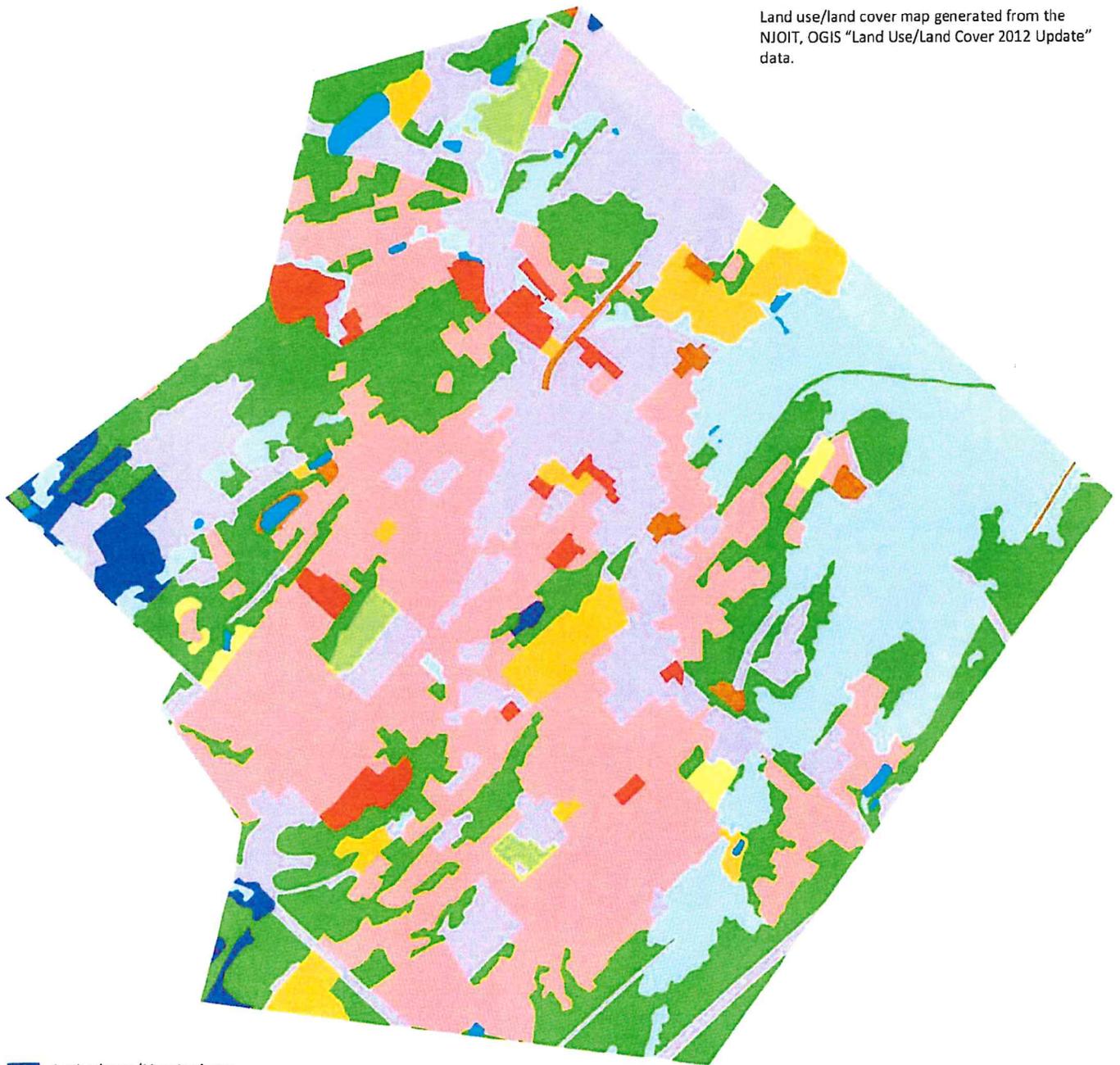
Satellite orthophotography courtesy of the NJIT, OGIS and US Geological Survey (collected 2015, published 2016).

Approximate boundaries of Shady Lane parcel highlighted in green.

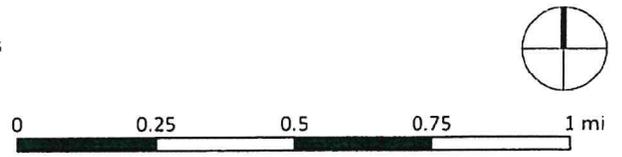


LAND USE / LAND COVER

Land use/land cover map generated from the NJOT, OGIS "Land Use/Land Cover 2012 Update" data.



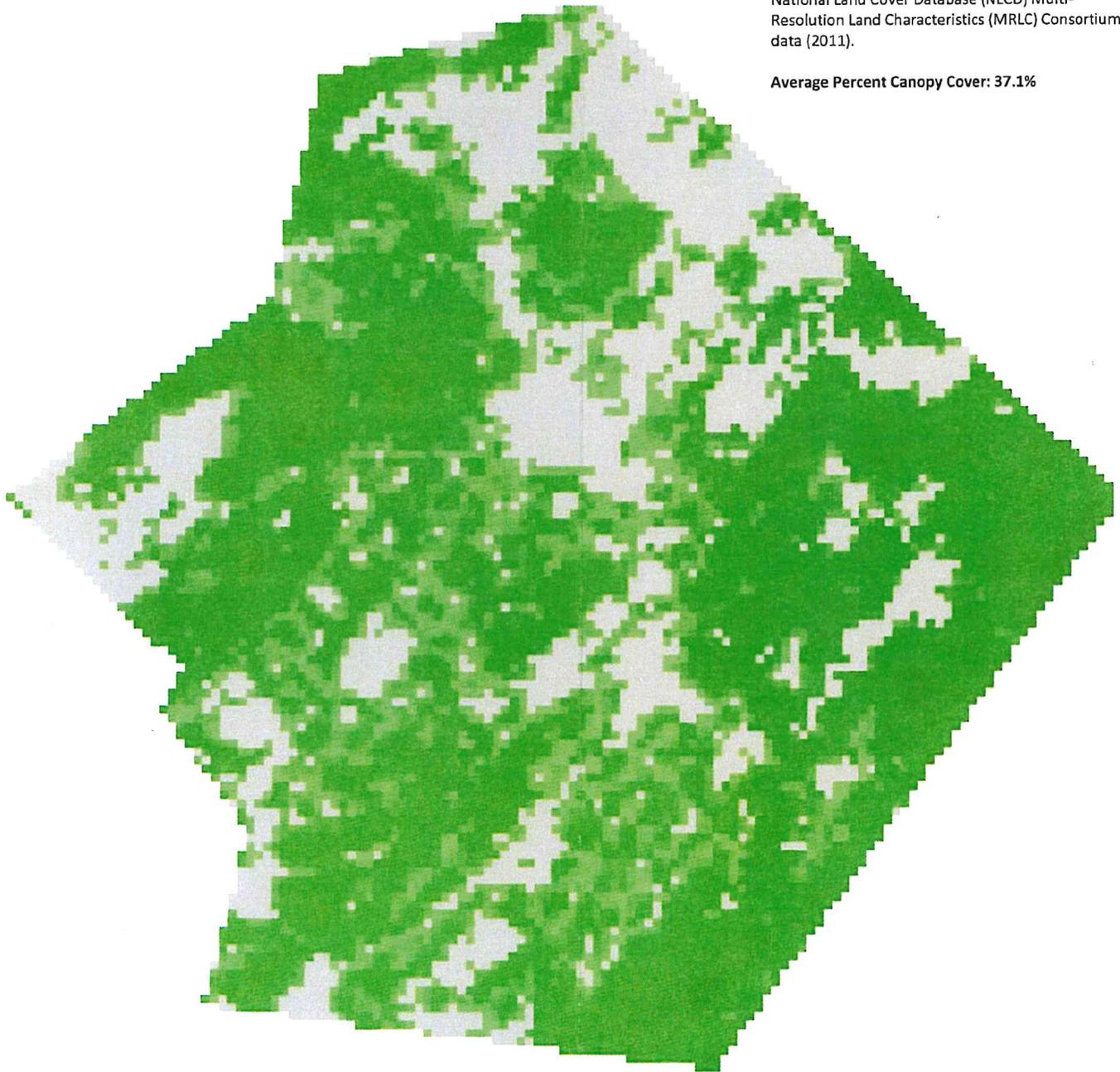
- | | |
|---|--|
|  Agriculture/Horticulture |  Residential, Medium-Low Density |
|  Athletic Fields (Schools) |  Transportation/Communication/Utilities |
|  Barren Land |  Other Urban or Built-Up Land |
|  Forest |  Water |
|  Recreational Land |  Wetlands |
|  Residential, High Density | |



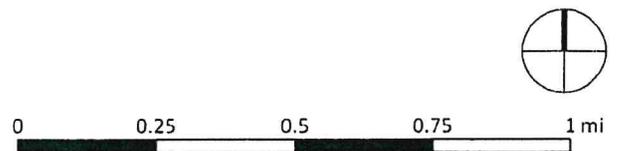
TREE CANOPY COVER

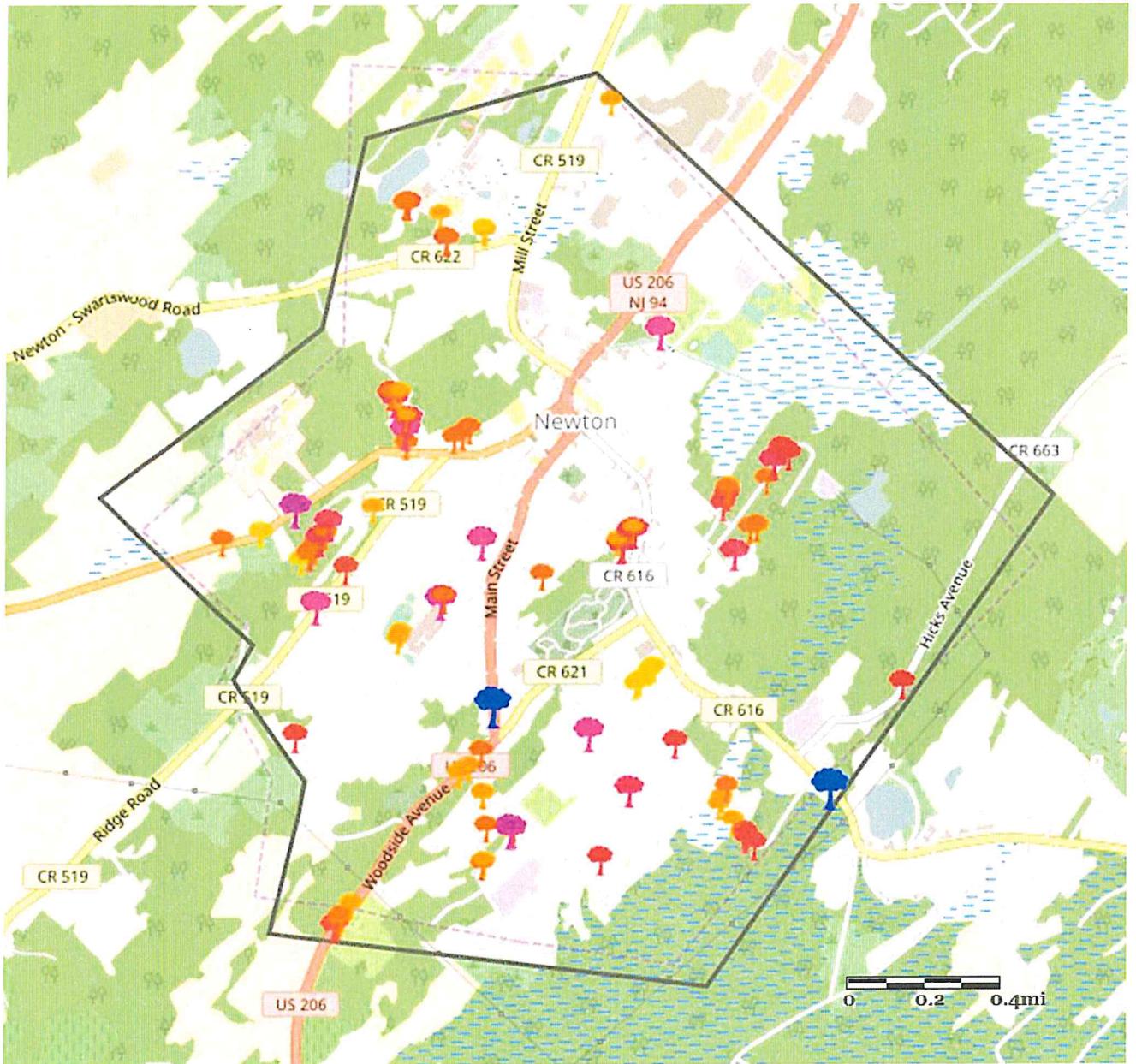
Percent canopy cover map generated from the National Land Cover Database (NLCD) Multi-Resolution Land Characteristics (MRLC) Consortium data (2011).

Average Percent Canopy Cover: 37.1%



-  0% Canopy
-  1% Canopy
-  50% Canopy
-  100% Canopy





Ash Size Categories

-  00-06 inches
-  06-12 inches
-  12-18 inches
-  18-24 inches
-  24-30 inches
-  30-36 inches
-  36-42 inches
-  42-48 inches
-  48+ inches

Municipal Border



Map from *EAB Rapid Ash Survey Report and Management Options* (October, 2015) prepared for the Town of Newton, Sussex County, NJ.

Project directed by Rutgers University, Urban Forestry Program and New Jersey Department of Environmental Protection, State Forestry Services.

Survey completed by Rapid Ash Survey Team.

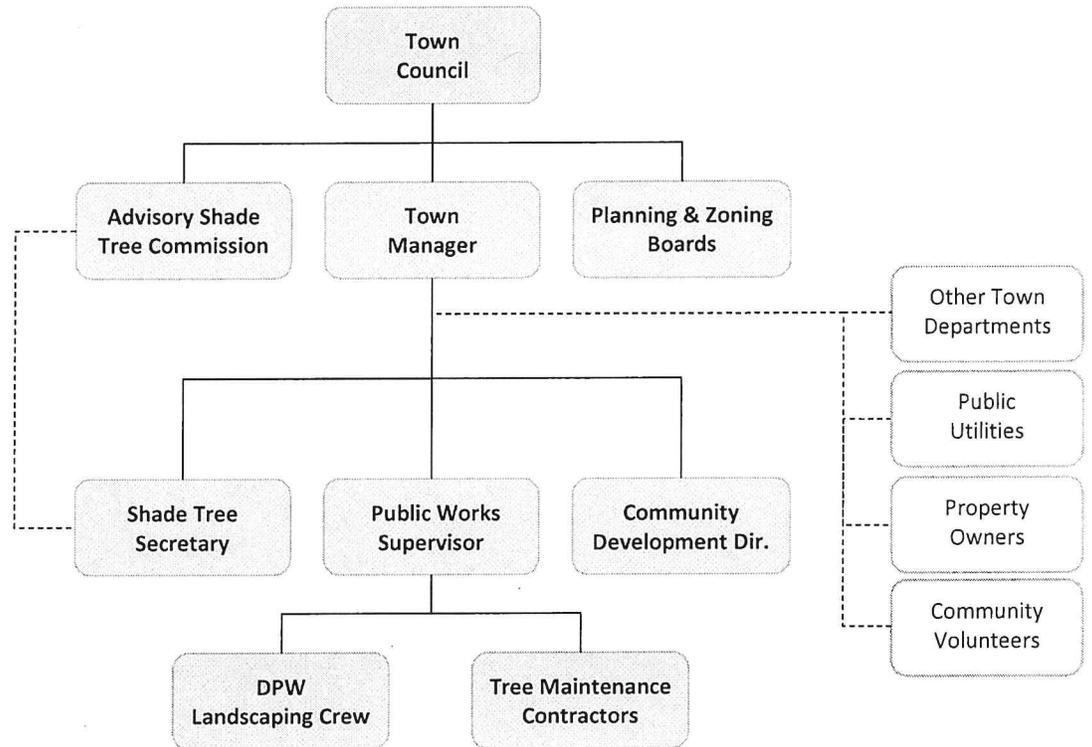
Map created by Vinny Viera, August 21, 2015.



SHADE TREE PROGRAM STRUCTURE

The Department of Public Works Supervisor is primarily responsible for enforcing Chapter 299 of the Code of the Town of Newton, *Trees*.

Administration of Newton’s Shade Tree Program, however, is a cooperative effort of the Town Council, the Town Manager, the Advisory Shade Tree Commission, the Department of Public Works, individual property owners, and others, as follows:



SHADE TREE PROGRAM RESPONSIBILITIES

1. *Town Council*

- a) The Town Council is responsible for appointing members to the Advisory Shade Tree Commission, as well as other Town boards and commissions.
- b) The Town Council has ultimate authority over the policies, procedures, and programs of Newton’s Shade Tree Program and is responsible for approving its budget and authorizing expenditures.

2. *Town Manager*

- a) The Town Manager serves as the chief executive and administrative official of the Town.
- b) The Town Manager is responsible for appointing and managing all Department heads.
- c) The Town Manager confirms that the Town follows all applicable laws in the procurement of personnel, resources and contractors.

3. *Advisory Shade Tree Commission*

- a) The Newton Advisory Shade Tree Commission is not a fully-empowered shade tree commission per N.J.S.A. 40 : 64-1 et seq.
- b) The Advisory Shade Tree Commission is responsible for recommending to the Town Council ordinances and various programs and projects relating to the planting, regulation, control, and maintenance of public trees within the Town of Newton.
- c) The Advisory Shade Tree Commission is comprised of five members, all of whom are resident volunteers appointed by the Town Council.
- d) The Commission Secretary is responsible for completing various administrative tasks relating to the Shade Tree Program and serving as a liaison between the Advisory Shade Tree Commission and the Town Council.

4. *Planning Board & Zoning Board of Adjustment*

- a) The Planning Board and Zoning Board of Adjustment are responsible for developing, implementing and enforcing various elements of the Town Master Plan and Town Code that relate to site development and the protection of natural resources.
- b) The Planning Board and Zoning Board of Adjustment periodically seek review and input regarding tree planting and protection on proposed projects from the Advisory Shade Tree Commission.

5. *Public Works Supervisor*

- a) The Public Works Supervisor is responsible for enforcing Chapter 299 of the Town Code, *Trees*.
- b) The Department of Public Works Landscape Crew occasionally performs certain tree maintenance tasks, including:
 - i) Emergency pruning and tree removal and road clearance.
 - ii) Pruning to ensure clearance for vehicular and pedestrian traffic and to maintain sufficient lines of sight.
 - iii) Tree planting and supplemental post-planting maintenance.

6. *Private Contractors*

- a) Private contractors are periodically hired under the direction of the Department of Public Works or the Advisory Shade Tree Commission to complete tree planting, pruning or removal work.
- b) Contractors hired by the Town are, within the terms of their agreement, responsible for:
 - i) Completing all work to the specifications of and under the direction of the Public Works Supervisor or the Advisory Shade Tree Commission 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 Town.

7. *Other Town Departments, Boards & Commissions*

- a) Other Town departments, boards and commissions contribute to the Shade Tree Program to the extent that they administer and implement Town ordinances, policies and procedures that directly or indirectly relate to the protection and management of public and private trees.
- b) The Code Enforcement Official is responsible for ensuring that property owners maintain their properties and Town trees adjacent to them in accordance with Town code and applicable standards.
- c) All departments notify the Department of Public Works of tree-related hazards or damage for emergency response.

8. 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 Town ordinances.
 - ii) Keeping the Town 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 Town or its owner.
 - v) Following all current and accepted arboricultural standards and practices.
 - vi) Assisting Town personnel and contractors in completing tree removal and maintenance work around their facilities, where necessary.

9. Property Owners

- a) Private property owners assist the Shade Tree Program to the extent that they:
 - i) Are, by ordinance (except those in the Central Business District), primarily responsible for maintaining Town trees growing in the public right-of-way adjacent to their property.
 - ii) Are encouraged to plant and properly care for trees on private property.
 - iii) Are required to comply with applicable Town ordinances.

10. Community Volunteers

- a) Volunteer groups and individuals are invited to assist the Newton's Shade Tree Program by contributing their ideas and expertise and participating in various projects and tasks.

**RELATED
ORDINANCES**

The following chapters of the *Code of the Town of Newton* directly or indirectly authorize, govern or relate to Newton's Shade Tree Program:

1. Chapter 3, Article XXXII, *Advisory Shade Tree Commission*, which establishes the Advisory Shade Tree Commission and defines its composition and responsibilities (*see Appendix*).
2. Chapter 240, *Land Subdivision and Site Plan Review*, which includes requirements and guiding principles for landscaping, vegetative buffers, tree protection, and replacement of trees removed in conjunction with development.
3. Chapter 297, *Tree Bank* which establishes a dedicated account for developer contributions made pursuant to the mitigation requirements of Chapter 204, as well as public and private donations, that are earmarked for new tree planting in the Town of Newton based on the recommendations of the Advisory Shade Tree Commission (*see Appendix*).
4. Chapter 299, *Trees*, which provides for the protection of public, Town-controlled trees and assigns responsibility for the removal of potentially dangerous public trees to the adjacent property owner, with the exception of trees in the Central Business District (*see Appendix*).
5. Chapter 320, *Zoning*, which contains standards and requirements for design, landscaping and the preservation of natural resources in conjunction with site planning.

**TREE
SERVICE
REQUEST
PROCEDURES**

Currently, private property owners are responsible for maintaining Town-owned trees growing within the right-of-way adjacent to their property.

As a result, property owners that contact the Town for public tree service are informed of their responsibility and that they must contract with a private tree service to complete the necessary work.

Should a property owner fail to complete work that is necessary to preserve public safety, the Department of Public works or their contractor may complete the work and charge the cost back to the owner.

Service requests relating to trees in Town parks and on Town properties are directed to and completed by the Department of Public Works.

Emergency work, such as storm damage or downed trees blocking the roadway, is completed immediately by the Department of Public Works.

**2018 – 2022
OBJECTIVES**

1. *Ongoing Administrative Programs*

a) *2018 – 2022*

- i) Continue implementing all administrative programs, policies, and procedures already in effect.**



Budget & Resources

OVERVIEW	<p>The following is a summary of the annual resources available to Newton’s Shade Tree Program, on average, in recent years.</p> <p>Objectives contained within this Plan will require resources beyond those currently available. The Town’s ability to fully satisfy these objectives may be dependent upon its ability to secure additional funding through internal or external sources.</p>
2010 – 2017 GRANTS RECEIVED	<p>During the 2010 – 2017 management period, the Town of Newton received the following grants to assist its Shade Tree Program:</p> <ol style="list-style-type: none"> 1. A \$3,000.00 Green Communities grant through the New Jersey Forest Service, which was used to retain a consulting arborist to assist in preparing this second five-year Community Forestry Management Plan.
EMPLOYEE SALARY & WAGES	<p>Town Manager Advisory Shade Tree Commission Secretary Department of Public Works Personnel</p> <p><i>Subtotal (total salary and benefits prorated by percent of time dedicated to the Shade Tree Program)</i> \$37,500.00</p>
OPERATIONS	<p>Contracted tree maintenance and removal</p> <p><i>Subtotal</i> \$7,000.00</p>
TOWN EQUIPMENT	<p>(1) Loader / Backhoe (3) Dump trucks (1) Mason dump truck Various saws Various small tools and safety wear</p> <p><i>Subtotal (estimated annual value based on value amortized over 5 – 15 year service life, plus annual maintenance, repairs, etc. and prorated by percent of time used by the Shade Tree Program)</i> \$8,100.00</p>

**TREE
PLANTING**

Contracted tree planting
Cost of trees and materials purchased and
installed by Town personnel

Subtotal **\$0.00**

**TREE WASTE
RECYCLING**

Disposal fees

Subtotal **\$9,000.00**

**VOLUNTEER
SERVICES**

Advisory Shade Tree Commission members
Other volunteers

Subtotal (150 hrs per year @ \$23.07) **\$3,460.50**

TOTALS

Town Resources **\$61,600.00**

Value of Volunteer Services **\$3,460.50**



Training & Professional Development

TRAINING & PROFESSIONAL DEVELOPMENT GOALS

1. Provide individuals within the Shade Tree Program with sufficient knowledge to make effective management decisions.
2. Ensure that tree inspections and hazard evaluations follow accepted standard procedures and that the results are objective, technically correct and consistent.
3. Ensure continuity in the overall level of knowledge and expertise within the Shade Tree Program as individuals leave the Program and new ones join.
4. Ensure that all tree maintenance and planting projects and tasks are planned and completed properly, in accordance with the latest scientific knowledge and current industry standards.
5. Satisfy the requirements of the New Jersey Shade Tree & Community Forestry Assistance Act, Training Skills & Accreditation Program without interruption.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. **Training Provisions & Funding**
 - a) The Town periodically offers training and professional development opportunities in arboriculture and urban forestry for employees and volunteers working within Newton's Shade Tree Program.
 - b) Employees of the Department of Public Works are provided with ongoing safety and related training.
 - c) The cost of training is, or will be, covered by the operating budgets of the Advisory Shade Tree Commission or the Department of Public Works, as appropriate. However, the objectives listed below will require a significant increase over current training allocations. The Town's ability to meet these objectives may fully depend upon the availability of external sources of funding.
2. **NJ Community Forestry's Training Skills & Accreditation Program**
 - a) At the time this Plan was prepared, four individuals active in Newton's Shade Tree Program had satisfied the CORE Training requirements of the New Jersey Shade Tree & Community Forestry Assistance Act Training Skills & Accreditation Program including:
 - i) (2) Town employees
 - ii) (0) Elected officials
 - iii) (2) Program volunteers
3. **Current Expertise, Licenses & Certifications**
 - a) The current Public Works Supervisor is a Certified Public Works Manager.
 - b) The current Advisory Shade Tree Commission Vice Chair is a retired Resource Conservationist with the USDA Natural Resource Conservation Service.
 - c) One current Advisory Shade Tree Commission is a licensed landscape architect with background in environmental planning and design.
4. **Recent Training**
 - a) Department of Public Works personnel annually attend the New Jersey Shade Tree Federation Annual Meeting, which provides seminars on a wide variety of urban forestry and arboriculture subjects.

- b) Department of Public Works employees regularly attend various training programs related to their job duties, such as safety training and equipment operation, and/or to maintain required certifications.

**CURRENT
TRAINING
NEEDS**

The Town has reevaluated its existing programs and personnel and identified the following areas in which training is currently needed or desired.

1. Ongoing advanced level tree hazard identification and assessment training for Advisory Shade Tree Commission members and Department of Public Works personnel.
2. Tree pruning training for Department of Public Works personnel with emphasis on structural pruning and crown raising for street trees.
3. Procedures for conducting and effectively utilizing municipal tree inventories.
4. Emerald ash borer identification and management.
5. Planting site analysis and tree species selection for Advisory Shade Tree Commission members.
6. Ongoing electrical hazard awareness and general tree worker safety for Department of Public Works personnel.

**2018 – 2022
OBJECTIVES**

1. *Ongoing Training Programs*

a) *2018 – 2022*

- 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 Town 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 all new Advisory Shade Tree Commission members and other individuals, as necessary to maintain compliance with New Jersey Shade Tree & Community Forestry Assistance Act requirements.

3. *Emerald Ash Borer Identification*

a) *January – December 2018*

- i) Train Department of Public Works personnel, Advisory Shade Tree Commission members, local tree and landscape professionals, and interested residents to identify and properly report emerald ash borer infestations.

4. *Tree Hazard Evaluation Training*

a) *January – December 2019*

- i) Train at least two individuals actively involved in the Newton's Shade Tree Program to advance their abilities to recognize and evaluate potential tree hazards using the latest information and techniques. Preference will be given to advanced level instruction via available classroom programs or an in-house program led by a qualified expert.

5. Young Tree Pruning Training

a) January – December 2021

- i) Train at least two Department of Public Works employees and two Advisory Shade Tree Commission members in pruning of 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.
- ii) To the extent feasible, preference will be given to an in-house, hands-on training session by a NJ Certified Tree Expert.

6. Planting Site Analysis & Species Selection Training

a) January – December 2022

- i) Train at least two Advisory Shade Tree Commission members in pre-planting site analysis, species selection and tree placement. Critical issues to be covered include:
 - Selecting species whose site requirements and growth characteristics suit the existing site conditions.
 - Recognizing potential root zone and above-ground restrictions and conflicts.
 - Identifying suitable sites for larger shade tree species versus smaller ornamentals.
 - Evaluating soil structure and drainage.
 - Selecting an appropriate mix of species that will maximize long-term health and stability in the tree population while minimizing maintenance demands.
 - Minimizing the use of aggressively invasive exotic species.



Public Education, Awareness & Outreach

PUBLIC EDUCATION, AWARENESS & OUTREACH GOALS

1. Improve and maintain public interest and support for Newton's Shade Tree Program.
2. Encourage citizens to volunteer and assist in promoting and completing various programs and projects, protecting public trees, and beautifying Newton.
3. Promote the planting, protection and proper care of trees on private property for the benefit of the entire community.
4. Educate citizens in the importance of environmental stewardship.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. **Arbor Day**
 - a) Formal Arbor Day celebrations have been held annually in Newton since 2012. Prior to 2012, Arbor Day programs were held periodically.
 - b) Recent Arbor Day celebrations have been held at the Town's Memory Park, Town Pool or Sussex County Community College and included tree planting ceremonies attended by Town dignitaries, the Advisory Shade Tree Commission, the college administration, local school children, and the Newton Boy Scout Troop.
2. **Tree City USA**
 - a) The Town of Newton has been designated as a Tree City USA by the National Arbor Day Foundation since 2012.
3. **Media**
 - a) Local media covered the Town's first Tree City USA award in 2012 and other Shade Tree Program projects and achievements in newspapers and online. In addition, newspapers and a radio station covered the Town's giveaway of 200 tree seedlings, courtesy of the New Jersey Forest Service, to residents.
 - b) A dedicated Shade Tree Commission page was established on the Town's official website and the 2010 – 2014 Community Forestry Management Plan was posted for downloading and review by residents, along with meeting information, Commission agendas and minutes, and other information.

2018 – 2022 OBJECTIVES

1. **Ongoing Public Education, Awareness & Outreach Programs**
 - a) **2018 – 2022**
 - i) Continue all existing public education, awareness and outreach programs listed above on a regular basis.
2. **Annual Arbor Day Programs**
 - a) **January – April, Annually**
 - i) Continue to organize and conduct annual Arbor Day celebrations.
 - Continue to seek assistance from local civic groups, the Board of Education, 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 Town's Shade Tree Program and maintenance of the collective community forest in general.

3. *Tree City USA*

a) *October – December, Annually*

- i) Continue to submit the annual application for designation as a Tree City USA through the National Arbor Day Foundation.
- ii) Submit applications for the Tree City USA Growth Award when eligibility requirements have been met.
- iii) Continue to advertise the designation throughout the Town and in public relations materials (road signs, plaques, truck decals, stationary logo, etc.).

4. *Shade Tree Program Web Page*

a) *July – December 2018*

- i) Expand the Advisory Shade Tree Commission page on the official Newton website (www.newtontownhall.com) as an additional avenue for disseminating education, awareness and outreach information.
 - Develop the page in a manner that provides space for both static information (e.g. Shade Tree Program contact information, ordinance information, service and planting request procedures, etc.) and space that can be readily updated with more timely information (calendar of events, summary of recent activities, rotating educational articles and tree maintenance tips, calls for volunteers, etc.).
 - Include timely information regarding current tree and forest health concerns including emerald ash borer, Asian Longhorn beetle, bacterial leaf scorch, oak wilt, drought, summer shedding of bark on London planetree and sycamore, etc. and recommendations for treatment.

b) *2019 – 2022*

- i) Update the web page regularly to keep the information current and of interest to the general public.



TREE INVENTORY & ASSESSMENT GOALS

1. Provide accurate baseline information regarding the Town’s shade tree resources upon which technically sound management decisions can be based.
2. Provide the data necessary for establishing or improving proactive tree planting, maintenance, and hazard identification and abatement programs that are both effective and cost-efficient.
3. Provide a basis for monitoring and evaluating changes in the Town’s tree population, the impact of management efforts over time, and progress toward the overall goals of the Shade Tree Program.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. **Existing Tree Inventory & Assessment**
 - a) The Newton Advisory Shade Tree Commission conducted a survey of its existing street tree population in 2000 – 2001. A summary of findings resulting from the street tree survey is provided on page 6 under *Current Public Tree Assessment*.
 - b) The Town currently lacks a comprehensive inventory and assessment of trees in Town parks and on Town-owned properties.
2. **Ash Tree Inventory**
 - a) In 2015, the Rapid Ash Survey Team of Rutgers University in cooperation with the NJ Department of Environmental Protection, the NJ Forest Service, NJ Department of Agriculture, USDA Animal and Plant Health Inspection Service, and NJ Office of Information Technology included the Town of Newton in its statewide survey to assess the likely impacts and mitigation costs associated with impending emerald ash borer infestations.
 - b) The resulting survey report estimates that the Town of Newton has 108 public ash trees with an average trunk diameter of 16-inches.
3. **Shady Lane Woodlot**
 - a) In 2015, the Advisory Shade Tree Commission conducted an informal assessment of a 10+ acre tract of undeveloped forest owned by the Town. Key findings of this effort include:
 - i) The forest is comprised predominantly of upland species indigenous to the area.
 - ii) The forest forms a somewhat sparse canopy over the entire site.
 - iii) Age of the trees is primarily young-mature to mature.
 - iv) The understory of the forest has been heavily browsed by deer, severely reducing the ecosystem benefits that the shrub and ground layer vegetation would normally provide.

2018 – 2022 OBJECTIVES

1. **Tree Canopy and Land Cover Analysis**
 - a) *April – September 2019*
 - i) Hire an experienced professional consultant to characterize and perform an assessment of the benefits of Newton’s urban forest.
 - Characterize and evaluate urban forest canopy cover across the entire Town, including both public and private lands, and estimate its atmospheric benefits.

- Assess the total size and relative percentage of land in Newton with various cover types.

2. *Tree Inventory & Assessment*

a) *April – September 2020*

- i) Develop plans to conduct an inventory and assessment of Newton’s public tree resources. In developing these plans, consideration must be given to:
 - The type and extent of inventory that is necessary and appropriate – a complete, self-updating computerized inventory of every individual tree and available planting site, a less expensive, but non-updateable sample-based inventory, an aerial photo survey and interpretation, or a simple, one time survey designed to identify general trends and needs and potentially hazardous trees that require immediate attention.
 - Whether to include all trees in Town parks and on Town properties in addition to street trees.
 - If trees other than street trees are to be inventoried, when, to what extent and by what means.
 - Whether to integrate the inventory with the Town’s GIS system.
 - Whether to collect inventory data with in-house employees and volunteers, a contracted consultant or a combination of the two.
 - The data parameters to be collected and criteria to be used.
 - If an updatable computerized inventory is selected, who will maintain and update the data and how it will be used.
 - Sources of funding for completing the inventory including existing budgets, grants, and other sources.

b) *October – December 2020*

- i) If a complete, computerized inventory is selected, investigate computer systems for storing and using the inventory data. Primary considerations in selecting a system will be its ability to:
 - Store and handle records for 8,000+ 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.
 - Assist in monitoring and evaluating progress toward the Overall Program Goals of this Plan.
 - 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 Town’s Shade Tree Program.
- ii) If a sample or survey based inventory system is selected, investigate and evaluate various systems for acquiring the necessary information as accurately and cost-efficiently as possible. Specifically, the selected system should be capable of providing accurate information regarding:
 - The total number of trees and available planting sites.
 - Current genus and species composition within the tree population.
 - The size and age composition of the tree population.
 - An assessment of the current condition of various classes of trees by area, species, and age.
 - Existing maintenance needs by maintenance type, priority level and tree size for development of future budgets.
 - Information regarding planting needs in various areas of the Town based on existing tree canopy cover, remaining life-expectancy of the existing trees, etc.

c) *January – March 2021*

- 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 (depending upon plans developed in #1a above) to complete data collection. This will require preparing procedures, data collection forms, training, etc. if in-house employees and volunteers are used.

d) *April – June 2021*

- 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 2021*

- i) Complete field data collection, as appropriate. Adjust timing if employees and volunteers are used versus a hired consultant.
- ii) Complete data entry concurrently, if appropriate.

3. *Shady Lane Forest Resource Inventory & Assessment*

a) *April – September 2022*

- i) Conduct a detailed assessment of the 10+ acre Shady Lane woodlot that includes data collection and analyses for a variety of key parameters including species composition, stand density, size and age distribution, and forest health for both the canopy trees and understory layers.
- ii) Develop and present to the Town Council recommendations for improving the condition of the forest, including potential supplemental planting and protection of the deer-impacted understory, in a manner that is consistent with Town goals for the property and potential passive recreation opportunities.



TREE HAZARD MANAGEMENT GOALS

1. Minimize the risk of trees to public safety.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. ***Tree Hazard Identification***

- a) Potentially hazardous tree conditions are currently identified via:
 - i) In the case of street trees, adjacent property owners who are ultimately responsible for maintaining Town trees in a safe condition.
 - ii) In the case of the street trees, the Code Enforcement Official, who is responsible for notifying property owners of the need to correct potentially hazardous conditions, when noted.
 - iii) Semi-annual surveys of street conditions by the Department of Public Works Supervisor.
 - iv) Ongoing observations by Department of Public Works and other Town personnel during the course of their daily activities.

2. ***Tree Hazard Abatement***

- a) Adjacent property owners are currently responsible for correcting hazardous conditions on their own, or upon notice from the Code Enforcement Officer.
- b) The Department of Public Works or their contractor may complete hazard abatement work when the property owner, after receiving notice, fails to comply. The cost of this work is charged back to the property owner.
- c) Certain emergency work, such as clearing roads of downed trees, is completed by the Department of Public Works.

3. ***Record-Keeping***

- a) Records of work completed are maintained via Department of Public Works work logs, by the Code Enforcement Officer, or the adjacent property owner.

2018 – 2022 OBJECTIVES

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

- a) ***2018 – 2022***
 - 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.
 - iii) Continually strive to improve the Town's ability to identify and mitigate potentially hazardous conditions as new programs and procedures outlined in this Plan are implemented.

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

- a) *See Training & Professional Development, Objective #4.*



TREE PLANTING GOALS

1. Reforest the Town and perpetuate the public tree resource at maximum practical stocking (the maximum number of trees that is appropriate for the community design and that the Town can effectively manage within its means).
2. Improve aesthetic appeal, seasonal variation, and physical and social benefits to adjacent properties, neighborhoods and the Town as a whole.
3. Minimize future maintenance needs and costs.
4. Optimize species diversity to help insulate the tree population from catastrophic losses to species-specific insects and diseases.
5. Optimize age diversity so that the number of trees requiring removal and replacement due to advanced age is consistent from year to year.
6. Minimize conflicts between trees and sidewalks, buildings, utilities, and other public and private fixtures.
7. Minimize the introduction and spread of invasive exotic species.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. *Planting Jurisdiction*

- a) The Town of Newton periodically plants trees:
 - i) In Town rights-of-way.
 - ii) In Town parks.
 - iii) On Town-owned properties.
 - iv) On Newton school properties.

2. *Planting vs. Removal Ratio*

- a) The Town has planted an average of less than five public street trees per year over the past several years. Little or no planting was completed for many year prior to 2000.
- b) Several hundred new trees have been planted in the Town park and adjacent natural areas as part of special projects completed in cooperation and with funding from the Nature Conservancy and Sussex County Municipal Utility Authority's Walkkill River Watershed Management Group
- c) The number of public trees removed during this same time period is not known because property owners are responsible for contracting for the removal of dead and structurally defective Town trees growing adjacent to their property and ordinance requirements for first obtaining a permit have not been consistently enforced.
- d) Based on the findings of the 2000 – 2001 street tree survey by the Advisory Shade Tree Commission and observations made since, it is clear that tree removal has greatly exceeded planting for many years resulting in a severe net loss of tree cover. It is also clear that this trend will continue as existing removal needs are addressed unless there is a dramatic increase in planting.

3. *Planting Location & Tree Placement*

- a) Planting sites are currently identified via:

- i) Inspection of proposed planting project areas by Advisory Shade Tree Commission members.
 - ii) Requests by adjacent property owners.
 - iii) Street tree survey data.
- b) All new street trees planted by the Town are planted within the public right-of-way.
 - i) Trees are placed either inside or outside the sidewalk, depending upon available space and location of utilities, driveways, signage, and other conflicts and restrictions.
 - ii) Trees are generally not planted by the Town where there are objections from the adjacent property owner.
- c) Tree placement and spacing is determined:
 - i) By the Advisory Shade Tree Commission in cooperation with the Department of Public Works Supervisor.
 - ii) In accordance with standard guidelines to minimize future conflicts with buildings, site lines, overhead and underground utilities, signage, etc. and to permit proper tree development.

4. *Species Selection*

- a) Species are selected:
 - i) By the Advisory Shade Tree Commission.
 - ii) In accordance with goals for increasing Town-wide species diversity.
 - iii) Based on suitability to the site's growing conditions and restrictions.
 - iv) Based on ornamental attributes, expected performance, and expected maintenance needs.

5. *Tree Supply & Installation*

- a) Typically, trees are purchased by the Advisory Shade Tree Commission and planted by Department of Public Works personnel.
- b) Occasionally, trees are furnished and installed by a private planting contractor hired by the Town.
- c) In the past, a small number of trees have been provided by the Sussex County Shade Tree Commission for planting on County Roads by Newton Department of Public Works personnel. Additional trees have been furnished by other organizations, such as the Nature Conservancy in cooperation with the Sussex County Municipal Utility Authority's Wallkill River Watershed Management Group for special projects.

6. *Post-Planting Care*

- a) New street trees are irrigated by adjacent property owners according to written care instructions provided by the Newton Advisory Shade Tree Commission.
- b) Supplemental watering, stake removal and mulching are provided by the Department of Public Works personnel.
- c) For certain projects, developmental pruning of young trees will be provided by the Department of Public Works under the direction of the Advisory Shade Tree Commission.
- d) Plantings completed by private contractors are covered by a standard one-year guarantee.

7. *Funding & Sources*

- a) The cost of trees purchased by the Advisory Shade Tree Commission and contracted planting services are funded by its operating budget.
- b) The cost of tree installation by the Department of Public Works is covered by its payroll budget.

- c) New Jersey Forest Service Tree Planting Grant funds were obtained to subsidize planting in 2000. No additional planting grant funds have been received by the Town since 2000.

1. Ongoing Tree Planting Programs

a) *2018 – 2022*

- i) Continue implementing all existing tree planting programs.
- ii) Continue to analyze changes in the species and age composition of the public tree population and select species and schedule planting to improve and maintain appropriate species and age diversity.

2. Annual Tree Planting Program Funding

a) *2018 – 2022*

- i) Continue to stress to the Town Council the critical importance of consistent annual replanting to increase and perpetuate the Town's public tree population and canopy cover.
- ii) Support annual budget requests with the results of the Tree Canopy and Land Cover Analysis once it is complete, lists of tree planting requests from Town residents, lists of vacant planting sites (if identified), and documentation of the benefits of trees in reducing energy consumption and improving air quality (if available).

b) *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 public tree planting projects.
- ii) When available, apply for grant funding to supplement the Town's tree planting budget.

c) *January – June 2019*

- 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 Town.

d) *July – December 2019, 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 Town 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 Newton's public tree population.
2. Maximize the service life of existing trees.
3. Maximize the cost-efficiency of tree maintenance activities.
4. Optimize the balance between the benefits that trees provide to the community and the cost of maintaining them.
5. Minimize potentially hazardous conditions and maintain public safety.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. *Tree Maintenance Jurisdiction*

- a) Town ordinance and recent policies and practices place full responsibility for the maintenance of public street trees on the adjacent property owners.
 - i) The only exception to this is trees in the Central Business District, which are maintained by the Town.
 - ii) Occasionally, the Town will complete necessary pruning or removal of Town-owned street trees where there is an emergency or an imminent hazard and the property owner has failed to act. The cost of completing this work is charged back to the adjacent property owner.
- b) Trees in parks and on other public properties are maintained by the Town.
- c) By ordinance, property owners must obtain a written permit from the Public Works Supervisor prior to removing, pruning or otherwise treating any public tree. However, this requirement is not currently enforced by the Town.
- d) Trees in County rights-of-way and on County-owned properties are under the Jurisdiction of the Sussex County Shade Tree Commission and maintained by the County.

2. *In-House Crews*

- a) The Town of Newton currently has one, two-person Landscape Crew within the Department of Public Works. This crew completes various tree maintenance tasks on an occasional basis. Additional Department of Public Works personnel may assist the Landscape Crew, when necessary.

3. *Private Contractors*

- a) Private tree maintenance firms are periodically hired to complete tree pruning, removal and other maintenance tasks that require equipment, manpower or skills that the Department of Public Works cannot provide.
- b) Private tree maintenance contractors are routinely hired by private property owners to complete tree pruning, removal and other maintenance tasks on Town-owned trees adjacent to their properties.
- c) Private tree maintenance contractors hired by Jersey Central Power & Light and other utility firms occasionally prune Town trees to maintain clearance to their overhead facilities.

4. *Inter-Local & Mutual Assistance Agreements*

- a) The Town currently lacks mutual assistance agreements with neighboring municipalities for the sharing of equipment and personnel for tree maintenance.

5. *Systematic Maintenance Programs*

- a) The Town currently lacks a program for the systematic pruning and maintenance of its existing public trees. The fact that each owner is individually responsible for maintaining the public street trees adjacent to their property will severely complicate the implementation of a much needed, proactive maintenance program.
- b) The Department of Public Works periodically completes area-wide street crown raising pruning to provide clearance for its snowplows and other vehicles.

6. *Work Identification, Prioritization & Scheduling*

- a) With the exception of street trees in the Central Business District, individual property owners are responsible for maintaining public street trees adjacent to their property.
 - i) Based on the ongoing observations of the Advisory Shade Tree Commission and observations made in conjunction with the preparation of this Community Forestry Management Plan, it appears that most trees are not being adequately maintained.
 - ii) It is the impression of the Advisory Shade Tree Commission that many property owners are not aware of their responsibilities for maintaining the public street trees or what that maintenance should entail.
- b) When street tree maintenance needs are identified by the Code Enforcement Officer or the Public Works Supervisor, official notice is delivered to the adjacent property owner. If they fail to act, the Department of Public Works or their contractor will complete the work and the cost is charged back to the property owner.
- c) Maintenance needs for street trees within the Central Business District, trees in Town parks, and trees on Town properties are identified by the Department of Public Works personnel in the course of their ongoing maintenance activities.
- d) Emergency work, such as in the case of storm damage or downed trees that are blocking roadways, is completed immediately by the Department of Public Works.

7. *Tree Removal*

- a) By ordinance, public trees may not be removed without written permission from the Public Works Supervisor.
- b) The number of Town trees removed in the past is not known.

8. *Plant Health Care & Specialty Treatments*

- a) Plant health care and other specialty treatments such as insect and disease controls and fertilization, are generally not completed by the Town of Newton.
- b) Adjacent property owners may provide such treatments for Town trees after obtaining a permit from the Public Works Supervisor.
- c) Irrigation and mulching are completed on a limited basis by the Department of Public Works and adjacent property owners, primarily for newly planted trees.

9. *Sidewalk Maintenance*

- a) Currently, adjacent property owners are responsible for maintaining sidewalks in the Town right-of-way, including repairing or replacing them when damaged by Town trees.

10. *Funding*

- a) The cost of street tree maintenance work completed by, or on behalf of, adjacent property owners is borne by the property owner.

2018 – 2022
OBJECTIVES

- b) The maintenance of trees in the Central Business District, in Town parks, and on Town properties, as well as any Town-initiated projects (e.g. street-wide crown raising pruning) by the Department of Public Works Crews or their contractors is funded by the Department of Public Works operating budget.

1. **Ongoing Tree Maintenance Programs**

a) *2018 – 2022*

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

2. **Emerald Ash Borer Treatments**

a) *January – June 2018*

- i) Identify existing Town-owned ash trees by location, size and current condition.
- ii) If deemed feasible and appropriate, develop a plan for treating a subset of the healthy Town-owned ash trees to prevent emerald ash borer infestation where their value justifies the cost of treatment.

b) *2018 – 2022*

- i) Begin and continue systematic treatment of chosen ash trees on an annual or biannual basis, as appropriate based on the chosen treatment methods.

3. **Structural Pruning for Young Trees**

a) *July – September 2021*

- i) Develop a project to provide structural pruning for trees planted in recent years. Such pruning is a very cost effective way to ensure the development of good form and sound structure as trees mature, minimize future pruning needs, and minimize the development of potentially hazardous structural defects.
- ii) To the extent feasible, some or all of this project may be completed in-house in conjunction with in-house training in this specialized type of pruning by a qualified certified arborist (*see Training & Professional Development, Objective #5*)
- iii) Development of this project will require:
 - Scouting, identifying, and prioritizing the trees to be pruned. Generally, trees 3" – 6" in diameter will be targeted with priority given to trees in higher use areas and/or which exhibit the greatest need.
 - Developing technically sound pruning objectives and specifications in accordance with the ANSI A300 Pruning Standard for "Young Tree Pruning."
 - If appropriate, developing specifications for correcting root collar disorders such as girdling roots, deep planting, etc.
 - Ensuring that the appropriate Department of Public Works employees have received the necessary training to successfully complete this specialized objective.

b) *October – December 2021*

- i) Complete the Developmental Pruning project for recently planted trees throughout the Town, as appropriate.



TREE WASTE RECYCLING GOALS

1. Minimize the cost of tree waste disposal to the Town.
2. Produce beneficial recycled products for use on public and private lands by the Town and its residents.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. **Recycling Facilities**
 - a) The Town of Newton currently lacks a facility for recycling tree waste materials and distributing the resulting recycled products.
2. **Material Processing, Use & Distribution**
 - a) *Leaves*
 - i) Leaves are collected by the Town and delivered to the Sussex County Municipal Utilities Authority or a commercial recycling facility for composting.
 - ii) The resulting compost is made available to various markets for use as a soil conditioner and a component of manufactured topsoil.
 - b) *Wood Chips*
 - i) Wood chips generated by contractors working for the Town are removed and recycled by the contractor in an appropriate manner.
 - c) *Bulk Wood & Brush*
 - i) Bulk wood and brush generated by Department of Public Works crews is:
 - Made available to residents for firewood at the Town recycling center.
 - Delivered to the Sussex County Municipal Utilities Authority or a commercial facility for processing into landscape mulch and other waste wood products.
 - ii) Bulk wood generated by contractors working within Newton is removed and recycled by the contractor.
3. **Recycling Income**
 - a) Currently, no income is generated from the sale of vegetative wastes or recycled products.

2018 – 2022 OBJECTIVES

1. **Ongoing Tree Waste Recycling Programs**
 - a) *2018 – 2022*
 - i) Continue implementing all existing tree waste recycling programs, policies and procedures.



TREE CARE DISASTER PLAN GOALS

1. Minimize the risk of future tree-related damage and widespread tree losses caused by weather, disease, and other forces.
2. Ensure that the Town is prepared to respond immediately to tree-related emergencies and disasters in a prompt and effective manner.
3. Provide the Town with a viable plan to repair or replace widespread tree damage or losses.

EXISTING PROGRAMS, POLICIES & PROCEDURES

1. *Tree Emergency & Disaster Threats*

- a) Severe weather, particularly wind and ice, remains the most serious threat to the Town of Newton's tree population. The impact of weather events over the past five years, particularly Hurricane Irene in August 2011 and Superstorm Sandy in 2012 – were significant.
- b) In addition to the threat to the trees themselves, widespread tree failures pose a serious threat to electrical service, communications, and the Town'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) Emerald ash borer, which is now present in New Jersey and expected to infest all parts of the state in the near future.
 - ii) The continued threat of Asian longhorned beetle infestation in maples, elms, planetrees, and several other species due to Newton's relative proximity to existing infestation sites in the New York and New Jersey metropolitan area.
 - iii) Bacterial leaf scorch and its apparent spread throughout New Jersey.
 - iv) The recent arrival of oak wilt disease in the New York and New Jersey metropolitan area.

2. *Emerald Ash Borer Impact Assessment*

- a) In 2015, the Rapid Ash Survey Team of Rutgers University in cooperation with the NJ Department of Environmental Protection, the NJ Forest Service, NJ Department of Agriculture, USDA Animal and Plant Health Inspection Service, and NJ Office of Information Technology included the Town of Newton in its statewide survey to assess the likely impacts and mitigation costs associated with impending emerald ash borer infestations.
- b) The resulting survey report estimates that the Town of Newton has 108 public ash trees with an average trunk diameter of 16-inches and that estimated cost impact of various management scenarios ranges from \$118,324.00 to \$175,220.00 (*see map on page 14*).

3. *Wildfire Protection*

- a) Wildfire is not currently considered to be a significant threat in the Town of Newton at this time and no existing wildfire management plans are currently in effect.

4. *Existing Emergency & Disaster Plans*

- a) The *Town of Newton Emergency Management Plan* outlines procedures for vital services and cooperative efforts between all Town departments during any emergency or disaster.

- b) Newton currently lacks a formal plan specific to the repair and replacement of widespread tree damage and losses beyond initial emergency response efforts; the development and implementation of such a plan is beyond the Town's means at this time. However, it is believed that technically sound and responsible planting, preventive maintenance and hazard identification and abatement efforts described elsewhere in this Plan will, over the long term, help insulate the Town against catastrophic losses.

5. *Emergency Response*

- a) The Department of Public Works, in cooperation with utilities and contractors, is responsible for immediately clearing trees and debris to open roadways and permit restoration of electrical service and communications.
- b) The Department of Public Works is on 24-hour call to respond to tree-related emergencies.
- c) The Department of Public Works occasionally employs private contractors to provide emergency services, when necessary.

1. *Ongoing Programs*

- a) *2018 – 2022*
 - i) Continue implementing all existing programs, policies and procedures.
 - ii) Continue to 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 and losses.

2. *Emerald Ash Borer Impact Management*

- a) *2018 – 2022*
 - i) Review, adopt and implement appropriate management strategies provided in the Rutgers EAB Rapid Ash Survey Report and Management Options.



PLAN PREPARATION & EVALUATION GOALS

1. Ensure that Newton's Shade Tree Program continues to follow a well-defined, consistent and efficient course of action toward its overall goals in accordance with its mission.
2. Provide a means of continually evaluating the effectiveness of the Shade Tree Program's management efforts and making adjustments to address changing needs.
3. Allow the Town to 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 fourth five-year Community Forestry Management Plan was the cooperative effort of the Newton Advisory Shade Tree Commission, the Department of Public Works and their consulting arborist.
2. Goals and objectives contained in this Community Forestry Management Plan are based on the ongoing evaluation of the Town's implementation of its 2010 - 2014 Plan.
3. Preparation of this Plan was made possible through a Green Communities Challenge Grant from the New Jersey Forest Service and the in-kind services of Town volunteers and employees.

2018 – 2022 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 2022*
 - 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 2023 – 2027 management period.
3. **2023 – 2027 Management Plan Development**
 - a) *April – September 2022*
 - i) Finalize new objectives and adjustments to existing policies, programs and procedures for the 2023 – 2027 management period.
 - ii) Prepare and submit a Community Forestry Management Plan for the 2023 – 2027 management period.
 - b) *October – December 2022*
 - i) Obtain Plan approval from the New Jersey Community Forestry Council.



Summary of 2018 – 2022 Objectives

Objectives / Tasks	2018	2019	2020	2021	2022
PROGRAM ADMINISTRATION					
1. <i>Ongoing Administrative Programs</i>					
<input type="checkbox"/> Continue all existing administrative programs, policies, and procedures already in effect. (p.18, #1.a.i)					
TRAINING & PROFESSIONAL DEVELOPMENT					
1. <i>Ongoing Training Programs</i>					
<input type="checkbox"/> Continue all existing training programs on a regular basis, maximize the number of individuals that increase their expertise, and attend programs that address Current Training Needs as appropriate program become available. (p.22, #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.22, #2.a.i-iii)	■	■	■	■	■
3. <i>Emerald Ash Borer Identification</i>					
<input type="checkbox"/> Train Department of Public Works personnel, Advisory Shade Tree Commission members, local green industry professionals, and interested residents to identify and properly report emerald ash borer infestations. (p.22, #3.a.i)					
4. <i>Tree Hazard Evaluation Training</i>					
<input type="checkbox"/> Train at least two actively involved people to advance his or her ability to identify and evaluate potential tree hazards using the latest information and techniques. (p.22, #4.a.i)					
5. <i>Young Tree Pruning Training</i>					
<input type="checkbox"/> Train at least 2 Department of Public Works employees and 2 Advisory Shade Tree Commission members in methods for proper crown-raising, directional pruning, and developing a well-formed and sound branch structure in young trees via a hands-on, in-house program. (p. 23, #5.a.i)					
				■	

Objectives / Tasks	2018	2019	2020	2021	2022
TRAINING & PROFESSIONAL DEVELOPMENT, <i>cont'd</i>					
6. <i>Planting Site Analysis & Species Selection Training</i> <input type="checkbox"/> Train at least 2 Advisory Shade Tree Commission members in pre-planting site analysis, species selection and tree placement. (p.23, #6.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 on a regular basis. (p.24, #1.a.i)					
2. <i>Arbor Day Programs</i> <input type="checkbox"/> Continue to plan, organize and conduct annual Arbor Day celebrations. (p.24, #2.a.i)					
3. <i>Tree City USA</i> <input type="checkbox"/> Prepare and submit the annual application for designation as a Tree City USA; Submit applications for the Tree City USA Growth Award when eligible; Continually advertise the designation by displaying the program's promotional materials. (p.25, #3.a.i-iii)					
4. <i>Shade Tree Program Web Page</i> <input type="checkbox"/> Expand the Advisory Shade Tree Commission web page to include education, awareness, and outreach information. (p.25, #4.a.i) <input type="checkbox"/> Continually update the webpage to keep the content current and of interest to the general public. (p.25, #4.b.i)					
TREE INVENTORY & ASSESSMENT					
1. <i>Tree Canopy & Land Cover Analysis</i> <input type="checkbox"/> Hire and experienced professional consultant to characterize and assess the benefits of Newton's urban forest. (p.26, #1.a.i)					
2. <i>Tree Inventory & Assessment</i> <input type="checkbox"/> Develop plans to conduct an inventory and assessment of Newton's public tree resources; Evaluate the costs and benefits of various inventory strategies and systems. (p.27, #2.a.i) <input type="checkbox"/> If a complete, computerized inventory system is selected, investigate computer systems for storing and using the inventory data; Or, if a sample-based inventory is selected, investigate and evaluate various systems for acquiring data as accurately and cost-effectively as possible. (p.27, #2.b.i-ii)					

Objectives / Tasks	2018	2019	2020	2021	2022
<p>TREE INVENTORY & ASSESSMENT, <i>cont'd</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Develop procedures and criteria for collecting data in a manner that is appropriate for the type of inventory selected; Mobilize a force of in-house employees and volunteers, or hire a consultant to complete data collection, depending upon the plans set. (p.28, #2.c.i-ii) <input type="checkbox"/> If a computerized inventory is selected, purchase, install and setup the appropriate hardware and software and provide training to users. (p.28, #2.d.i) <input type="checkbox"/> Complete field data collection and data entry, as appropriate, based on the plans developed. (p.28, #2.e.i-ii) <p>3. <i>Shady Lane Forest Resource Inventory & Assessment</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Conduct a detailed assessment of the 10+ acre Shady Lane woodlot; Develop and present to the Town Council recommendations for improving the condition of the forest in a manner consistent with Town goals for the property and potential passive recreation opportunities. (p.28, #3.a.i-ii) 				■	
<p>TREE HAZARD MANAGEMENT</p> <p>1. <i>Ongoing Tree Hazard Management Programs</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Continue all existing tree hazard management programs; Continue to address hazard abatement needs as they are identified in priority order; Continually strive to improve the Town's ability to identify and mitigate potentially hazardous conditions. (p.29, #1.a.i-iii) 	■				
<p>TREE PLANTING</p> <p>1. <i>Ongoing Tree Planting Programs</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Continue all existing tree planting programs; Continue to analyze changes in the species and age composition of the public tree population and select species and schedule planting accordingly. (p.32, #1.a.i-ii) <p>2. <i>Annual Tree Planting Program Funding</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Continue to stress to the Town Council the importance of consistent replanting to perpetuate the public tree resource; Support annual budget requests with findings of the Tree Canopy and Land Cover Analysis, lists of tree planting requests from residents, lists of vacant planting sites from the Tree Inventory & Assessment, and other documentation. (p.32, #2.a.i-ii) 	■				

Objectives / Tasks	2018	2019	2020	2021	2022
TREE PLANTING, cont'd					
<input type="checkbox"/> Investigate the availability of New Jersey CSIP grants, as well as other community development, transportation, and similar grant programs, for funding tree planting projects; When available, apply for grant funding to supplement the Town's tree planting budget. (p.32, #2.b.i-ii)					
<input type="checkbox"/> 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 Town. (p.32, #2.c.i)					
<input type="checkbox"/> If deemed feasible and desirable, establish the Adopt-A-Tree and/or Memorial Tree program(s). Once established, advertise and implement the Adopt-A-Tree and/or Memorial Tree programs on a continuous basis. (p.32, #2.d.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.35, #1.a.i)					
2. <i>Emerald Ash Borer Treatments</i>					
<input type="checkbox"/> Identify existing Town-owned ash trees by location, size, and current condition; If deemed feasible and appropriate, develop a plan for treating a subset of the healthy trees to prevent emerald ash borer infestation if their value justifies the cost of treatment. (p. 35, #2.a.i-ii)					
<input type="checkbox"/> Begin and continue systematic treatment of the selected trees. (p. 35, #2.b.i)					
3. <i>Structural Pruning for Young Trees</i>					
<input type="checkbox"/> Develop a project to provide structural pruning for trees planted in recent years. (p.35, #3.a.i-iii)					
<input type="checkbox"/> Complete the Developmental Pruning Project. (p.35, #3.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.36, #1.a.i)					

Objectives / Tasks	2018	2019	2020	2021	2022
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.38, #1.a.i-ii)					
2. <i>Emerald Ash Borer Impact Management</i>					
<input type="checkbox"/> Review, adopt, and implement appropriate management strategies provided in the <i>Rutgers EAB Rapid Ash Survey Report and Management Options</i> . (p. 38, #2.a.i)					
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.39, #1.a.i-iii)					
2. <i>Five-Year Evaluation</i>					
<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.39, #2.a.i-iii)					
3. <i>2023 – 2027 Plan Development</i>					
<input type="checkbox"/> Finalize new objectives and program adjustments and prepare and submit a Community Forestry Management Plan for the 2023 – 2027 management period (p.39, #3.a.i-ii)					
<input type="checkbox"/> Obtain State approval for 2023 – 2027 Community Forestry Management Plan (p.39, #3.b.i)					



RELATED ORDINANCES

1. Chapter 3, Article XXXII, *Advisory Shade Tree Commission*, which establishes the Advisory Shade Tree Commission and defines its composition and responsibilities.
2. Chapter 297, *Tree Bank* which establishes a dedicated account for developer contributions made pursuant to the mitigation requirements of Chapter 204, as well as public and private donations, that are earmarked for new tree planting in the Town of Newton based on the recommendations of the Advisory Shade Tree Commission.
3. Chapter 299, *Trees*, which provides for the protection of public, Town-controlled trees and assigns responsibility for the removal of potentially dangerous public trees to the adjacent property owner, with the exception of trees in the Central Business District.

Chapter 3. Administrative Code

Article XXXII. Advisory Shade Tree Commission

[Added 2-13-2012 by Ord. No. 2012-2]

§ 3-103. Establishment; membership.

There shall hereby be created an Advisory Shade Tree Commission, which shall be known as the "Advisory Shade Tree Commission of the Town of Newton." Said Commission shall consist of five residents of the Town who shall be appointed by the Town Council.

§ 3-104. Powers and duties.

The Advisory Shade Tree Commission shall be responsible for recommending to the Town Council of the Town of Newton the adoption of ordinances that pertain to the regulation and control of shade and ornamental trees.

§ 3-105. Terms; meetings; organization.

- A. The initial five members shall be appointed for terms of one, two, three, four and five years, respectively. Subsequent terms shall be for five years.
- B. The Commission shall meet on a schedule devised by its members, but shall not meet less than six times per year.
- C. To constitute a quorum, at least three members must be present at meetings.
- D. The Commission shall organize within 30 days after the appointment of its membership for the remainder of the then calendar year. Thereafter, the Commission shall reorganize annually by the appointment of a Secretary and the election of one of its members as Chairman.

Chapter 297. Tree Bank

[HISTORY: Adopted by the Town Council of the Town of Newton 4-13-2015 by Ord. No. 2015-10.^[1] Amendments noted where applicable.]

GENERAL REFERENCES

Land subdivision and site plan review — See Ch. 240.

Trees — See Ch. 299.

[1] *Editor's Note: This ordinance was originally adopted as Ch. 241 but was renumbered to maintain the organization of the Code.*

§ 297-1. Purpose.

The purpose of this chapter is to provide a fund for the planting of trees within the Town of Newton. More specifically, when an applicant for a major site plan cannot or does not wish to fulfill the tree replacement requirements of § 240-7B(6), then the applicant must contribute to the Tree Bank. Additionally, public or private entities that wish to donate to the Town of Newton to provide for trees to be planted may donate to the Tree Bank for said purpose.

§ 297-2. Applicability.

The Tree Bank applies to all properties seeking major site plan approval in the Town of Newton pursuant to Chapter 240.

§ 297-3. Town Tree Bank.

- A. The Town shall establish and maintain a Tree Bank where fees collected from developer contributions pursuant to § 240-7B(6)(d) shall be kept. The fund shall be utilized by the Town Manager, or his designee, for tree planting in the Town of Newton. The Town's Shade Tree Commission (NSTAC) shall provide recommendations at least once annually for consideration by the Town Manager, or his designee, for use of the fund. Trees planted by the Town utilizing Tree Bank funds may be any size at the time of planting, as determined to be suitable by the Town Manager, or his designee.
- B. Funds within the Tree Bank shall be allocated to at least one tree planting event per year subject to fund availability. Members of the NSTAC shall provide recommendations to the Town Manager, or his designee, in the selection of species and location of planting.
- C. Trees planted by Tree Bank funds should be located as closely as possible to the areas where tree removal occurred that generate payments to the Tree Bank.
- D. The Town Tree Bank Fund may also accept donations and/or funds from other sources for the express purpose of planting trees at locations selected by the Town Manager or his designee.

Chapter 299. Trees

[HISTORY: Adopted by the Town Council of the Town of Newton 6-8-1970 as Secs. 17-1 to 17-10 of the Revised General Ordinances. Amendments noted where applicable.]

§ 299-1. Permit required for certain acts.

No person shall do or cause to be done any of the following acts affecting the trees, shrubbery or ornamental material planted or growing naturally within the highways or public places under the jurisdiction of the Town, except with a written permit first obtained from the Director of Public Works:

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

§ 299-2. Wires and cables.

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

§ 299-3. Guy wires and braces.

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

§ 299-4. Injury by animals.

No person shall hitch or fasten an animal to any tree or shrub upon a public highway or to any guard or support provided for the same or permit an animal to bite or otherwise injure any tree or shrub.

§ 299-5. Chemical damage.

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

§ 299-6. Interference with work of officials.

No person shall prevent, delay or interfere with any lawful work undertaken by the Director of Public Works.

§ 299-7. Removal of trees and shrubs.

- A. Removal required; notice. In case any tree or shrub or any part thereof along the public highway shall become dangerous to the public safety, the owner of the property in front of which such tree or shrub is located shall remove the same, or the required part thereof, forthwith upon service of a written directive to that effect from the Director of Public Works or his designee. The notice shall be sufficient if sent to the owner by regular and certified mail.
[Amended 10-12-2011 by Ord. No. 2011-19]
- B. Standard established. The owner or tenant of any lands lying within the Town shall keep all brush, hedges and other plant life growing within 10 feet of any roadway and within 25 feet of the intersection of two highways cut to a height of not

more than two and a half feet. This shall not require the cutting down of any trees where there is vision through the trees at a height of between two and a half feet and eight feet from the ground.

- C. Removal by Town. If the owner fails to remove the tree or shrub or portion thereof within two weeks after service of written notice to do so, the work shall be performed by the Town under the supervision of the Director of Public Works, who shall certify the cost thereof to the Council.
- D. Costs charged against land; lien established. Upon receipt of the certified costs, the Council shall examine same and, if found correct, shall cause the costs to be charged against the lands or, if the Council deems the costs to be excessive, shall cause the reasonable cost thereof to be charged against the lands. The amount so charged shall forthwith become a lien upon the lands and shall be added to and become and form part of the taxes next to be assessed and levied upon the lands, the same to bear interest at the same rate as other taxes, and shall be collected and enforced by the same officer and in the same manner as taxes.

§ 299-8. Enforcement.

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

§ 299-9. Maintenance of trees in central business district.

The Town will assume the responsibility for the maintenance of the trees along the streets of the central business district. The "central business district" is defined as East Clinton Street from Moran Street to Water Street; Spring Street from Union Place to Water Street, excluding the county park; and Main Street from Park Place to Spring Street, excluding the park. Maintenance costs will not be charged directly to the adjoining central business district property owners, but will be borne by the Town.^[1]

[1] Editor's Note: Original Sec. 17-10, Advisory Shade Tree Commission, which immediately followed this section, was deleted at time of adoption of Code (see Ch. 1, General Provisions, Art. I). See now Chapter 3, Administrative Code, Article XXXII, Advisory Shade Tree Commission.

§ 299-10. Violations and penalties.

Violations of the provisions of this chapter shall be punishable as provided in Chapter 1, Article III, General Penalty.

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