

**Town of Southern Shores Capital Infrastructure Improvement Planning (CIIP) Committee
Meeting Minutes
November 15, 2018 2:00 PM Pitts Center**

- **Committee Members Attending: Bennett, Conners, Riggin, Kranda, Gomez, McConaughy, Eilerling.**
- **Town Staff present: Deel Engineering, Town Manager, Public Works Dir., Chief of Police, Finance Dir.**
- **Agenda and Supporting Meeting Materials Attached.**
- **Co-Chairman Tom Bennett called the meeting to order.**
- **Town Manager and Town Engineer briefed the Committee on the ongoing street improvement projects approved by the Town Council July 2018 for FY 18-19. Juniper Trail Capital Improvement and Yaupon Trail Capital Improvement.**
- **Town Engineer briefed the Committee on the nearing completion of the East Dogwood Trail Walking Trail. The Finance Director advised she would be applying for the Dare County Tourism Bureau's 50% cost matching grant as soon as the project is declared 100% complete. The Public Works Director reported the pergola structure designed in the Walking Path plans for the intersection of Sea Oats Trail would be constructed at the Holley Trail intersection instead.**
- **The Mayor proposed the Committee consider making a recommendation to Council to authorize removal of two trees along the East Dogwood Walking Trail due to root damage and threat to public safety. [Note: The final project design plans reviewed by Council represented no trees greater than 8 inches in diameter would be removed due to the walking path project.] Committee Andy McConaughy (also the Town's contract Arborist), presented his findings after his inspection of the trees. (His findings are a part of the agenda's supporting documents attached.) [A third tree, a Red Bay, being approximate to the minimum diameter, having a hollow rotten trunk, and leaning head-high over the walking trail will be removed by Town staff as a threat to Town resources and public safety.] After much discussion, it was the consensus of the Committee to not recommend to Council the removal of the two trees at this time, but rather encourage staff to monitor their condition.**
- **Co-Chairman Bennett requested the Town Engineer and Town Manager go over the Priority List of needed capital street improvements already adopted for FY 18-19 as a preamble to planning for recommendations to be made for FY 19-20. The Town Manager noted that Juniper Trail and Yaupon Trail improvements are now under contract to be funded from the current FY 18-19 approved budget appropriation. He also reminded the committee – unless the Council amends its current policy of funding the annual budget infrastructure improvements lines by increasing or decreasing the current policy's budget amount, the amount to be proposed in the FY 19-20 budget for infrastructure improvements will be approximately \$ 654,870 – the same appropriation as the current fiscal year. Co-Chairman Jim Conners confirmed that appropriation amount (and recommendations to Council from this committee) could include capital improvements of any type of Town infrastructure, not just streets. Much discussion ensued regarding the capital need to install a walking trail**

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along S. Dogwood trail and whether the trail improvement should occur simultaneous with a corresponding street improvement. Discussion also included whether the entire street should be proposed for capital improvement at one time or broken into segments as staff recommends. The Town Engineer recognized that if a walking trail is approved to be constructed simultaneous with a corresponding capital street improvement in accordance with Town standards for street rebuilds, he would need to re-evaluate the right-of-way widths to determine impact on tree removal and dividing widths between edge of street pavement and the walking trails. He will perform this for the committee to see and evaluate at its next meeting. After much discussion with input from all committee members, the Town Engineer and Town staff will draft a reprioritization of the streets needing capital improvement and present it to the committee at its next meeting. (Based on committee discussion, a new prioritization was developed post-meeting, and is attached to these meeting minutes as an information item to be considered at the next committee meeting.

- Co-Chairman Bennett asked the committee members if they had inspected the walking path along NC Highway 12 which NCDOT had constructed several years ago. He stated the Council had received a complaint from a citizen regarding the path's current condition. Public Works Director David Bradley stated he and his staff rode the walkway three times immediately following receipt of the citizen's complaint and saw three small spots for repair that Public Works would perform. Committee member Carlos Gomez said he rides his bike on the path and sees no problem with it, and that it is not that bad.
- Co-Chairman Bennett stated he and Co-Chairman Connors would be calling the next CIIP committee meeting in January 2019. No further discussion or action. Meeting was adjourned.

**Town of Southern Shores Capital Improvement Plan Committee Meeting
Planning for Fiscal Year 2019-2020 Capital Improvement Projects**

**November 15, 2018 2:00 p.m.
Pitts Center**

**CIIP Committee Members: Tom Bennett, Co-Chairman
Jim Conners, Co-Chairman
Carlos Gomez - Appointed by Councilman Gary McDonald
Al Ewerling - Appointed by Councilman Fred Newberry
Jim Kranda - Appointed by former Councilman Leo Holland
Glenn Riggan - Appointed by Mayor Bennett
Andy McConaughy - Appointed by Councilman Nason**

Meeting Agenda:

- **Call to Order - Co-Chairman Tom Bennett
Co-Chairman Jim Conners**
- **Briefing of Council-approved ongoing FY 18-19 capital street improvement projects**
- **Briefing of Council-approved FY 18-19 East Dogwood Trail Walking Trail project**
 - **Also, consider recommending Council direct the removal of single tree at 63 East Dogwood Trail (photo attached) and a single tree at 57 East Dogwood Trail (photo attached) for tree health and public safety reasons. (Note: The walking trail plans represented to Council that no trees greater than 8" in diameter would be removed for this project. That is the reason for this consideration by the Committee.) (Attachment 1)**
- **Planning for FY 19-20:**
 - A. **Review of Priority List of needed street improvements previously recommended to Council for FY 18-19 (Attachment A)**
 - B. **Consideration of Possible Needed Improvements Which Have Emerged for Discussion**
 - **South Dogwood Trail – Capital Street Improvement and Walking Trail ?**
 - **US Highway 158 Walking Path in NCDOT r-o-w – Resurfacing ?**
 - **Others ?**

Attachment 1

From: Joseph Anlauf <jjanlauf@gmail.com>
Date: Thu, Oct 25, 2018 at 2:45 PM
Subject: East Dogwood Trail Path Project
To: Tom Bennett <tbennett@southernshores-nc.gov>

Tom,

Although the intent of the first phase of the South and East Dogwood Trail path was to have no major tree impacts there are three (3) trees that should be considered for removal. A description of each tree and the reason for recommending removal can be found below.

Tree #1: This tree is a large hickory tree located within the right-of-way at the front of 63 East Dogwood Trail. This tree incurred some significant root damage during the construction process. Please see photo 1251 attached.

Tree #2: This a relatively small diameter Loblolly Pine tree located in the right-of-way near 57 East Dogwood Trail. This tree also incurred some significant root damage during construction. Please see photo 1252 attached.

Tree #3: This tree is a large diameter Redbay Tree located in the right-of-way near 55 East Dogwood Trail. This tree has a partially rotten and hollow core and leans over the path. Please see photo 1254 attached.

Please call with any questions.

Sincerely,

Joseph J. Anlauf, PE
Anlauf Engineering, PLLC
4721 W. Eckner Street
Kitty Hawk, NC 27949
(252)489-7143

Attachment 1 (con't)



Tree # 1 - 63 East Dogwood Trail (1251)



Tree # 2 - 57 East Dogwood Trail (1252)



Tree # 3 - 55 East Dogwood Trail (1254)

Note: This tree with partially rotten and hollow core already slated for removal due to condition and size.

"Attachment A"

[April 4, 2018 recommendation of CIIP Committee to the Town Council of the following FY2018-2019 Capital Infrastructure Improvement Plan with authorization for Town staff to expend appropriated capital funds on surveying and design of lesser prioritized streets if it becomes apparent during the fiscal year that all appropriated funds will not be expended on the targeted higher-priority streets.]

Group A, Recommended "Targets" In Order of priority for FY 18-19:

1. **Yaupon Trail - Phase 1 (north end) - 700 LF (+/-) and all remaining bulkheading**
2. **Yaupon Trail - Phase 2 (south end) - 1,000 LF (+/-)**
3. **Juniper Trail - Remaining segment - 2,447 LF (+/-)**

Group B, In order of priority subsequent to completion of Group A:

4. **Clamshell Trail - Otter Slide east to Chicahawk Trail - 3,440 LF (+/-)**
5. **Ginguite Trail - southern segment - 2,000 LF (+/-)**
6. **Hillcrest Drive - Hickory Trail intersection to SSCA tennis courts - 3,700 LF (+/-)**
7. **Ginguite Trail - Northern segment - 1,800 LF (+/-)**
8. **Chicahawk Trail - NC Hwy 12 to Trinitie Trail intersection**
9. **Sea Oats Trail - 11th Avenue north to Sea Oats Court**
10. **Bayberry Trail - entire length - 1,775 LF (+/-) Incl. Dewberry Ln. - 230 LF (+/-)**
11. **West Holly Trail - entire length - 830 LF (+/-)**
12. **Wax Myrtle Trail - East Dogwood Trail south to end 2,720 LF (+/-)**
 - **Incl. Dolphin Run - 410 LF (+/-)**
 - **Incl. Porpoise Run - 425 LF (+/-)**

Group C, "Other":

13. **South Dogwood Trail - entire length 12,408 LF (+/-)**
14. **Spindrift Trail/High Dune Loop/Wild Pony Lane Intersection - 160 LF (+/-)**
15. **East Dogwood Trail - entire length (excl. previous rebuild segment) - 5,000 LF (+/-)**
16. **Wax Myrtle and Hickory Trail intersection - 170 LF (+/-)**
17. **Pintail Trail - entire length - 750 LF (+/-)**
18. **Land Fall Loop - entire length - 330 LF (+/-)**
19. **Happy Indian Lane cul-de-sac - 320 LF (+/-)**
21. **Teal Court - S. Dogwood to cul-de-sac - 275 LF (+/-)**
22. **North Dogwood Trail - entire length - 5,966 LF (+/-)**
23. **Turtle Pond Court - entire length - 470 LF (+/-)**
24. **Trinitie Trail (s/w Impr. emphasis) - Clam Shell Int. to CPOA Park - Design Only**

November 15, 2018

Attn: Mr. Peter Rascoe
Town of Southern Shores
5375 N. Virginia Dare Trail
Southern Shores, NC 27949

252-261-2394

Mr. Rascoe,

Per your request I have inspected the three trees you are concerned about along East Dogwood Trail. My thoughts & recommendations are as follows:

Tree # 1 @ 63 East Dogwood / large Hickory: Although this tree obviously suffered root loss during recent construction of side walk, it may survive the trauma and live a long time with minimal risk to public safety & property. Contributing factors are the general good health of the tree, it is a slow growing, strong tissue species and in the event of structural failure most of the canopy's drop zone is in a semi-wooded, unutilized area. This tree is a candidate for observation and monitoring health changes prior to decision on removal. That being said, consistent with past recommendations (July 21, 2016 / Suggested spacing guide), it is too close to infrastructure, therefore removal should be considered. Also, if, a concerned neighbor (i.e. adjacent property owner) has voiced concern of safety due to root loss, removal needs to be considered.

Tree # 2 @ 57 East Dogwood / small Loblolly Pine: Regardless of the root loss during construction, this young tree is a plant in the wrong place (a weed). Consistent with afore mentioned spacing guide, this plant should be removed. There are two other small Loblollies very close to this one which will also rapidly outgrow their space and could be efficiently be removed at the same time. There is other vegetation in this area which is well suited for growth here.

Tree # 3 @ 55 East Dogwood / leaning Red Bay: The hollow trunk, lean towards traffic, proximity to infrastructure and root loss all make this tree a candidate for removal.

For your convenience, you will find attached the afore referenced Arborist Recommendations written July 21, 2016 which contains a suggested spacing guide.

Respectfully submitted,

Andy McConaughy
ISA Certified Arborist
Managing Member
Andy's Toolbox, LLC

July 21, 2016

ARBORIST RECOMMENDATIONS FOR TOWN OF SOUTHERN SHORES /YAUPON TRAIL IMPROVEMENTS

THREE FOOT RULE: Woody plants should not be planted within three feet of a structure (i.e. fence, building, street, sidewalk). This allows for the plant to mature gracefully without extensive pruning and allows for maintenance of structure. There are very few exceptions to this rule.

Larger shrubs and trees should be spaced even further from structures. Most trees should be planted no closer than ten feet to structure. When planning the landscape, consideration should be given to the mature size of the plants to be used. Slow growing and small species can be utilized where optimum spacing is not available.

Definitions:

Weed: Any plant in the wrong place

Shrub: Multi stem woody plant 20' or less

Tree: Woody plant 20' or larger (usually single stem).

Major Tree: At maturity, trunk exceeds 18" and height exceeds 30' (i.e. Loblolly Pine, Live Oak, American Holly, Eastern Red Maple, River Birch, Swamp White Oak, Bald Cypress).

Intermediate Tree: At maturity, trunk is 12"-18" and height is 25 -30' (i.e. some Crape Myrtle, Carolina Silverbell, Callery Pear)

Minor Tree: At maturity, trunk is less than 12" and height is less than 25' (i.e. Flowering Dogwood, Japanese Maple, Crape Myrtle, Hornbeam, Redbud, Yoshino Cherry, Smoke Tree).

Based upon experience and observation of guidelines established by other communities, recommendations include:

Trees should never be planted within 6' of underground utilities;

Major trees should not be planted within 10' of structures (including roads & bulkhead walls);

Minor trees should not be planted within 6' of structures (including roads & bulkhead walls);

Suggested spacing guide: Half foot of spacing for every inch diameter trunk (mature DBH Diameter At Breast Height).

Large White Oak at intersection of Dogwood Trail and Yaupon Trail: Upon my inspection on 7-8-16, this tree looked healthy despite some large older wounds in the upper canopy (probable storm damage). Most branches held full healthy leaves with no dieback of upper canopy (die back is often an indication of compromised roots & declining health). The tree has been producing significant wound wood around the old wounds which is an indication of good growth. No wood decaying fungi was observed. Based upon the current health of this tree and with respect to it's age (may exceed 300 years) my recommendation is to include preservation of this tree in plans for improvement of Yaupon Trail. Preservation of this tree should include pruning to remove dead & hazardous branches, preconstruction protection & post construction maintenance.

Highlights from guidelines of other Communities:

City of Virginia Beach:

Minor planting zone within 20' of street

Major planting zone 20-40' from street

Tree Spacing

Minimum 25'

Optimal 35'

Maximum 40'

No trees within 6' from face of curb

Tree pits in sidewalk plantings: 5'6" square with 2'6" ridged root barrier

Georgia Forestry Commission:

Large trees

25' from structure

30' from overhead utilities

15' from underground utilities, road, drive, walkway

Small trees

15' from structure

10' from overhead utilities

10' from underground utilities, road, drive, walkway

Street trees should be a minimum of 4' from walkway or street

8' width greenspace between street and walkway

20 – 40' apart

In median street trees should be no less than 6' from curb

In parking lot islands, no less than 4' from curb

Overhead utilities require 15' halo clearance

Trees should never be planted within 6' of underground utilities;

Half foot of spacing for every inch diameter trunk (mature size DBH)

Gold Coast, Florida:

Maximum spacing of street trees: 30'

Along private roads and walkways: no closer than 7'

City Tree Trust Fund

Permit required for tree removal (I don't condone this)

\$1000 fine per 2" DBH for non- residents

\$500 fine per 2" for residents

Re-Vegetation required for permitted new construction

30% native plants

Ten shrubs per required tree (max. average spacing 48")



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andy@andys-toolbox.net

Note: At the time of this Arborist's inspection, the condition of the tree(s) in question is as stated above. Due to uncontrollable change of circumstance such as weather, pests, diseases, actions of others, unseen risks, etc., no warranty is expressed or implied regarding the health or safety of the job site environment after the arborist has left the property.

[November 15, 2018 meeting DRAFT prioritization of CIIP Committee for potential recommended FY 2019-2020 Capital Infrastructure Improvement Plan - along with authorization for Town staff to expend appropriated capital funds on surveying and design of lesser prioritized streets if it becomes apparent during the fiscal year that all appropriated funds will not be expended on the targeted higher-priority streets.]

Group A, Recommended "Targets" in Order of priority for FY 19-20:

1. Hillcrest Drive - Hickory Trail intersection to SSCA tennis courts - 3,700 LF (+/-)
2. Sea Oats Trail - 11th Avenue north to Sea Oats Court - 1,110 LF (+/-)
3. East Dogwood Trail - NC 12 east to Ocean Blvd. - 670 LF (+/-)
4. Dewberry Lane - 230 LF (+/-)
5. Master Plan Creation for South Dogwood Trail and Walking Trail Improvements from the SS Cemetery to the Dogwood Trails Intersection 1.4 Miles (+/-)

Group B, In order of priority subsequent to completion of Group A:

6. South Dogwood Trail - Steet and Walking Trail Construction from Dogwood Trails Intersection to Fairway Drive ("Segment North") - 3,540 LF (+/-)
7. South Dogwood Trail - Street and Walking Trail Construction from Fairway Drive to Southern Shores Cemetery ("Segment South") - 3,800 LF (+/-)
8. Wax Myrtle Trail - East Dogwood Trail south to end 2,720 LF (+/-)
 - Incl. Dolphin Run - 410 LF (+/-)
 - Incl. Porpoise Run - 425 LF (+/-)
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