

Parks and Recreation Vegetative Debris Management Plan

December 2008 (revised October 2011)

Debris handling options are listed in priority order in each debris category.

NOTE: Emergency (weather) situations supersede all of the handling options.

A. Woody Debris (for mulch)

All woody material resulting from maintenance projects should be field chipped wherever possible or placed in separate pile at Pen Park Shop for chipping at a later date:

1. Distribute mulch on site if possible in natural areas.
 - a. Direct chipper chute to fan out mulch on banks, un-mowed fields, woods or reclamation sites.
 - b. Spread mulch out to depth not to exceed 4 inches.
2. Wood chip mulch may be piled in designated location at Pen Park Shop for use:
 - a. Suitable for landscape mulch
 - b. Suitable for trail mulch
 - c. Incorporated into planting areas as soil amendment.
 - d. Used to improve topsoil pile at Oakwood Cemetery
 - e. Distributed in natural areas for “sheet composting”.
 - f. Schedule Mulch distribution give-a ways for public.
3. Wood mulch unsuitable for landscape use (“stringy”, “twiggy”),
 - a. Distributed in natural areas for “sheet composting”.
 - b. Full truck load is to be taken to Panorama Farms for composting. (*Tree Crew Supervisor has the entry card required for admittance to Panorama dump site*).
 - c. Partial load may be piled at Pen Park Shop with woody materials unsuitable for chipping to be transferred to Panorama Farms by Claw Truck for composting.

B. Woody Debris (logs)

Stockpiling of logs at Pen Park Shop is to be avoided:

1. Woody materials over 6 inches in diameter or tree debris that is not chip-able:
 - a. To be cut into transportable log lengths at removal site and placed in designated “wood only” pile at Pen Park Shop. City Employees may remove or cut firewood for personal use after work hours at their own risk from this pile.
 - b. Wood cut to size on site may be given to, and removed by City residents who request it, at the discretion of Tree Crew Supervisor.
 - c. Wood not suitable for firewood or excessive quantities of wood are to be placed in “Wood Only” pile to be double ground shredded by contracted tub grinder on as needed basis by Urban Forester.

C. Woody Debris -Contracted Tree Services

1. Tree Contractor is to be directed and contract administered by Urban Forester as to how woody debris is to be handled:
 - a. Contractor is to remove and dispose all wood debris from removal site.
 - b. In storm emergency conditions contractor may store log lengths at “wood only” pile at Pen Park Shop.
 - c. Contactor is to dump only suitable wood chip mulch in designated wood

mulch pile at Pen Park Shop or other location on an “as needed” basis only.

D. Herbaceous/ Woody (non-tree) Vegetative Debris

1. Weeds, plant materials, root soil balls or brush unsuitable for chipping are to be piled in designated pile at Pen Park Shop area, separately from woody materials.
 - a. The pile must be kept pushed together and is to be collected with the claw truck when sufficient quantity allows collection and delivery to a local Solid Waste Hauler.
 - b. Lumber, treated lumber, metal, concrete, garbage and trash are not to be in vegetative debris piles.
 - c. Large quantities of “cut back” materials may be left on site for claw truck pick-up.
2. Leaves and grass clippings (mowed sites)
 - a. Are mower ground up on site for natural decomposition.
 - b. Small quantities may be placed adjacent to community garden sites.
 - c. Additional collected leaves are transported by truck load to Panorama Farms.
3. Leaves collected from Downtown Mall
 - a. Are collected and transported by truck load to Panorama Farms.
 - b. Garbage and trash are not to be in collected leaves and must be removed.

E. Management of Vegetative Debris Piles

1. **Treated lumber, metal, concrete, garbage and trash** are not to be in vegetative debris piles (place in designated locations in shop yard).
2. Use of claw truck from Public Service, **pile management**, and bills from Panorama farms or landfill to be directed by the Tree Crew Supervisor or designee.
3. **Firebreaks** must surround piles to allow clear passage of a vehicle.
4. Double ground and shredded wood mulch should be **piled no higher than 5-6 feet**.
5. **No burying** of vegetative debris is permitted (exclusive of wood chip mulch incorporation for soil amendment).
6. Vegetative piles are to be **inspected monthly** using inspection form by the Landscape Manager or designee, corrective actions made, completed inspection forms to be filed in Landscape Managers office.
7. **Records of loads** of chipped material used in maintenance or materials taken to Panorama farms must be reported by supervisors to Landscape Manager for recycling records.
8. **Excessive storm damage debris** may need a permit for temporary site storage through DEQ, application and management of permit is directed by Environmental Management Office.
9. **Repeated violations** of pile management procedures may result in disciplinary actions for those involved.
10. **Emergency notification** in the event of piles catching fire must be reported to Fire Department, Parks Manager, and Tree Crew Supervisor.