



---

## Tree Protection Memo

**DATE** April 26, 2024  
**TO:** Susan Hawkins @ St Timothy's Episcopal Church  
**FROM:** Tim Jones, ISA Certified Arborist PN-6819A, ISA Qualified Tree Risk Assessor  
**RE:** Root Zone Protection Plan

### Location

3295 Ladd Ave NE, Salem (St Timothy's Episcopal Church)

### Scope of Work

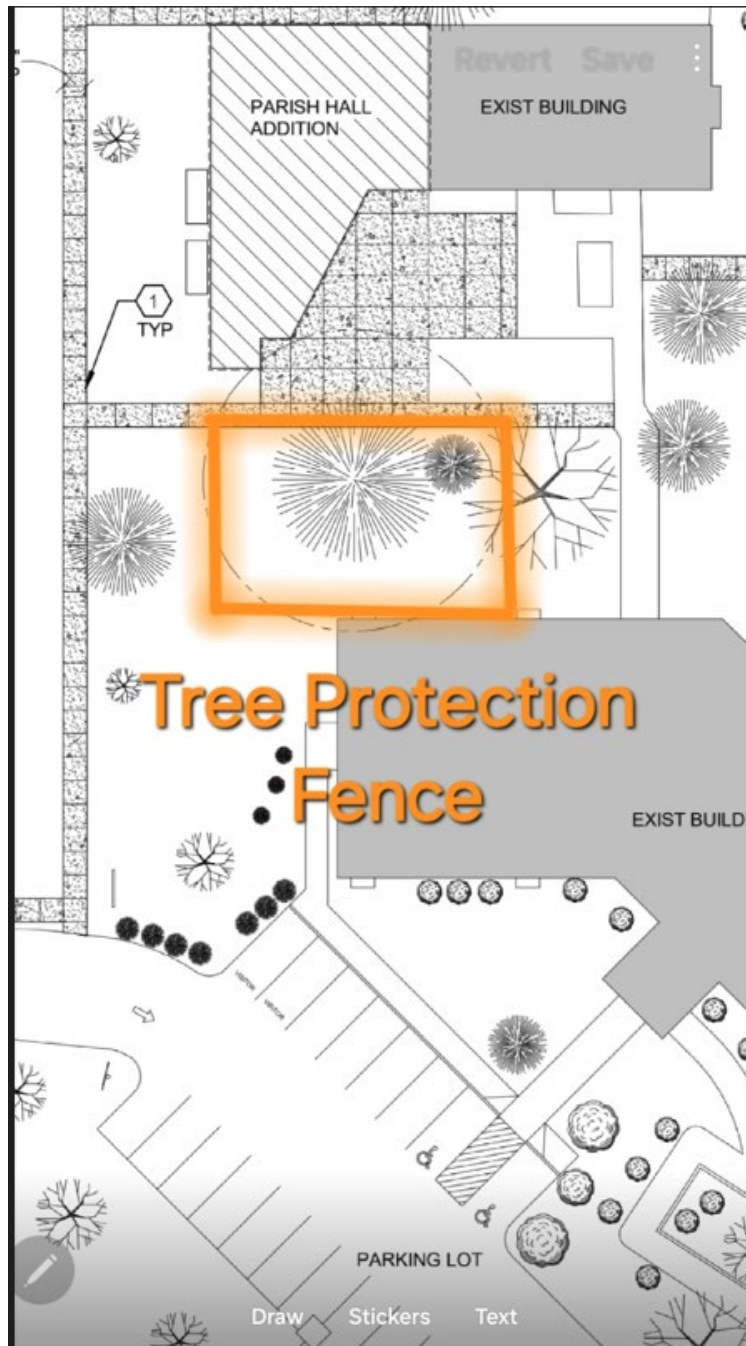
The purpose of this memo is to inform the property owner, and/or construction manager, of the allowable disturbance area to protect tree root zones in the course of new development and construction activities. In this specific instance, a 34" diameter spruce tree, which is located on the NW corner of the existing building (church) and due south of the proposed new Parish Hall Addition, may be impacted within the root zone area. *See tree location outlined in orange on the attached site plan pg 2*

### Recommendations

I visited the site on April 18, 2024, and have determined due to the healthy vigor of the protected spruce tree, up to a maximum of 30% of the critical root zone may be disturbed in order to accommodate construction of the new addition. Any disturbance of the roots up to 30% should not compromise the long-term health and stability of the tree as long as the city recommended and tree protection requirements are followed. *See pg 3*

In addition, an adjacent 30" silver maple tree to the east of the spruce may be slightly within the proposed construction area. I recommend following the requirements on the following page as well to protect the root system of this tree should it be impacted.

**St Timothy's Episcopal Church, LLC Site Plan**





---

## City of Salem Requirement Code

SRC. 808.046 (a)(3)(A). Up to a maximum of 30 percent of the critical root zone of a tree may be disturbed in order to accommodate the development of the property when a report from an arborist is submitted documenting that such disturbance will not compromise the long-term health and stability of the tree and all recommendations included in the report to minimize any impacts to the tree are followed

SRC. 808.046(a)(1)(2). Trees. All trees shall be protected during construction with the installation of an above-ground silt fence or its equivalent.

- The above-ground silt fence shall encompass 100 percent of the tree's critical root zone.
- Within the area protected by the above-ground silt fence, the tree's trunk, roots, branches, and soil shall be protected to ensure the health and stability of the tree; and there shall be no grading, placement of fill, storage of building materials, or parking of vehicles

### Tree Protection Recommendations

- Establish a *tree protection zone* (TPZ) around the protected tree by installing sturdy fencing at a minimum distance of the tree's drip line.
- Confine construction offices, vehicular parking, worker break sites, and material storage to locations outside of the TPZs.
- Avoid cutting tree roots over 4 inches in diameter.
- Make all necessary cuts to tree roots cleanly with sharp tools; never tear with a backhoe.
- Do not change soil grade within the TPZ by cutting or filling.
- Take care to not wound or break tree trunks or branches through contact with vehicles and heavy equipment.