



City of Edmond

Notice of Public Meeting

The City of Edmond encourages participation from all its citizens. To request an accommodation due to a disability, please contact the ADA Coordinator at least 48 hours prior to a scheduled meeting. The ADA Coordinator can be contacted by email: ADACoordinator@edmondok.gov or phone: 405-359-4518.

Urban Forestry Commission Regular Meeting Agenda

**City Hall Main Street Conference Room B, 22 E Main Street, Edmond, Oklahoma
4:30 p.m., Wednesday, September 9, 2026**

Notice to the Public

Official action can only be taken on items which appear on the agenda. The Urban Forestry Commission may discuss, adopt, approve, amend, reject, deny, strike or continue any item listed on the agenda. When more information is needed to act on an item, the Urban Forestry Commission may refer the matter to Urban Forestry Commission staff. Under certain circumstances, items are deferred/continued to a specific later date or stricken from the agenda entirely.

1. Call to Order.
2. Consideration of Approval of Meeting Minutes: August 12, 2026.
3. Introduction of Guests.
4. Urban Forestry Progress Report:
 - Urban Forestry Division Operations
 - Tree Management
 - Upcoming Events
5. Discussion and Consideration of a Recommendation to Adopt a Unified Development Code Which Would Replace Municipal Codes for: Zoning; Subdivisions; Site Design and Development Standards; Stormwater Drainage; and Other General Regulatory Matters Related Thereto in the City of Edmond.
6. Consideration of Approval of Edmond Legacy Trees Nomination

7. Consideration of Approval of Edmond Tree Grant Applications

8. Discussion of Urban Forestry Commission Goals

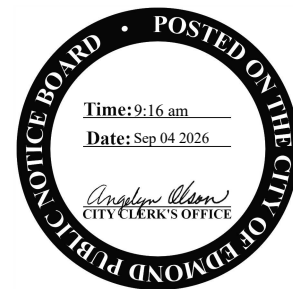
9. Citizen Comments.

This is an opportunity for residents and non-residents to address the Urban Forestry Commission on Urban Forestry Commission related matters not on the agenda or scheduled for a public hearing. All remarks must be directed to the Chair of the meeting, are limited to three minutes or less, and must otherwise be made in accordance with Section I of the City Council / Public Works Authority rules, available [here](#) and upon request at City Hall.

Please note that members of the Urban Forestry Commission cannot respond to issues brought up in Citizen Comments if they are not on the agenda, in accordance with state law.

10. Comments from the Urban Forestry Commission Chair and Members.

11. Adjournment.



Urban Forestry Commission Minutes
Regular Meeting
August 12, 2026

1. Call to Order of the Urban Forestry Commission

Chairperson Lugene Jones called the regular meeting of the Urban Forestry Commission to order at 4:31 PM, Wednesday, August 12, 2026, in Main Street Conference Room B at the City Hall (22 E Main St) in Edmond, Oklahoma. The agenda for this meeting was posted in the City Hall Breezeway, August 07, 2026 at 1:19 p.m.

Members Present: Chair Lugene Jones, Ed Cunliff, Dena Bleeker, Stefanie Harris, Justin Scott, Andrea Sampley, Mae Kiggins, and Esen Yildirim, Youth Member.

Members Absent: Vice Chair Kurt Atkinson

Staff Present: Leigh Martin, Ken Bryan, and Shain Armstrong.

2. Consideration of Approval of Meeting Minutes

Motion made by Dena Bleeker, seconded by Ed Cunliff to approve meeting minutes from July 08, 2026.

Motion passed unanimously.

3. Introduction of Guests.

John Harkess, Mike Scharrer, Taylor Wilson, Edmond Citizens.

4. Urban Forestry Progress Report.

Leigh Martin gave an overview of information in the Urban Forestry Activity Reports from July 2026.

5. Consideration of Approval of Edmond Tree Grants Applications.

There were two Edmond Tree Grant Applications:

1. Danforth Crossing HOA

Motion made to continue this item to next meeting pending more information by Andrea Sampley, seconded by Ed Cunliff.

Motion passed unanimously.

2. Briston Park Owners Association

Motion made to approve this application by Ed Cunliff, seconded by Stefanie Harris.

Motion passed unanimously.

6. Consideration of Approval of the Community Forestry Plan.

Motion to approve with the addition of goal under I.3, Identify areas that would benefit from new tree plantings by Mae Kiggins, seconded by Ed Cunliff.

Motion passed unanimously.

7. Discussion of Urban Forestry Commission Goals.

Kurt was not in attendance today but asked that these items be pulled from the Commission Goals for discussion.

- Route 66 Tree Planting to commemorate the centennial
- Participate in the UDC draft and adoption process
- Coordinate with the Fire Department to promote Fire Wise

- Contribute to stewardship plan for Charles Lamb Preserve
- This item will continue at the next EUFC meeting.

8. Citizen Comments.

Mike Scharrer, Edmond Citizen, asked about Firewise Adoption and Elm Disease.

9. Comments from the Urban Forestry Commission Chair and Members.

Ed Cunliff, asked about the Sierra Brook Preliminary Plat – he asked if this group could be notified when large developments are working through the development process.

10. Adjournment.

Motion made by Dena Bleeker, seconded by Ed Cunliff to adjourn the Urban Forestry Commission meeting at 5:38 PM.

Motion passed unanimously.

Lugene Jones

Chair, Urban Forestry Commission

Monthly Highlights

- Kicked off the fall volunteer program on August 29th. 12 volunteers spread mulch to improve growing conditions for trees in the arboretum.
- Met with Bristol Park HOA about their Tree Grant project.
- Began preparing tree planting plans for fall projects.
- Collaborated with Housing and Community Resources on a proposal related to residential wildlife habitat plantings.
- Leigh and Amanda attended the Fire, Forestry and Wildlife Field Day hosted by OSU to observe the recovery after the 2025 wildfire. This event provided insight on how forest ecosystems rebound after intense fires and practices that can reduce fire risk in a managed area.
- Shain worked with Code Enforcement on 11 landscape violations.
- Reviewed latest draft of the UDC and provided comments.
- Worked on expanding Urban Forestry's social media content and posting more consistently
- Raziel met with UCO Tree Campus team and provided support for an urban forestry grant application.
- Held pre-work meetings with utility line clearance contractors
- Continued refining the Charles D Lamb Nature Preserve Stewardship Plan and timeline. Visited the site to log seasonal flora in iNaturalist.
- Planning and preparation for upcoming events including volunteer program and Parks for Pollinators BioBlitz in Bickham-Rudkin Park.
- Performed final check and removal of emerald ash borer traps for this season. No suspected specimens were found.



Above: Volunteers moving mulch at the August 29th Arboretum Enhancement event

Edmond ReLeaf Grant Project

- Raziel processed residential tree maintenance requests, completing 24 site inspections, issuing agreements, and planning necessary work.
- 55 Trees were inspected, with 35 pruned and 20 removed.
- Finalized agreements for Oct. 3rd planting

Upcoming Opportunities

- Next EUFC meeting: 10/14
- Parks for Pollinators Bioblitz in Bickham Rudkin Park: numerous events in Sept.
- ReLeaf Tree Planting at 400 N Broadway: 10/3 at 10 AM
- Energy Saving Trees launch: 10/5
- Tree Planting at Hafer Park (meadow in NE corner): 10/13 at 4 PM
- Farmer's Market Tree Distribution: 10/24
- Route 66 Tree Planting at Fink Park: 11/12 at 4 PM



Top: Even native species are showing symptoms of stress from extreme heat and drought, going into early dormancy.

Bottom: Native oaks regenerate from root sprouts following wildland fire

Upcoming Projects

- Update of the Edmond Tree and Landscape Guide
- Tree replacements in Downtown streetscape

Tree Management

Tree Planting

No Trees were planted by Urban Forestry this month.

Tree Maintenance

- Tree Inspections: 61
- Trees Pruned: 45
- Trees Removed: 24
- Consultations: 41
- Soil Analyses: 4
- Trees Fertilized: 0
- Trees Mulched: 38
- Pest/Disease Treatments: 2
- Rounds of Tree Watering: 8

Utility Forestry (Edmond Electric)

Tree Removal/Customer Service

- Tree Removals: 0
- Service Requests: 2
- Edmond Electric Customer Consultations: 3

Status of FY26 Pruning Areas

- Notification in Progress: 1 of 8
- Notification Completed: 3 of 8
- Pruning in Progress: 1 of 8
- Pruning Completed: 1 of 8

Landscape Administration

- Zoning Reviews: 1
- Site Plan/Modification Reviews: 6
- Tree Preservation Inspections: 1
- Landscape Pre-Installation Meetings: 10
- Final Landscape Inspections: 4
- Landscape Follow Up Inspections: 2
- Open Landscape Violations: 24



OFFICE OF THE CITY PLANNER

🌐 EdmondOK.gov/Planning

✉ Current.Planning@EdmondOK.gov

☎ (405) 359-4790

TO: Edmond Urban Forestry Commission

FROM: Ken Bryan, Director of Planning

DATE: September 8, 2026

RE: Discussion and Consideration of a Recommendation to Adopt a Unified Development Code Which Would Replace Municipal Codes for: Zoning; Subdivisions; Site Design and Development Standards; Stormwater Drainage; and Other General Regulatory Matters Related Thereto in the City of Edmond. (City of Edmond; Citywide)

Background

In October 2022, the City of Edmond engaged Freese and Nichols, Inc. to prepare a comprehensive update to the City's development code and processes. The project, now often referred to as Edmond's Unified Development Code or "UDC", includes four (4) major phases - Phase 1: Diagnostic Report (completed); Phase 2: Code Development (ongoing); Phase 3: Mapping (ongoing); and Phase 4: Adoption (recently initiated).

The UDC is designed to replace Title 21 (Subdivision Regulations), Title 22 (Zoning) and Title 23 (Stormwater/Drainage) of the City of Edmond's ordinance with a new title of the municipal code (Title 26) with the goal of modernizing, clarifying, and integrating the development-focused provisions of the code.

Phase 1: Diagnostic Report was completed in August 2023 and identified several opportunities for Edmond to make significant improvements in its development codes. Some of these key findings included components of the current code are no longer strongly aligned with the community's vision as captured in adopted plans especially The Edmond Plan, the East Edmond 2050 Plan, and the EdmondShift Long-Range Mobility Plan; simpler language and more graphics would help make the code easier to use; the current structure can be unnecessarily cumbersome to navigate and update; and the code lacks sufficient provisions associated with redevelopment and infill. These as well as others result in overly long approval timelines, an overuse or over-reliance on Planned Unit Developments, and difficulty in obtaining desirable outcomes, for example, with regard to housing, landscaping, mobility, and corridor revitalization.

The UDC features simpler language paired with more graphics, and higher standards paired with simpler processes.

The Diagnostic Report can be found here: [08.14.2023 FINAL Diagnostic Report.pdf](#)

Phases 2 and 3, the code preparation and its associated mapping, are mostly complete except any feedback or changes resulting from the adoption process.

Public/stakeholder involvement is a vital part of the code creation process. Using the detailed public engagement outcomes from the East Edmond 2050 Plan as a starting point, the UDC included engagement with community stakeholders, most recently (March 2026) a detailed review of the draft code at a series of Open Houses and Office Hours opportunities. The public engagement process also includes review by appointed boards and commissions at their public meetings, mostly being accomplished in September 2026, with subsequent review and consideration by City Council.

The UDC includes several updates that are designed to both build on components that are working well such as landscaping, special districts, community engagement, and access while at the same time significantly improving the predictability of the development process for applicants, residents, and officials.

The current version of the draft code can be found here:

[2026.09.02_Edmond_UDC_Draft_Revised.pdf](#)

This presentation will include a brief overview of the UDC process, describe key components and tradeoffs, and provide an opportunity for feedback and questions.



Unified Development Code — Urban Forestry Commission Update

September 9, 2026

Overview

Introduction



Big Ideas and Major Changes



Next Steps and Timeline



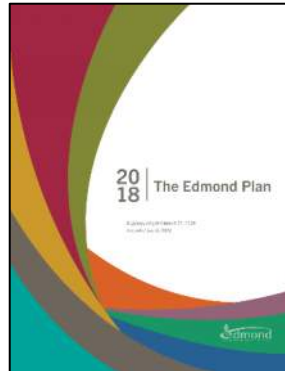
Project Purpose



Clarify and Streamline Development Procedures



Ensure High-Quality Development Outcomes



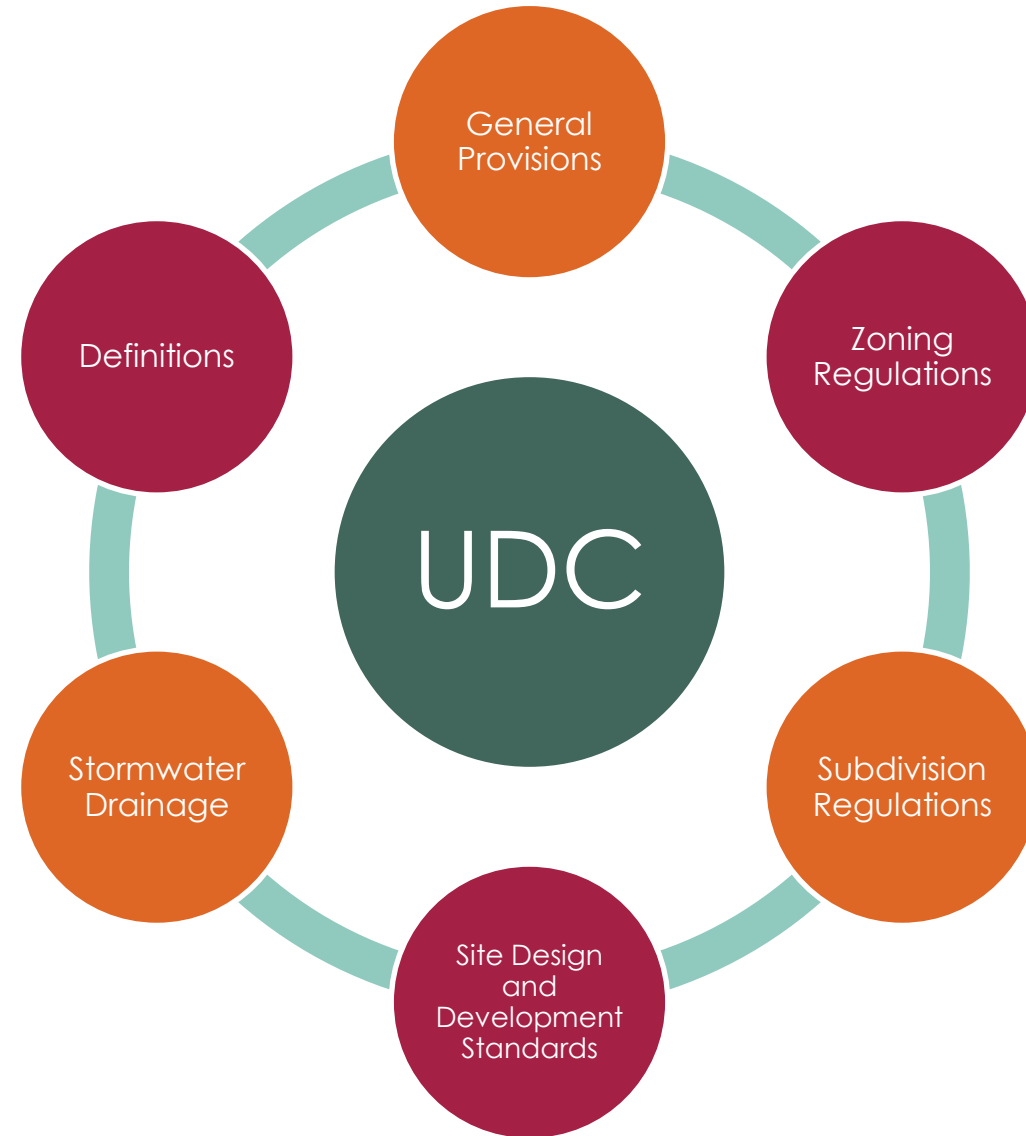
Implement and Realize the Edmond Plan

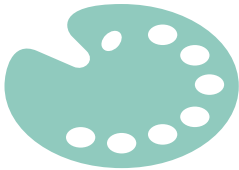
PROJECT SCHEDULE

PHASE 1	PHASE 2	PHASE 3	PHASE 4
Nov 2022	Aug 2023	June 2025	Fall 2026
Phase 1 <i>Diagnostic Report</i>	Phase 2 <i>Update Development Codes</i>	Phase 3 <i>Mapping Updates and Code Refinement</i>	Phase 4 <i>Adoption</i>



UDC Organization





Legibility and Usability



**Use of Graphics, Diagrams,
and Illustrations**



**Use of Hyperlinks in Digital
Formats**



**Use of Common
Language, Reduction of
Jargon**



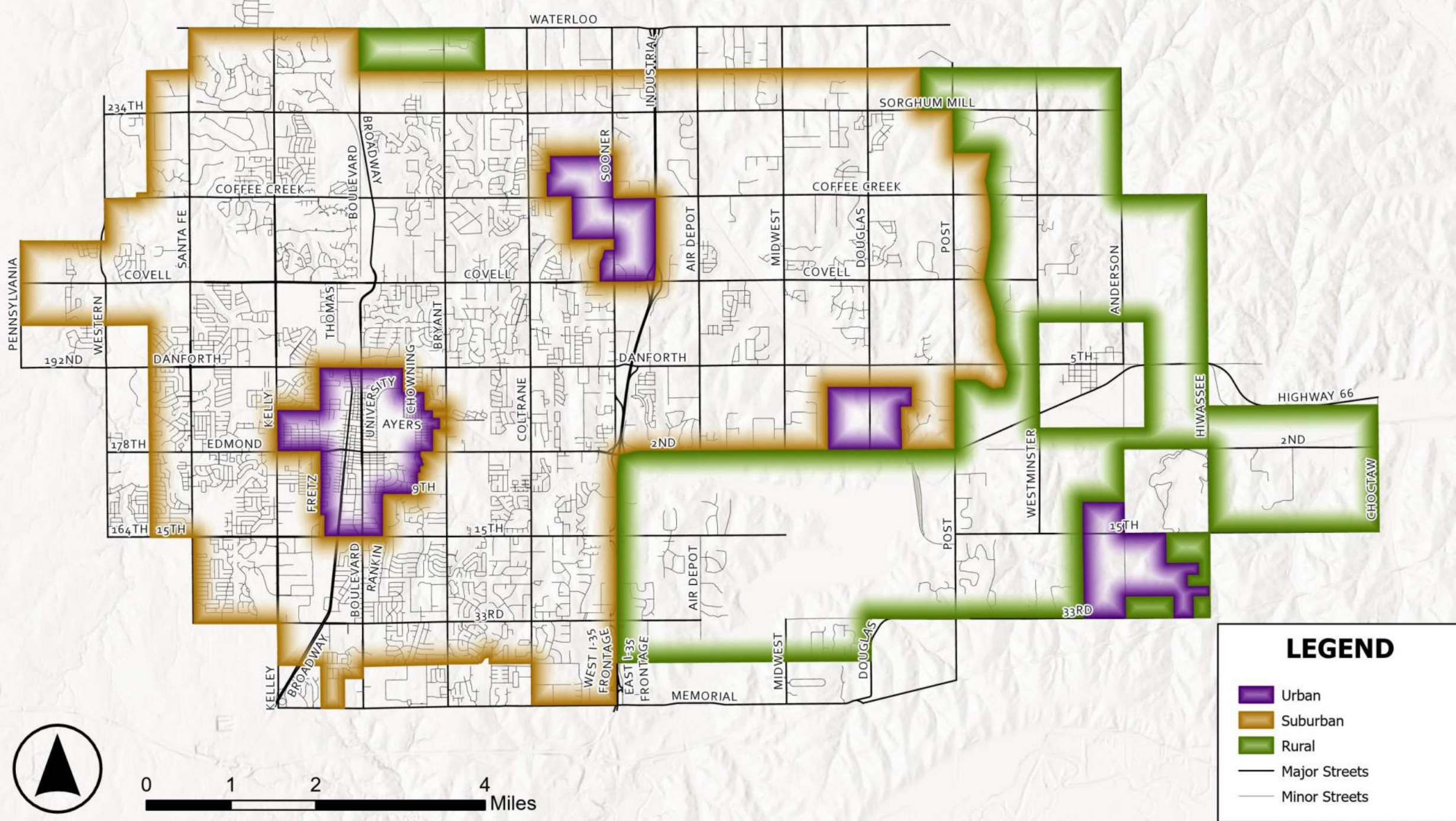
Zoning Approach

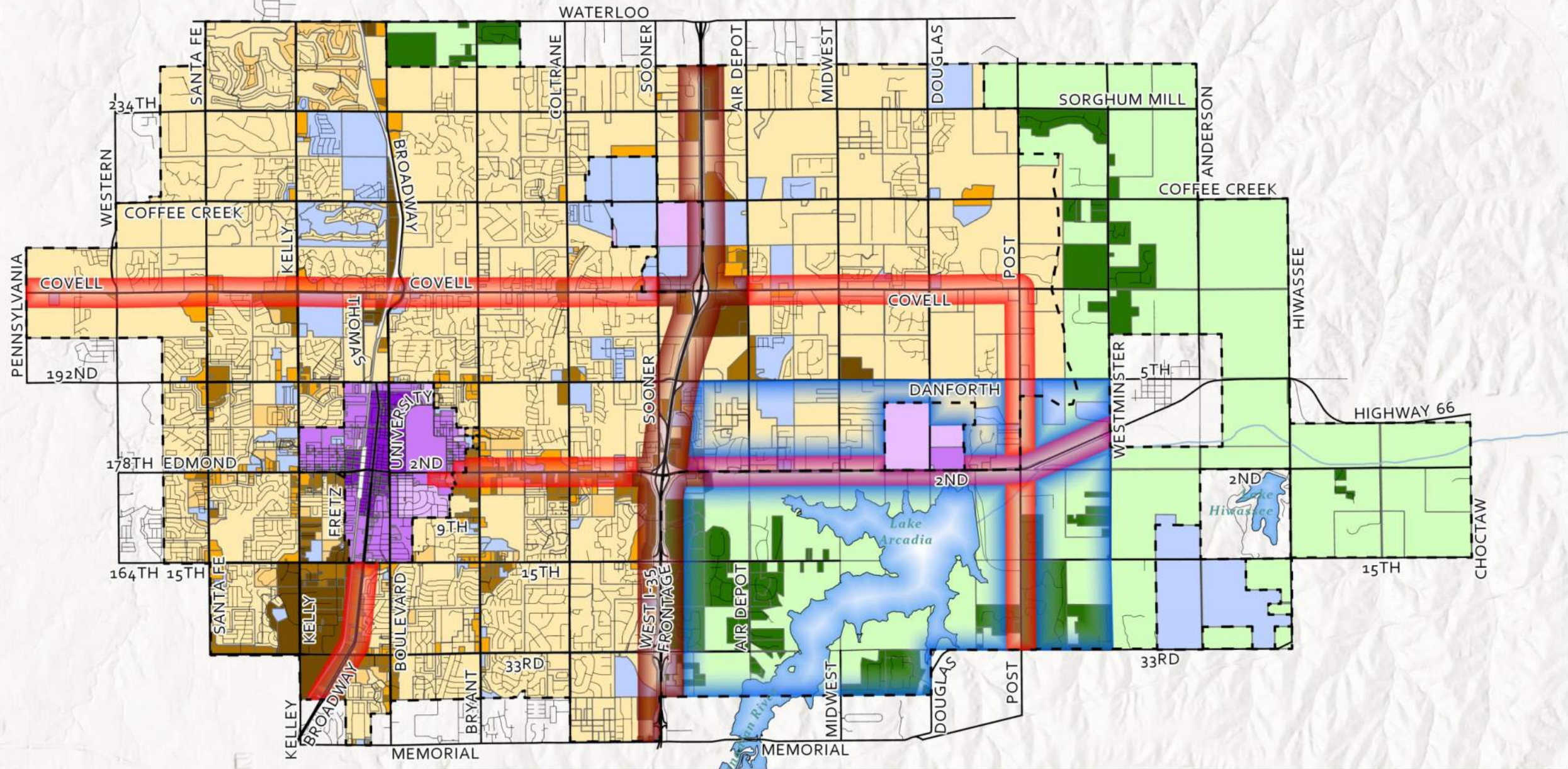
Current

- ☐ 32 Districts
- ☐ Many underutilized
- ☐ Minute differences between Districts

Proposed

- ☐ 3 Contexts
- ☐ 10 Zoning Districts (+5 Overlays)
- ☐ PUDs may be maintained
- ☐ Equivalencies established
- ☐ Relation to Comp Plan established





0 0.75 1.5 3 Miles

- Context Area
- Major Streets
- Minor Streets
- Area Lakes
- Rivers

- Zoning Overlay**
- Lake Arcadia
 - Route 66
 - I-35

- Proposed Zoning District**
- Core Network
 - Rural Agricultural Preservation (R-AG)

- Legend**
- Rural Neighborhood (R-NH)
 - Suburban Residential (S-RE)

- Suburban Neighborhood (S-NH)
- Suburban Local Commercial (S-LC)

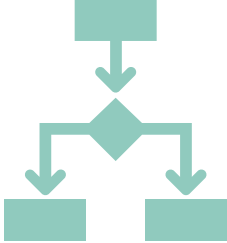
- Suburban Regional Commercial (S-RC)
- Suburban Flex Industrial (S-FI)
- Urban Edge (U-ED)

- Urban Transition (U-TR)
- Urban Core (U-CR)
- Planned Unit Development (PUD)

Arcadia Lake Protection

The overlay connects development decisions to long-term water quality and watershed protection.





Procedural Approach



**Clarity for Applicants and
Future Decision Makers**

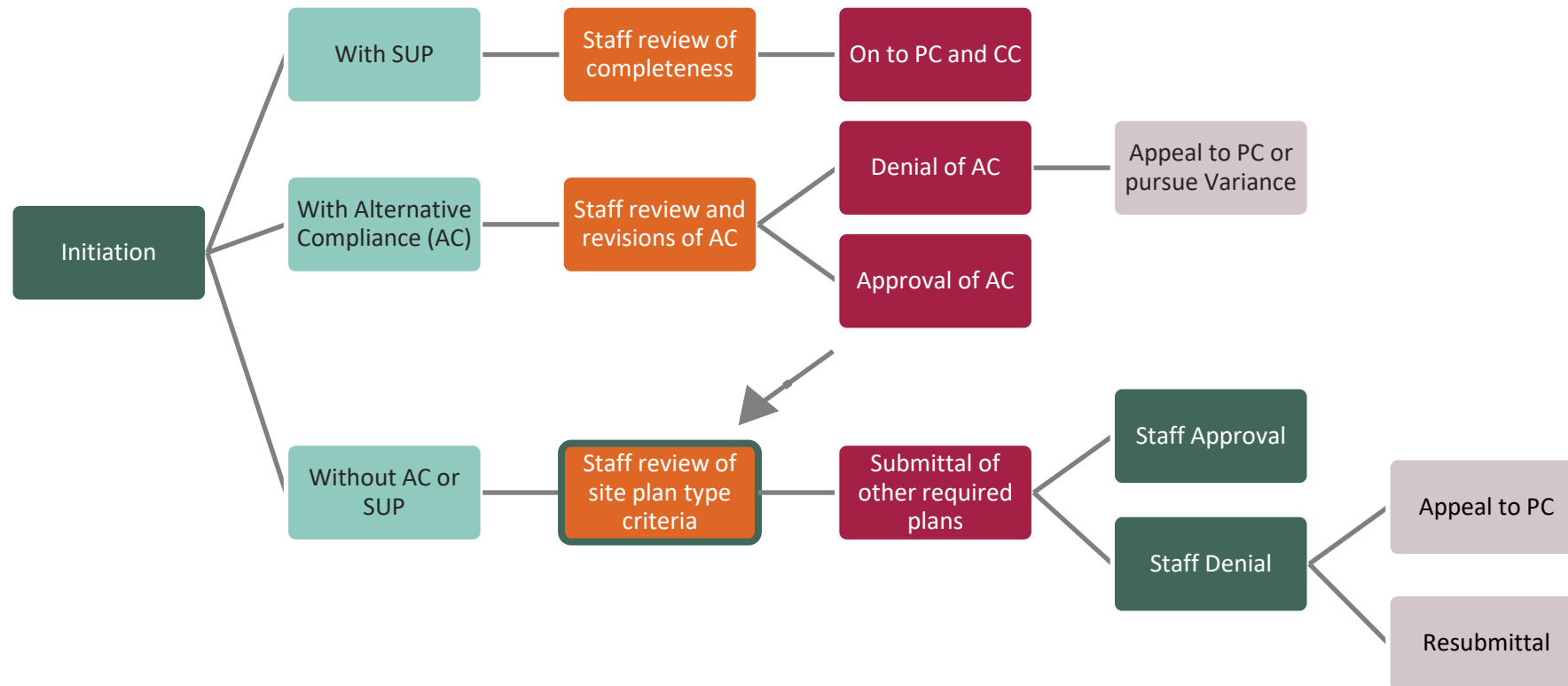


**Consistency, Predictability,
Fairness, Legal Soundness**



**Leverage Staff Expertise,
Sustain Community
Oversight**

Site Plans



Site Plan Types – New Construction

Type	Use Subcategory
0	Low-Density Living
I	High-Density Living Group Living Agricultural Child Care Facilities
II	Artisan Industry Office and Professional Services Retail Sales Public and Civic Uses Overnight Accommodations
III	Light Industrial Heavy Industrial Vehicle/Equipment Sales/Service Marijuana Uses Entertainment and Recreation

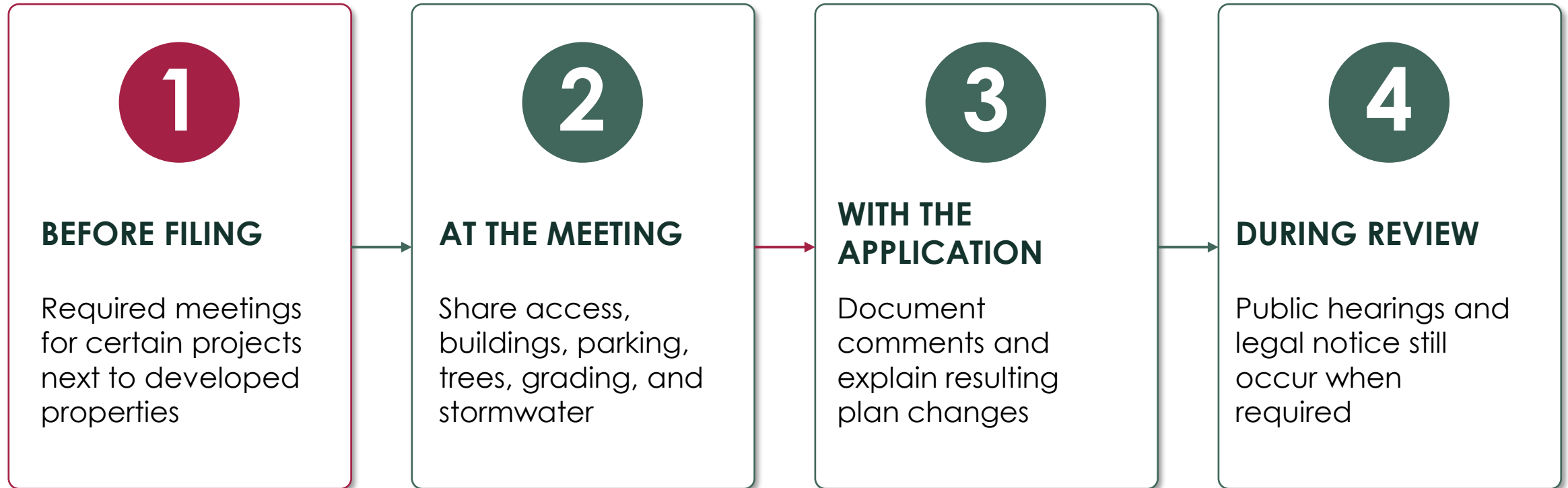
Site Plan Types – Alterations

Type	Building Criteria	Site Criteria
0	Any addition/alteration	5-9% site disturbance
I	0-10% increase in GFA or height	10-20% site disturbance; 0-10% impervious surface increase; local street access; 1,000 ft.+ from Residential property line
II	11-30% increase in GFA or height Structure(s) 15-24 years old	21-30% site disturbance; 11-30% impervious surface increase; collector/arterial access; 501-999 ft. from Residential property line
III	31%+ increase in GFA or height Structure(s) 25+ years old	31%+ site disturbance; 31%+ impervious surface increase; collector/arterial access; 0-500 ft. from Residential property line

Site Plan Submittals

Type	Submittal Requirements
0	Landscape Plan Grading and Stormwater Plan
I	Landscape Plan Parking Plan Grading and Stormwater Plan Façade Plan Utility Plan
II	Landscape Plan Parking Plan Grading and Stormwater Plan Façade Plan Utility Plan
III	Landscape Plan Parking Plan Grading and Stormwater Plan Façade Plan Lighting Plan Utility Plan

Earlier and More Structured Neighbor Input



Uses

ONE TABLE CONNECTS

USE	DISTRICT	PERMISSION	STANDARD	PARKING
Restaurant	S-LC	L	§26.02.040.C	1 / 200 SF



PERMITTED

Allowed when applicable standards are met



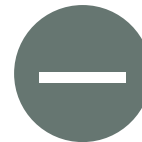
LIMITED

Allowed when use-specific standards are met



SPECIFIC USE

Requires public review and approval



NOT PERMITTED

Not allowed in the district

More Housing Options



Detached



Duplex + Triplex



Fourplex



Cottage Court



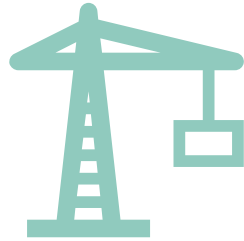
Multifamily



Accessory Unit

District location + lot and building standards + site design + compatibility requirements

Development Standards



Robust Architectural and Design Standards



Protection for Neighbors from Adverse Impacts of New Development



Standards to Support Infill Development; Maintain Neighborhood Character

Landscape

Measurable Requirements

- 15% minimum landscape area
- 30 plant units per 250 square feet
- At least 50% of plant units are trees

Context Areas

- Suburban nonresidential development adds a 10-foot street buffer
- Urban districts use downtown streetscape and frontage-based street trees

Better Parking-Lot Shade

- 12-foot front parking buffer
- Landscape island every 12 spaces
- 12-foot median between every three double rows

Existing Trees

- Preserved trees earn plant-unit credit based on tree diameter and forest priority
- Additional credit for native trees and trees preserved in buffers
- Preservation can reduce new planting while retaining mature canopy

High Standards

- At least 50% native to the Cross Timbers ecosystem
- At least 25% evergreen
- Species diversity required on larger planting plans
- Utility, soil, mulch, and long-term maintenance requirements are clarified for each context

Tree Preservation

EARLY RECOGNITION

- Natural Resource Evaluation required before Type I, II, or III site plans and preliminary plats
- Tree canopy and preservation areas identified before development design is finalized
- Priority reflects context, tract size, and forest composition

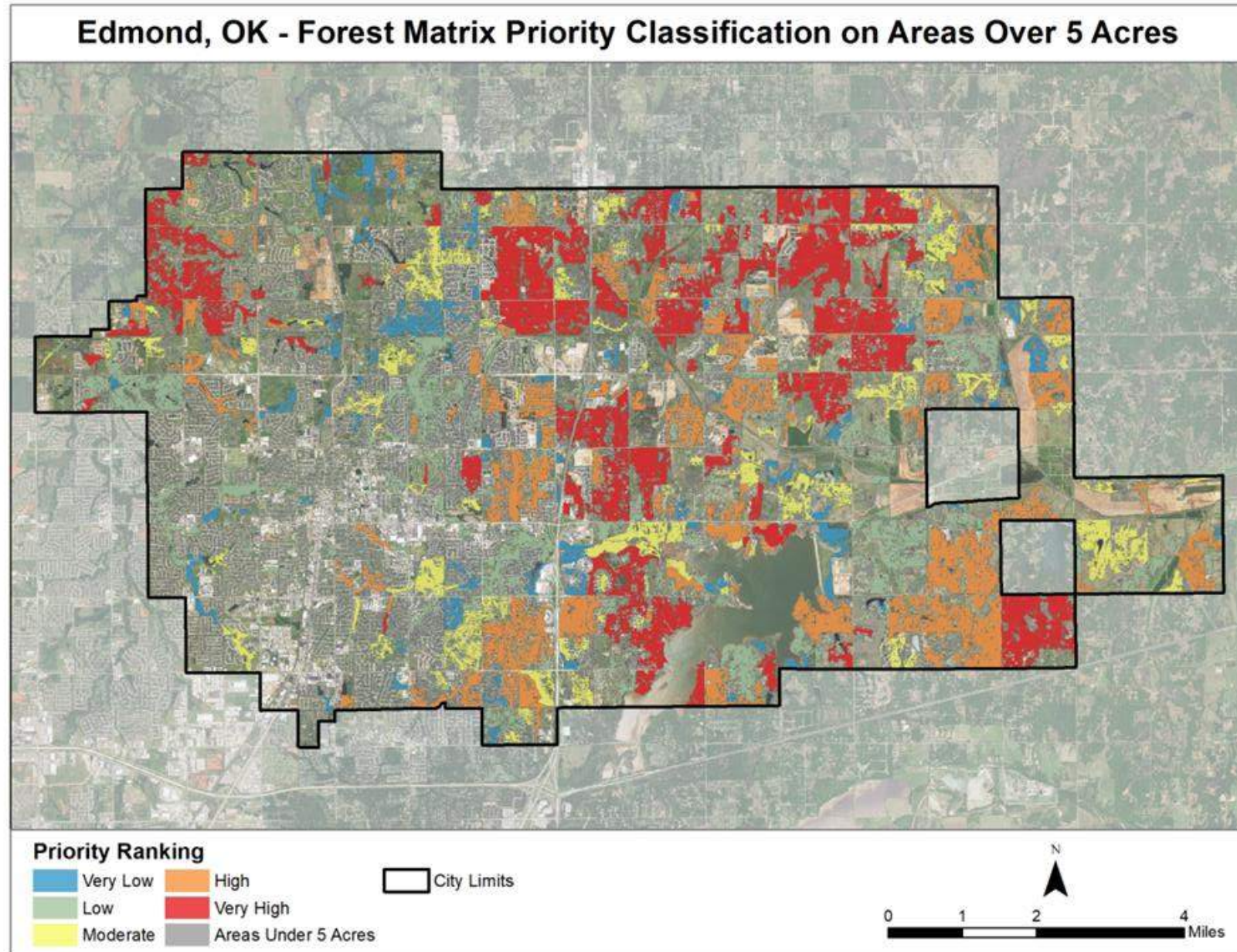
PROTECTION REQUIREMENTS

- Platted areas provide Forest Area, with preservation tied to existing canopy
- Tree Preservation Areas placed in common areas and shown on the final plat
- Contiguous areas and perimeter preservation reduce fragmentation

FOLLOW THROUGH

- Tree protection installed before grading or land disturbance
- Impacts to preserved trees require replacement preservation or a revised plan
- Preservation areas actively managed for long-term forest health

Tree Preservation



Tree Preservation

Priority Context	V. Low	Low	Moderate	High	V. High
Rural					
Less than 5 acres	25%	30%	35%	40%	50%
5 acres or more	30%	35%	40%	45%	50%
Suburban					
Less than 5 acres	25%	27%	30%	32%	35%
5 acres or more	30%	35%	40%	45%	50%
Urban - Exempt					

Urban Forest Replenishment Fund

1

PRESERVE

Minimum 20% preservation requirement met or maximized. Tree removal avoided.

2

CALCULATE

For unavoidable removal, UFRF calculations completed.

3

RESTORE

Funds support planting, establishment care, stewardship, grants, canopy restoration, and related public projects.



CALCULATION = ACRES REMOVED × PRESERVATION MULTIPLIER × UNIT COST

Guardrails

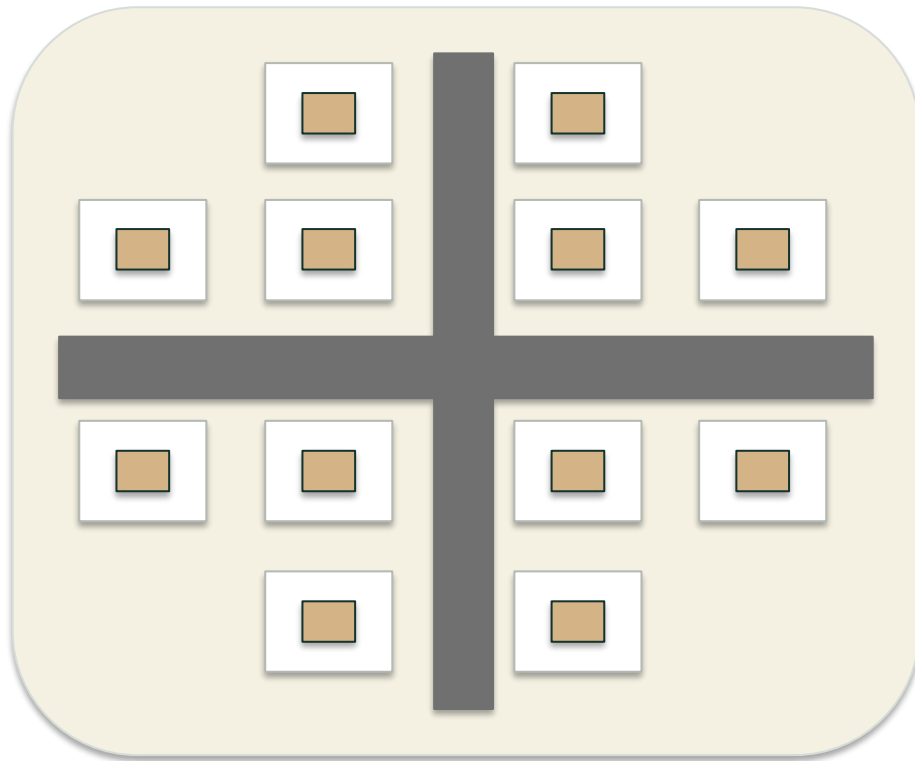
- Separate municipal account
- Public reporting
- Funds limited to urban forestry purposes

Long-Term Results

- Permanent protection
- Five-year monitoring
- 80% survival requirement

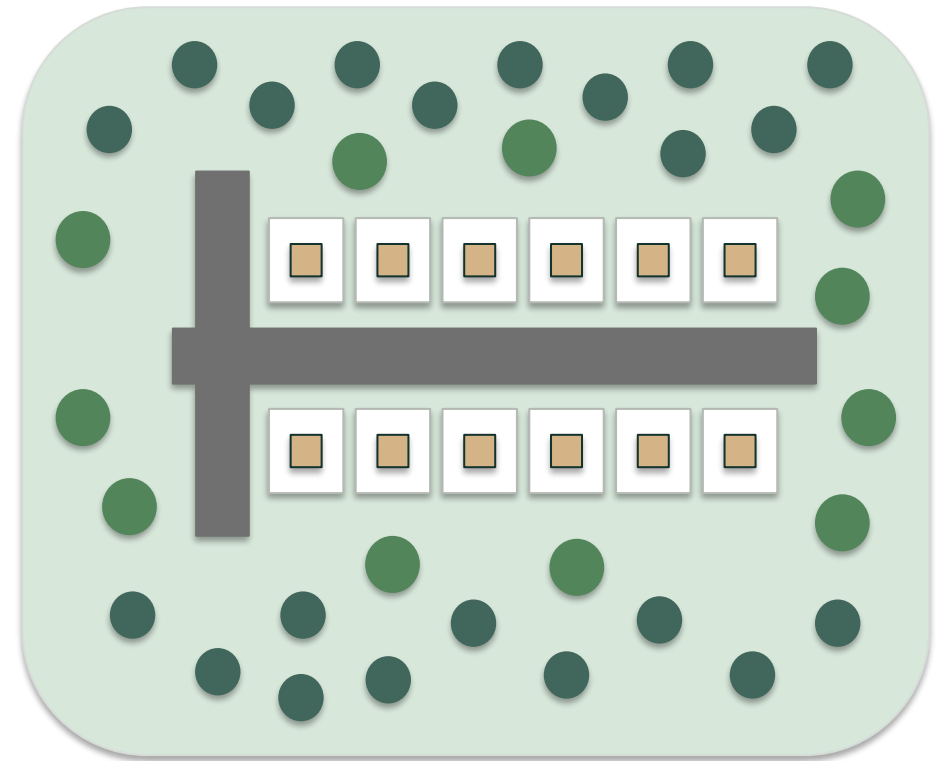
Conservation Subdivisions

CONVENTIONAL PATTERN



Larger lots | More streets | More land disturbed

CONSERVATION PATTERN



Smaller clustered lots | 50%+ permanent conservation area

Flexibility with Higher Standards

ALTERNATIVE COMPLIANCE

A different design that meets or exceeds the standard's intent

PLANNED UNIT DEVELOPMENT

A coordinated framework for innovative or unique development

VARIANCE

Limited relief based on qualifying property hardship

SUBDIVISION WAIVER

Relief when strict compliance is impractical in defined circumstances

CONDITIONS OF APPROVAL

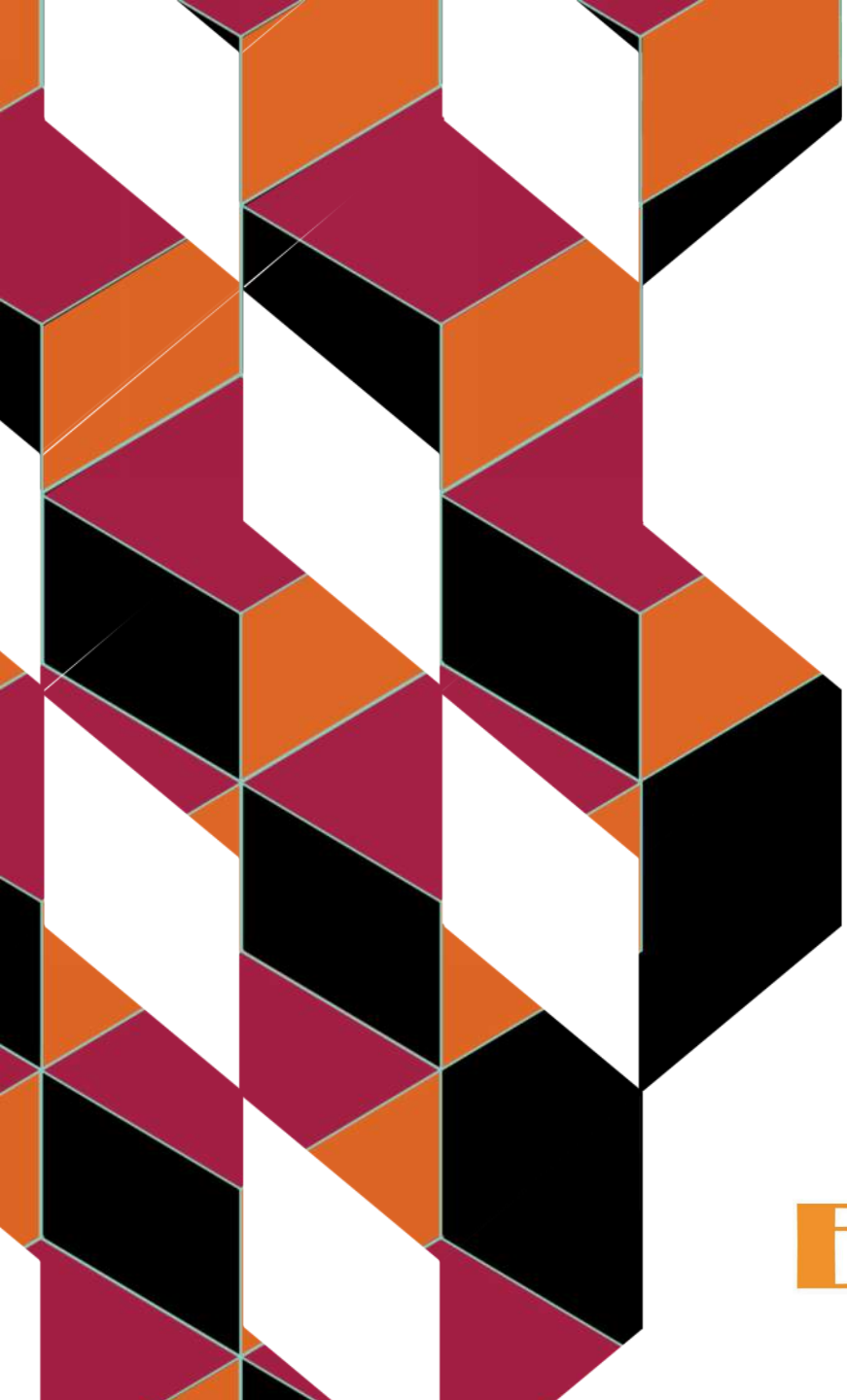
Project-specific measures addressing identified impacts

Next Steps

Public Hearings – Boards and Commissions

- *Sept 9: Urban Forestry Commission*
- *Sept 15: Central Edmond Urban District Board*
- *Sept 17: Parks and Recreation Advisory Board*
- *Sept 17: Development Impact Review Committee*
- *Sept 21: Stormwater Drainage Advisory Board*
- *Sept 22: Planning Commission*
- *Oct 1: Development Impact Review Committee*

City Council Workshops and Hearings – October



Thank You

Discussion



Edmond Legacy Tree Nomination

General Information

Date: August 14, 2026

Nominator Name: Jessica Gebhart

Tree Species: Quercus stellata / post oak

Tree Location: 1220 Mockingbird Ln, in the center of the driveway

Selection Criteria:

X Tree Size; ____ Botanical Interest; (X) Historical Significance; ____ Community Ties; ____ Landmark Tree

Selection Criteria Information

Tree Size

Subject Tree

Species Average (per Forest Trees of Oklahoma)

Trunk circumference (C): 150 inches

Diameter ($D=C/\pi$): 47.75 inches

18 inches

Total tree height: 25 feet (estimated)

20-60 feet

Average crown spread: 23 feet (estimated)

Botanical Interest

Unusual features which set this tree apart from other trees in Edmond:

N/A

Historical Significance

Description of the tree's historical significance:

N/A

Community Ties

Description of the tree's contribution, the event it was associated with, and/or an explanation of the tree's story:

N/A

Landmark Tree

Description of the tree's location, its recognizable features, and how it has served as a landmark in Edmond:

N/A

Additional tree information:

N/A

Tree Location Disclosure

I am the owner of the nominated tree and I GIVE permission to disclose the location to the public.

Staff Comments

These comments are based on measures for Selection Criteria listed in the Edmond Legacy Trees Nomination Guidelines.

- Tree Size: The tree is a native species and is within 80 percent of the mature size listed in Forest Trees of Oklahoma. There are currently two post oaks on the Edmond Legacy Trees registry, with one in the Tree Size category.
- Historical Significance: The nominator did not apply under the Historical Significance category, however given the trunk diameter size of the tree, staff would like to investigate the tree's age and recommends adding this criteria to the tree, should it meet eligibility requirements.

Photos and Supporting Documentation





Edmond Tree Grants Program Overview

Program Purpose

- Enhance tree canopy throughout Edmond
- Make trees available to neighborhood groups and schools on public property, for planting within areas that their communities will benefit from
- Provide education about proper tree planting and establishment care practices
- Build community through addition of trees within community spaces

Eligibility

- Neighborhood groups and K-12 public schools (or associated parent teacher organizations) within Edmond city limits are eligible. (To find out if your site is within city limits, view <https://gis.edmondok.com/addresslocator/>)
- Previous grant recipients may apply for another grant if a past project has been successfully completed and approved by the Urban Forestry Department.

Requirements

- For eligible neighborhood groups, projects must be located within neighborhood-managed areas such as right-of-ways or platted common areas. For eligible public schools, projects must be located on school grounds or right-of-way adjacent to the school.
- Urban Forestry encourages applicants to engage their school/neighborhood community in the planting of the trees; however, a community planting event is not required. The applicant will facilitate the planting of the trees themselves or through a contractor, adhering to the planting specifications detailed in the Edmond Tree Grants Manual.
- Applications must include two points of contact for the neighborhood/school group who will be responsible for coordinating with the Urban Forestry Department on project details, overseeing project implementation and maintenance, and corresponding with Urban Forestry up until approval of the Final Inspection.
- Neighborhood - Common Area & K-12 Public School: Applicants may request trees in one of the following sizes: seedlings, 3-gallon containers, or 15-gallon containers. Maximum quantities for sizes within each of the two planting options include:
 - Tree seedlings: 100; 3-gallon containers: 25; OR 15-gallon containers: 8 (plus watering bags, if needed)
- Neighborhood - Street Tree:
 - Neighborhood groups may request up to 25 trees in 3-gallon containers for distribution to residents as street trees.
 - Street trees must be planted in the front yard of a residence, visible from and within 20 feet of the street.
- Note: Number of trees available may be subject to change due to program funding and current tree pricing.

Application Contents

- Applications will be submitted through an online form on the City of Edmond's web site.
- Contact Information – General information about the neighborhood/school and Points of Contact. School applications must include written consent from the school administrator. For neighborhoods with HOA's, one of the Points of Contact must be representative from the HOA Board.
- Proposal Information – Applicants may choose to consult with Urban Forestry staff in order to draft this information, if needed.
 - Project Description – Project intent, benefits to the neighborhood/school and greater community, plans for community engagement, other information pertinent to the project
 - Project Details
 - Planting location
 - Number of trees requested and sizes (see above under "Requirements" for information about available sizes)
 - Planting objectives, i.e. providing shade, windbreak/screening, fall color, spring flowering, etc. This will inform species selection when meeting with Urban Forestry about the planting design.
 - Party responsible for planting the trees, acknowledgement that tree planting specifications within the Edmond Tree Grants Manual will be followed.
 - Maintenance Plan – In addition to providing information about who will be responsible for establishment care of the trees, applicants must agree to follow specifications that are listed within the Edmond Tree Grants Manual.
- Photos of the proposed project area

Review Process

- Applications will be accepted from summer into the fall and reviewed monthly on a first come, first served basis. If available program budget is used up prior to the set closing date, applications will close until the following program year.
- Once received, applications will be placed on the next available Urban Forestry Commission agenda for review and consideration. The Urban Forestry Commission's regular meetings are held at 4:30 PM on the second Wednesday of the month.
- If approved, the Urban Forestry Department will facilitate next steps with the Points of Contact to plan their project. Additional information may be needed from the Points of Contact prior to approval of an application.

Project Facilitation

- Urban Forestry will work with the designated Points of Contact to finalize details for the project. Urban Forestry will provide a site assessment, planting design and guidance on tree species, as well as providing the trees. Watering bags (for 15 gal trees) may be provided if needed. Grant recipients will be responsible for providing mulch and t-posts/staking materials.

- Once project details are finalized, Urban Forestry will prepare the Edmond Tree Grants Agreement, which must be signed by the Points of Contact and returned to Urban Forestry prior to advancement of the project.
- Urban Forestry will procure trees for the project beginning in the fall, and projects should be implemented during the dormant season (ideally from October – March).
- Prior to planting, Points of Contact (and planting contractors, if applicable) will be required to participate in a pre-planting meeting with Urban Forestry. The Points of Contact will be responsible for ensuring that trees are planted in accordance with tree planting specifications found within the Edmond Tree Grants Manual.
- Once trees have been installed, Urban Forestry will perform a post-planting inspection. If trees are not planted according to specifications, issues must be corrected in order to receive approval of inspection.
- Once trees have been planted, the Points of Contact will be responsible for overseeing implementation and continuation of tree establishment care, per the Edmond Tree Grants Manual, until the Final Inspection has been completed.

Final Inspection

- Two years after the project is completed, Urban Forestry will perform a Final Inspection of the planting.
- Applicants with successful projects may be eligible for future grants.

Distribution of Duties

The neighborhood/school Points of Contact will be responsible for:

- Project application/proposal and related correspondence with Urban Forestry
- Coordinating between Urban Forestry and the neighborhood/school
- Meeting and corresponding with Urban Forestry to finalize project details
- Signing the Edmond Tree Grants Agreement and returning it to Urban Forestry
- Giving input on species selection and planting design
- Locating underground utilities within the project area through CallOkie and avoiding utilities when planting. City-provided planting plans will make efforts to avoid utility conflicts; however, avoiding utilities, easements, and/or negative property impacts is the responsibility of the Points of Contact.
- Participating in a pre-planting meeting with Urban Forestry, facilitating the planting of trees per the planting design and planting specifications found within the Edmond Tree Grants Manual, and correcting planting issues identified in the post-planting inspection.
- Providing mulch and t-posts/staking materials for trees per specifications in the Edmond Tree Grants Manual
- Overseeing tree establishment care per the Edmond Tree Grants Manual
- Maintaining contact availability with Urban Forestry up until approval of the Final Inspection

- Assuming responsibility for any damage caused by planting, tree location and tree growth, and for future maintenance needs, to include pruning and/or removal of the trees.

The Urban Forestry Department will provide:

- Facilitation of grant review process
- Technical assistance for project details such as a site assessment, tree species and other site considerations
- Planting design, with input from the Points of Contact
- Preparation of the Edmond Tree Grants Agreement
- Procurement of trees for the project
- Specifications for tree planting technique and establishment care of trees, as well as technical guidance during project implementation
- Post-planting inspection
- Consultation on tree issues as needed
- Final Inspection

Contact Leigh Martin with the Edmond Urban Forestry Department with questions about the Edmond Tree Grants program:

Phone: 405-359-4759

Email: leigh.martin@edmondok.gov

Mailing address: PO Box 2970, Edmond, OK 73083

Edmond Tree Grants Manual

By applying to receive trees through the Edmond Tree Grants program, participants agree to follow the specifications listed below. Contact Urban Forestry at 405-359-4759 or leigh.martin@edmondok.gov with questions about this information.

Tree Planting Technique

Tree planting technique has a significant impact on a tree's long-term condition and longevity. In order to set up your new trees for success, trees received through the Edmond Tree Grants program must be planted according to the specifications below.

The Root Collar

A tree's "root collar" is the area where the base of the stem meets the majority of the tree's structural roots. During the nursery production process, the root collar is frequently covered up by soil. However, it is recommended that at the time of planting, the top of the root collar be exposed and planted at or slightly above surrounding grade to prevent negative effects of deep planting (see Figure 1).

Figure 1. Root Collar Detail

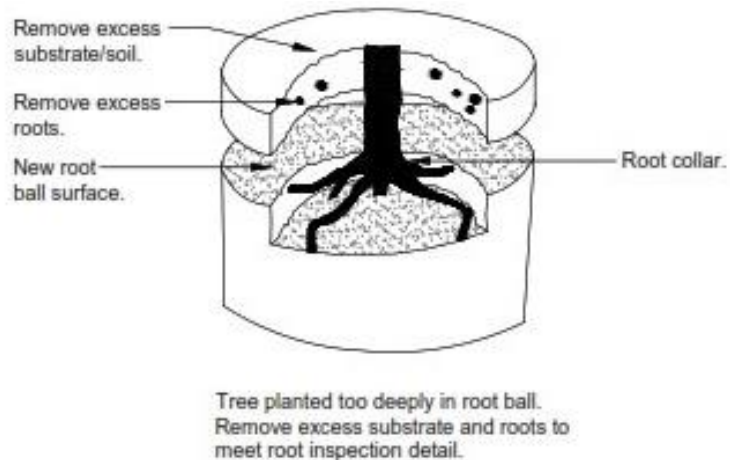
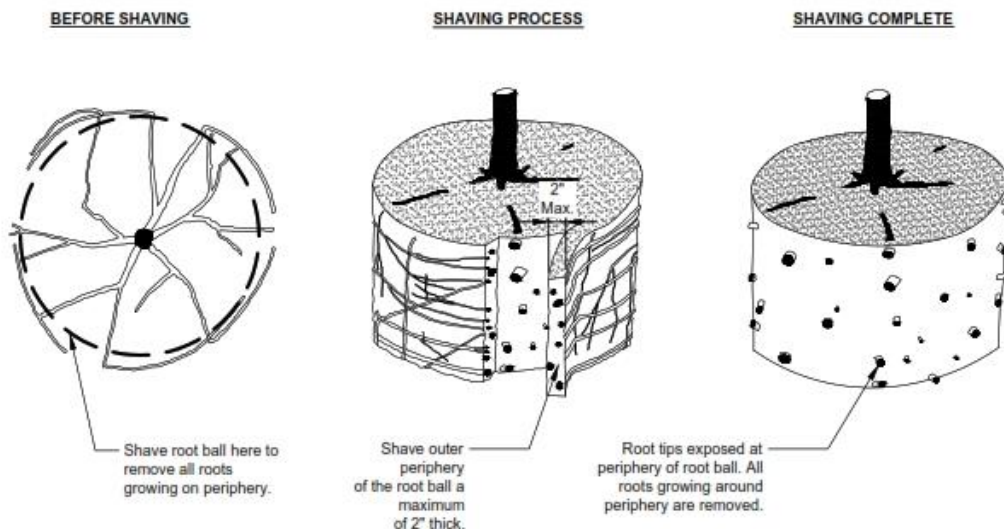


Figure 2: Root Shaving Detail



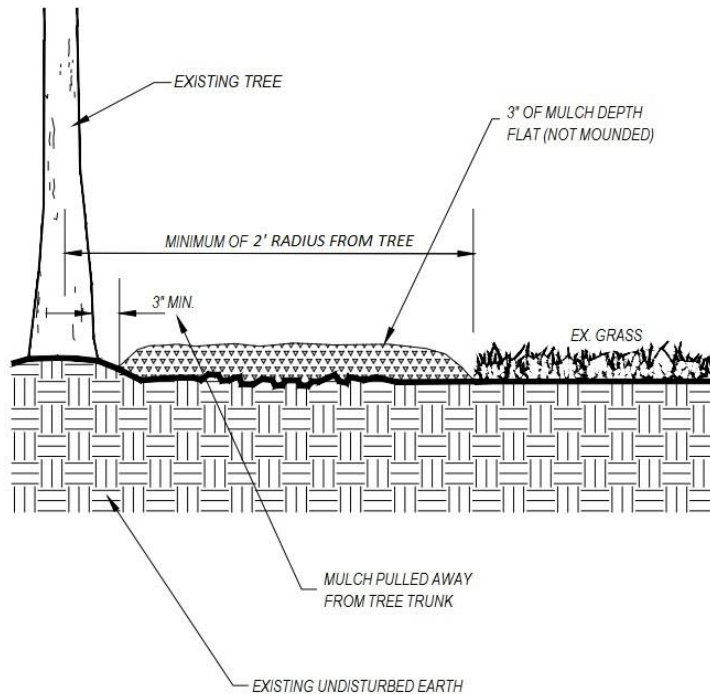
Notes:

- 1- Shaving to be conducted using a sharp blade or hand saw eliminating no more than needed to remove all roots on the periphery of root ball.
- 2- Shaving can be performed just prior to planting or after placing in the hole.

Planting Procedure for Container-grown Trees

1. At least 48 hours prior to planting, contact Oklahoma One-Call (811) in order to locate underground utilities.
2. Remove soil from the top of the tree's root ball to expose the root collar. The height of the root ball from the bottom to the base of the root collar will determine the appropriate depth of the planting hole.
3. Dig the planting hole to a width of 2-3 times the diameter of the root ball, but no deeper than the height of the root ball (with root collar exposed).
4. After removing the tree from its container, examine the root ball for circling roots. Straighten circling roots where possible, or shave the outside of the root ball to remove circling roots (see Figure 2).
5. Remove tape, ties, tags and bamboo stakes from the tree's trunk and branches, and place the tree in the center of the planting hole. The root collar should be placed even with or up to 2" above surrounding grade. If the root collar is below surrounding grade, add soil to the bottom of the planting hole, tamping in until the root ball is at the correct height. Check to ensure that the trunk is straight before backfilling.
6. Begin backfilling the hole around the root ball with the original soil from the hole, tamping lightly as it is filled in. It is not recommended to add compost or topsoil to the planting hole. Take care not to place soil back on top of the root ball. Once the hole has been filled in, create a berm around the edge of the planting hole with excess soil and clumps of sod.
7. Spread a 3-4" thick layer of organic mulch such as shredded cedar across the planting hole area, pulling the mulch back away from the trunk a couple of inches (see Figure 3).
8. Thoroughly water in the tree the same day of the planting, in an amount that will ensure that the entire root ball and backfill soil becomes moist.
9. Larger container trees may require stakes in order to stabilize the root ball against strong Oklahoma winds while the tree is establishing roots in the surrounding soil. Apply staking materials according to Figure 4, making sure that the tree has some freedom of movement in the canopy, in order to allow development of trunk taper. Appropriate materials for staking include t-posts and nylon webbing. Posts should be driven in outside of the tree well and angled slightly away from the tree.

Figure 3. Tree Mulch Detail



Tree Establishment Care

Newly planted trees require some regular maintenance while they are getting established in their new environment in order to prevent transplant shock, or stress following planting. When implementing a maintenance plan for your new trees, please follow these recommended practices.

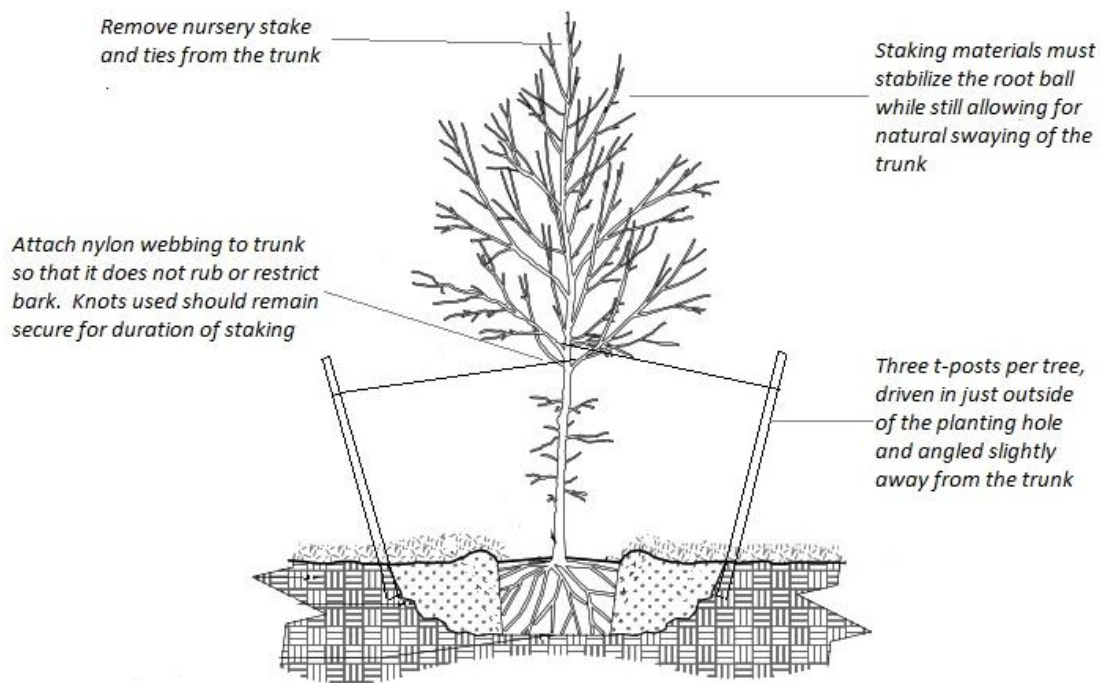


Figure 4. Tree Staking Detail

Water

- Newly planted trees require regular watering as they establish roots in the surrounding soil. Apply enough water to soak the root ball and tree well area, generally about 5-10 gallons per inch of trunk diameter.
- During the dormant season, water should be applied once every other week when there has been less than one inch of rainfall. During the growing season, increase this to once every 4-5 days. During the hot, dry conditions of the summer, a watering session once every 3-4 days may be necessary.
- Too much water can be just as harmful as too little, and soil that remains consistently moist can lead to stress and potential root rot. Allow soil to dry out slightly in between waterings.
- These recommendations are very general, but each site will have different conditions. It is a good practice to check soil moisture prior to watering by digging into the soil an inch or two with your finger. If soil is dry, water. If it is moist, wait and check again in another day.
- Acceptable watering methods include watering by hand using a garden hose or buckets, filling a slow release irrigation bag, or installing drip irrigation. Trees require larger quantities of water on a less frequent basis than lawn sprinkler systems provide, so lawn irrigation must not be substituted for these methods. Note that when drip irrigation is used, hand watering will be required during winter months when irrigation is turned off.

Tree Well Maintenance

- Mulch helps to retain soil moisture and adds minerals to the soil. It should be monitored after planting to ensure that it remains pulled away from the bark, to prevent trunk decay. Organic mulch will break down over time, and may need to be replenished. A depth of 3-4" is

recommended for mulch application, and trees can benefit from a broad mulch ring reaching to the drip line (edges of the canopy).

- Some lawn maintenance services will perform “cut and fill” around tree wells, which involves removal of soil around the perimeter of the tree. The soil is then often placed back on top of the root ball. This practice is discouraged, since it can damage absorptive roots that are close to the soil surface and cause stress as a result of the added soil over the root ball.
- Instruct lawn care providers to avoid operating string trimmers and mowers near tree trunks. Damage from this equipment can create wounds that girdle the trunk and contribute to tree stress and decline.

Fertilization

- Most well-adapted tree species can become established without requiring soil amendments or fertilization.
- Fertilization of trees (including application of compost) is only recommended in response to the results of soil testing. If a mineral deficiency is suspected, have the soil tested in order to determine what amendments are needed and create a treatment plan based on that information.
- When minerals are applied in excess, this can sometimes cause greater stress for trees and nearby plants, in addition to the negative environmental impacts of runoff into local waterways.

Pruning

- Trees should not be pruned at the time of planting, with exception of broken or dead branches.
- Wait a couple of years to begin performing structural pruning, after the tree has had some time to become established. It needs that energy for root growth! For recommendations about pruning young trees, view the International Society of Arboriculture’s fact sheet: https://www.treesaregood.org/portals/0/docs/treecare/Pruning_YoungTrees.pdf.

Stakes

- Monitor stakes to ensure that trees have flexibility of natural movement, while still supporting the root ball.
- Stakes should be removed no more than one year after planting.

Pests and Disease Issues

- Pest and disease issues frequently occur when trees are experiencing environmental stress. Following the recommendations above can help to create favorable growing conditions for your trees that will hopefully reduce instances of these problems.
- Urban Forestry is available to consult with you on issues that your trees are experiencing. Contact Leigh at 359-4759 or leigh.martin@edmondok.gov for assistance.

Edmond Tree Grants Applications (September 2026)

APPLICATION 1

Organization Name: Danforth Crossing

Organization Type: Neighborhood/HOA

Points of Contact: Stephen Roberts, Jennifer Roberts (clarification: residents of the neighborhood – there is no HOA yet but Beacon Homes has given permission for them to pursue the project)

Project Description and Objectives:

On the SE corner there is a new walking trail with sprinkler system and no trees! The objective would be to bring the neighboring forest more into the neighborhood and inspire others to plant trees! Beacon Homes is also the developer of the community- who are major sponsors of St Jude. Beacon Homes ranks among the absolute highest-performing production builders in Oklahoma. With an average HERS Index score of 37, their homes are over 60% more energy-efficient than standard new construction—outperforming nearly all standard volume builders in the state.

Location of Project: To the direct south of 1000 Harmony Drive. It would filter the trees from the east into the neighborhood.

Planting Option: Neighborhood – Common Area

Size of Trees Requested: 15-gallon containers

Tree Quantity: 8

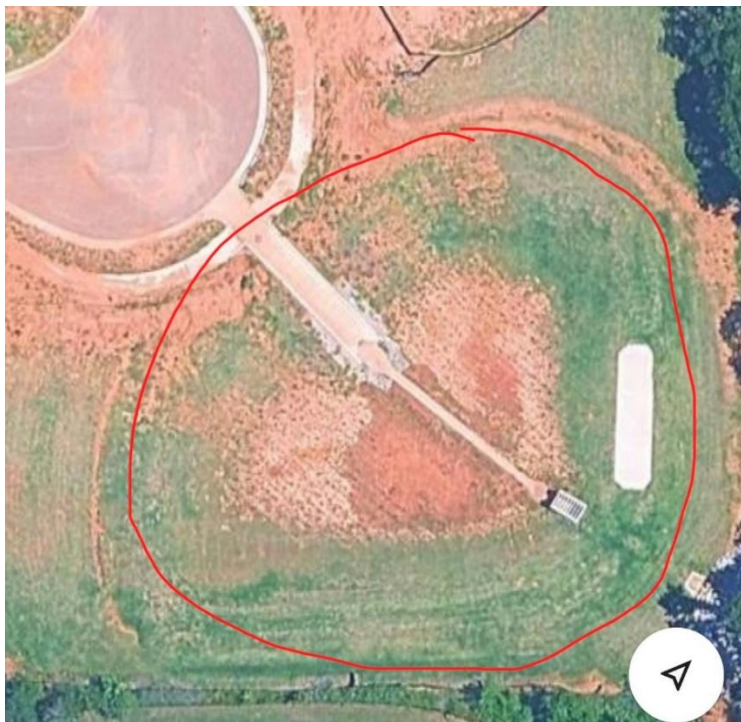
Community Engagement Proposal: “Forest to Footpath: Growing Our Neighborhood Canopy”

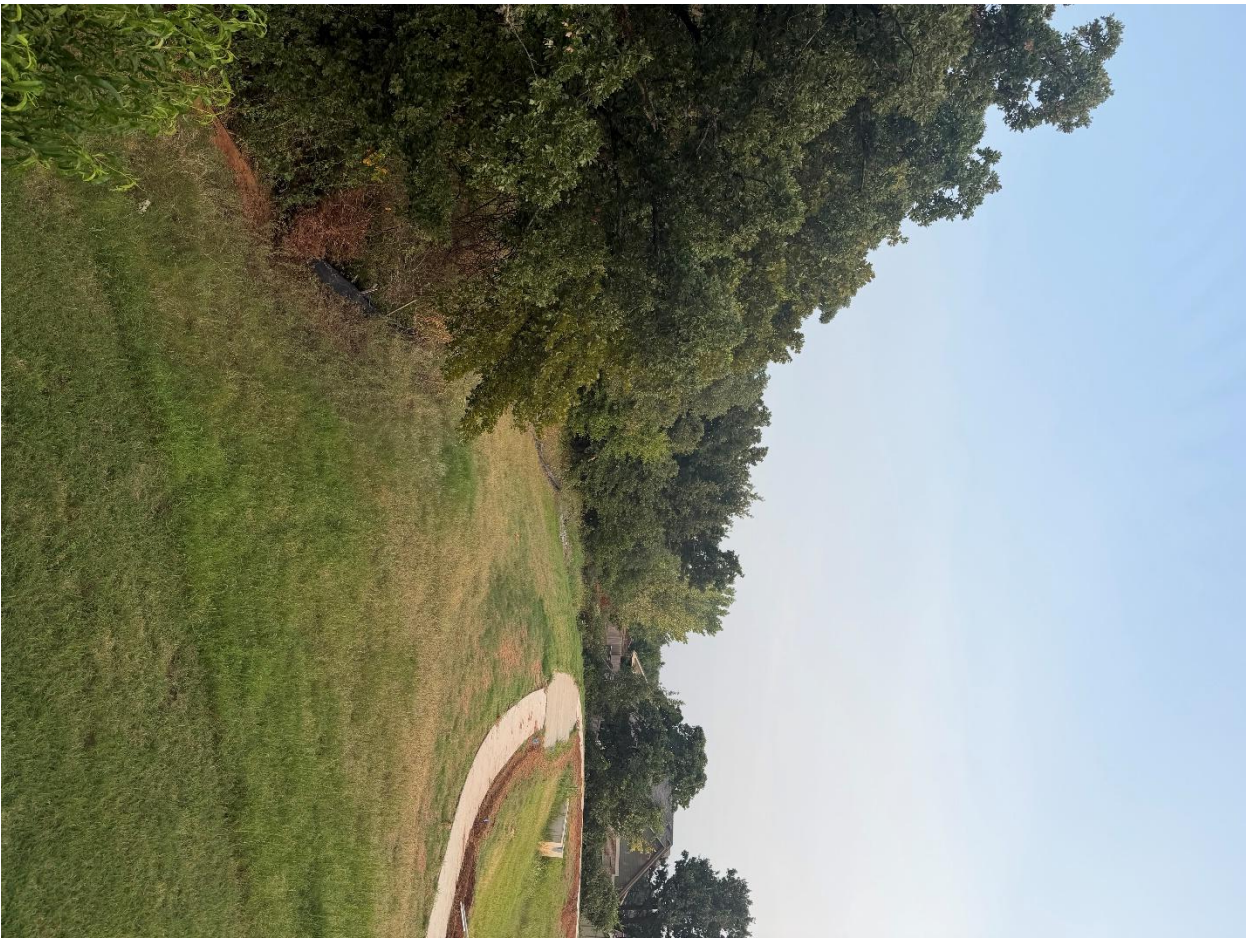
Planting Objectives:

Who will plant the trees? Beacon Homes, Steve Roberts and Neighbors

Who will be responsible for performing tree establishment care? Steve Roberts.

What is your plan for providing water to the trees? Sprinkler system and hose if needed (clarification: will hand water)





APPLICATION 2

Organization Name: Trails HOA 4-7

Organization Type: Neighborhood/HOA

Points of Contact: Heidi Wright and Cassey Wooding

Project Description and Objectives:

Over the past three years, our neighborhood park—which serves as a central hub featuring both our community playground and pond—suffered the loss of four very large, mature canopy trees. Three of these prominent trees succumbed to severe weather and age, while a fourth had to be removed due to disease to protect the surrounding foliage.

The intent of this project is to restore the lost canopy by planting replacement trees adjacent to the playground and pond area. Replacing these trees provides significant, direct benefits to both our neighborhood and the broader Edmond community:

Child Safety & Recreation: Restoring shade directly adjacent to the playground lowers ambient temperatures on equipment during hot summer months, creating a safer, cooler, and more comfortable environment for local families and children.

Wildlife Habitat & Ecological Health: Our pond is a vibrant ecosystem and home to a diverse array of local wildlife, including turtles, cranes, ducks, geese, deer, and wild turkeys. Replanting around the pond park helps preserve this natural sanctuary, restoring essential shelter, roosting spots, and food sources while aiding in soil retention and stormwater management.

Community & Aesthetic Value: Removing the diseased tree was a critical step in preserving overall plant health; introducing resilient new species now ensures long-term forest stability. Re-establishing this green space preserves neighborhood property values and directly supports the City of Edmond's long-standing commitment to urban canopy preservation and community forestry.

Also... we really enjoyed working with Leigh and the team the other year when they helped us replace trees at our street entrance area when the Bradford Pears fell over! Thank you so much!

Location of Project: 413 Woodhollow Trail - The Pond and Park playground common area to Trails 4-7. This is HOA neighborhood managed area.

Planting Option: Neighborhood – Common Area

Size of Trees Requested: 15-gallon containers

Tree Quantity: 8

Community Engagement Proposal: Our HOA Board members are personally committed to leading the installation and ongoing care of the new trees:

Direct Oversight: Board members will coordinate and assist with the initial planting process at the playground and pond park.

Targeted Watering Plan: Board members will personally manage regular irrigation, utilizing slow-release watering bags to ensure deep root establishment during crucial weather windows.

Dedicated Maintenance: The board will conduct routine inspections, re-mulching, and general upkeep to safeguard the trees from disease and environmental stressors, ensuring they grow into healthy, mature shade trees for our community.

This will be the same board members who are caring for the previous Edmond Tree Grant trees - Cassey, Heidi, Bill, Uwe, Mark, etc.

Planting Objectives: Shade, fall color - the trees that were removed were very tall big trees but we are not sure if they were truly native species and what was best of the area and animals.

Who will plant the trees? We pay our lawn maintenance team to do the planting but we will with it and the mulching

Who will be responsible for performing tree establishment care? The Trails HOA board is responsible

What is your plan for providing water to the trees? There is a hose and tap at the pond park area, which will make it easier to fill the water bags but we are also willing to drive water bags back and forth for refills if needed.





APPLICATION 3

Organization Name: Rustic Creek HOA

Organization Type: Neighborhood/HOA

Points of Contact: Joe Guidotti and Peter Gray

Project Description and Objectives:

Project Goal : To enhance the beauty, character, and environmental quality of Rustic Creek by planting eight (8) 15-gallon trees in neighborhood common areas, increasing tree canopy coverage while creating attractive landscape features that benefit residents and visitors

Project Objectives:

Plant four trees at the end of the south-facing cul-de-sac to establish a long-term landscape buffer between the neighborhood and the adjacent busy roadway.

Reduce the visual impact of passing traffic and improve the appearance of this highly visible common area.

Plant four trees in the common area near the neighborhood entrance to create a more welcoming and attractive gateway into Rustic Creek.

Reinforce the community's identity as a wooded residential neighborhood while complementing existing landscaping.

Increase neighborhood tree canopy and provide long-term aesthetic, environmental, and community benefits through strategic tree placement.

Location of Project: 413 Woodhollow Trail - The Pond and Park playground common area to Trails 4-7. This is HOA neighborhood managed area.

Planting Option: Neighborhood – Common Area

Size of Trees Requested: 15-gallon containers

Tree Quantity: 8

Community Engagement Proposal: Rustic Creek HOA will engage neighborhood residents, currently four community member volunteers and one board advisor to lead, through a coordinated community planting event. Recruited volunteers and homeowners will be invited to participate in site preparation, planting activities, mulching, and continuing stewardship efforts. The project will create an opportunity for residents to work together toward a common goal that benefits the entire neighborhood while fostering a sense of ownership and responsibility for the trees and common area.

To promote project success, community volunteers will work alongside experienced landscaping professionals and knowledgeable project leader (board members) who can provide guidance regarding proper tree handling, planting, mulching, and establishment practices. This collaboration will help ensure that the trees are installed correctly and positioned for long-term success.

Planting Objectives: The objectives of this project include: Creating a visual buffer between the neighborhood and the adjacent roadway. Beautifying a prominent HOA-managed common area. Increasing neighborhood tree canopy. Establishing future shade benefits. Enhancing neighborhood character and curb appeal. Supporting environmental and wildlife benefits associated with healthy urban trees. Demonstrating community stewardship and long-term investment in the Rustic Creek landscape.

Who will plant the trees? The trees will be planted through a partnership between Rustic Creek HOA volunteers and experienced landscaping professionals. Volunteers will assist with planting activities while qualified professionals provide guidance and oversight to ensure installation complies with Edmond Tree Grants Manual requirements and accepted arboricultural best practices. The HOA is committed to following all applicable planting specifications provided through the grant program.

Who will be responsible for performing tree establishment care? Rustic Creek HOA will be responsible for tree establishment care throughout the required two-year establishment period. The HOA Board will oversee compliance with maintenance requirements and may utilize volunteers and/or professional landscape contractors to assist with

ongoing monitoring, watering, mulching, inspections, and other establishment care activities. The HOA intends to maintain the trees beyond the required establishment period as part of its ongoing common-area landscape management program, ensuring the project's benefits remain part of the community for many years to come.

What is your plan for providing water to the trees? Water is accessible through near by home faucets, modifying irrigating system to add water access for: drip system, filling watering bags and Supplemental hand watering



APPLICATION 4

Organization Name: Asheforde Oaks

Organization Type: Neighborhood/HOA

Points of Contact: Byron Boese and Barry Black

Project Description and Objectives: Asheforde Oaks HOA originally planted 15 trees by the walking trail several years ago. Due to cold winters and extremely hot summers, 4 Oak trees died. These trees would have provided shade, windbreak & screening. With the possibility of a Walmart Neighborhood Market being built on the NW corner of Coltrane Rd. and Covell Rd., the replacement trees would help as a buffer for noise and provide shade, a windbreak and screening from the proposed Walmart. Our HOA & residents would be responsible for planting and caring for the trees. We are requesting 4 - 15 gal. Oak trees with watering bags. Thanks for your consideration.

Location of Project: Common area east of Ashe Brooke Pl. in the Asheforde Oaks neighborhood, NW of Coltrane Rd. & Covell Rd.

Planting Option: Neighborhood – Common Area

Size of Trees Requested: 15-gallon containers

Tree Quantity: 4

Community Engagement Proposal: HOA members will care for the trees & residents will be encouraged to help plant & care for trees.

Planting Objectives: They will help shade, screen & provide a sound & site barrier letting the residents enjoy the common area.

Who will plant the trees? HOA members & residents

Who will be responsible for performing tree establishment care? HOA & residents

What is your plan for providing water to the trees? We will use water from the HOA building and water bags



Edmond Community Forestry Plan

Edmond Urban Forestry Commission

Adopted August 2026

Urban Forest Management Programs

- I. Tree Planting
 1. **Connect tree planting efforts with the Route 66 Centennial celebration.**
 2. Encourage the planting of trees in the development of new public projects
 3. Identify areas that would benefit from new tree plantings
- II. Tree Maintenance
 - A. Public Trees
 1. Expand proactive maintenance plans for public trees
 2. Develop procedures and obtain resources for keeping park tree inventory up to date.
 3. Prioritize areas for insect and disease control on public trees (e.g. spraying) and develop a disease/insect management and soil improvement plan
 - B. Private Trees
 1. Create incentives to promote good tree management for developers and HOAs
- III. Urban Forest Conservation
 - A. Public Property
 1. **Nurture continuing relationships with other City Departments to encourage the retention of trees in the development of new public projects early in the planning process**
 2. Retain native tree cover and habitat in linear parks and greenways as a part of drainage retention and improvement
 - B. Private Property
 1. Support implementation of the Unified Development Code
 2. Create incentives and provide education to encourage greater preservation of native forest and trees as a part of the development process
 3. Explore ways to use native forest habitat in storm water drainage planning (e.g. linear parks)
 4. Encourage the use of conservation easements to conserve and protect native forested areas where appropriate
- IV. Other Environmental Programs
 1. Support Urban Wood Utilization programs

Education Programs

- I. Proper Tree Planting and Care
 1. **Develop an educational campaign on Firewise land management practices**
 2. **Plan potential educational programming for the Charles D. Lamb Nature Preserve**
 3. **Promote public use of the Urban Forestry Department web site**

4. **Look for opportunities to partner with local organizations on urban forestry education**
 5. **Schedule educational activities/workshops throughout the year**
 6. **Publish in local news outlets articles written by the City Arborist/Forester, extension agents, and other tree advocates.**
 7. Develop educational materials that emphasize the benefits of xeriscaping and native tree plantings
- II. Respect and Appreciation for Trees and Nature
1. **Implement education programs at local schools**
 2. **Promote use of the Arboretum**
 3. **Identify new ideas for pilot projects and demonstration areas**
 4. **Pursue Commission-led outreach opportunities, such as the Edmond Neighborhood Alliance event**
 5. **Promote the monetary contributions of trees to citizens (reduced energy consumption, storm water abatement, reduced cost of maintenance for shaded streets, etc)**
 6. **Develop tree tour guides (possibly using smart phone/computer “apps”)**
 7. Assist the City of Edmond community health programs in developing educational tools that emphasize the importance of trees
 8. Support community engagement activities at the Charles D Lamb Nature Preserve

Urban Forestry Program Support

- I. Obtain Financial Support
1. Identify and apply for other sources of support for continued Urban Forestry projects and programs, such as Edmond ReLeaf
 2. Advocate for Urban Forestry program funding in the City budget.
- II. Partnerships and Internal and External Alliances
1. **Partner with a nonprofit to obtain funding and support for Urban Forestry Commission projects.**
 2. Obtain civic group support for targeted area planting projects (e.g. ‘Neighborwoods’ concept)
 3. Form alliances with community horticultural groups and businesses willing to participate and assist with public tree plantings and projects
 4. Build coalitions with neighborhood associations
 5. Create internship opportunities for individuals interested in aspects of community planning related to urban forest management
 6. Advocate to EPS School Board for importance of tree planting at schools and building urban forestry partnerships

Note: Items in bold are identified as priority goals.



Urban Forestry Commission

2026 Goals

1. Connect tree planting efforts with the Route 66 Centennial celebration.
2. Develop an educational campaign on Firewise land management practices.
3. Partner with a nonprofit to obtain funding and support for Urban Forestry Commission projects.
4. Plan potential educational programming for the Charles D. Lamb Nature Preserve.