



CONTRA COSTA COUNTY

AGENDA

Integrated Pest Management Advisory Committee

Thursday, November 20, 2025

10:00 AM

2380 Bisso Lane, Concord
11780 San Pablo Ave.,
Suite D, El Cerrito
<https://zoom.us/j/97982014544>
Call in: (669) 900-6833
Meeting ID: 97982014544

Susanna Thompson (Chair)

Gabriel Chan (Vice Chair)

Agenda Items may be taken out of order at the discretion of the Chair

1. Convene and introductions
2. Public comment on items not on this agenda (speakers will be limited to three minutes unless otherwise indicated by the Chair)
3. CONSIDER approval of the September 18, 2025 Integrated Pest Management Advisory Committee meeting minutes. [25-4914](#)
Attachments: [3.1 2025 0918 IPMAC Minutes](#)
[3.2 2025 0918 Dec Doc for GS Final](#)
4. RECEIVE an update on the development of the Urban Forest Management Plan and ADVISE staff, as appropriate. [25-4915](#)
5. RECEIVE Report on the update to the County's Tree Protection Ordinance and ADVISE staff, as appropriate. [25-4916](#)
Attachments: [5.1 Tree Ordinance Summary Table 3-31-25](#)
[5.2 Tree Protection Ord - public draft March 2025](#)
6. CONSIDER the draft 2025 IPM Advisory Committee Annual Report and 2026 Work Plan and APPROVE with any further revisions. [25-4917](#)
Attachments: [6.1 2025 IPMAC Annual Report](#)

7. RECEIVE updates and announcements from Committee members and staff.
8. RECOMMEND future agenda items.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 2380 Bisso Lane, Concord, CA 94520, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For additional information, contact Wade.Finlinson@cchealth.org or 925.655.3214



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4914

Agenda Date: 11/20/2025

Agenda #: 3.

Advisory Board: Integrated Pest Management Advisory Committee

Subject: 3. CONSIDER approval of the September 18, 2025 Integrated Pest Management Advisory Committee meeting minutes.

Presenter: Wade Finlinson

Contact: 925.655.3214

Information:

County Ordinance (Better Government Ordinance 95-6, Article 25-205, [d]) requires that each County Body keep a record of its meetings. Though the record need not be verbatim, it must accurately record the Committee's official decisions and actions. Minutes should include a brief description of any motion considered (whether or not it is approved), and must record the vote taken on the motion. Votes must be recorded in the minutes using the format required in California law.

Referral History and Update:

The draft minutes for the September 18, 2025 meeting of the Integrated Pest Management Advisory Committee (IPMAC) are included in this agenda packet.

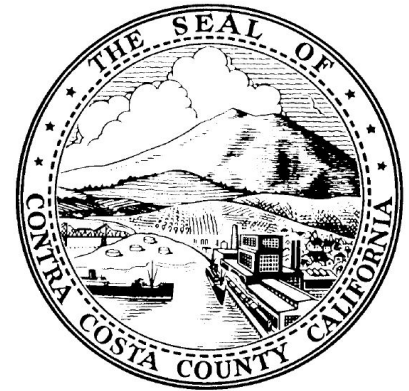
Recommendation(s)/Next Step(s):

Staff recommends approval of the September 18, 2025 minutes with any necessary corrections.

DRAFT Minutes

CONTRA COSTA COUNTY INTEGRATED PEST MANAGEMENT ADVISORY COMMITTEE An Advisory Body to the Board of Supervisors

**September 18, 2025
10:00 AM**



**Held at the Agriculture Commissioner's Office, 2380 Bisso Ln,
Concord and the Office of Supervisor John Gioia, 11780 San Pablo
Avenue, Suite D, El Cerrito.**

Members Present: Susanna Thompson (Chair), Gabe Chan (Vice Chair), Susan Heckly, Jutta Burger, Michele Mancuso, Chris Lau, Kiara Pereira, Thomas Fenster

Members Absent: Carlos Agurto (Secretary), Andrew Sutherland, Roxana Lucero

Staff Present: Matt Slattengren, Michelle Cordis, Wil Schaub, Cameron Collins, Wade Finlinson

1. Convene and introductions

The Chair called the meeting to order at 10:03 AM.

2. Public comment on items not on this agenda

None

3. Consider approval of the March 20, 2025 Integrated Pest Management Advisory Committee meeting minutes

A motion was made and seconded (SH/JB) to approve the minutes as written.

Ayes: Chan, Mancuso, Burger, Heckly, Fenster

Noes: None

Abstain: Lau, Pereira, Thompson

Absent: Agurto, Lucero, Sutherland

Public Speakers: None

4. CONSIDER approval of the revised ground squirrel decision document.

The IPM Coordinator highlighted the proposed changes based on deliberations of the Decision-Making Subcommittee. The Agriculture Commissioner also noted that the Department of Pesticide Regulation is currently updating

A motion was made and seconded (SH/ST) to approve the document with suggested revisions.

Ayes: Chan, Lau, Mancuso, Burger, Heckly, Pereira, Fenster, Thompson

Noes: None

Abstain: None

Absent: Agurto, Sutherland, Lucero

Public Speakers: None

5. RECEIVE general updates from subcommittees

Decision-Making Subcommittee: Updated ground squirrel decision document, had initial conversation regarding the grazing decision tree, and started process to revise commensal rodents decision document.

IPM Training Subcommittee: Reviewed IPM training in County departments and determined which elements should be prioritized moving forward. The IPM Coordinator will work with leadership in the Agriculture Department to create an IPM training standards document to be used as a resource for each applicable division to comply with County policies, regulations, and best training practices.

Nature-based Solutions (NBS) Subcommittee: Reviewed a variety of County-owned properties and discussed potential nature-based climate co-benefits that overlap with IPM practices. The subcommittee plans to continue these discussions in the new year.

Public speakers: None

6. DISCUSS pending changes to the IPM Program and ADVISE on these and other potential program adjustments.

The IPM Coordinator referenced the pending move of that position to the office of the Agriculture Commissioner from the Health Department. He noted that this marks an opportunity to reevaluate the program and consider adjustments to the role and constitution of IPMAC. No formal action was taken, but Committee members offered initial observations and the IPM Coordinator offered to bring the item back to a future meeting with additional information.

Public Speakers: None

7. Receive updates and announcements from Committee members and staff

No updates were provided

8. Recommend future agenda items

Suggested items for future meetings included the annual report, grazing, an update to the Tree Preservation Ordinance and Urban Forest Management Plan, Tree-of-Heaven, and potentially a nutria update.

Public Speakers: None

The meeting adjourned at 11:35 AM.

Attachments:

[Decision Documentation for Ground Squirrel Management](#)

—end of meeting minutes—

Contra Costa County DECISION DOCUMENTATION for GROUND SQUIRREL MANAGEMENT

Date: Revised 9/18/2025

Department: Public Works (Airports, Maintenance Division, Facilities Services), Agriculture

Location: Countywide

Introduction: Prior to 2025, the Agriculture Department provided internal contractual services to control ground squirrel issues on critical infrastructure managed by the Public Works Department primarily through the application of first-generation anticoagulant baits. Other treatments were considered and occasionally deployed by each operational division within Public Works, but the baiting program was the only consistent tactic used on a regular basis.

On January 1, 2025, Assembly Bill #2552 (AB 2552)ⁱ—also known as the Poison-Free Wildlife Act—took effect. That legislation prohibits the use of first-generation and second-generation anticoagulant rodenticides in California. There are some exceptions for public health, vector control, water supply facilities, and other situations. However, it appears that none of the exceptions apply to properties maintained by the County according to the current legislation and its interpretation.

This document aims to capture the decision-making process and promote a roadmap for the implementation of integrated efforts to protect infrastructure and keep our communities safe.

The problem species has been identified as the following:	California Ground Squirrel (<i>Otospermophilus beecheyi</i>) Burrowing by ground squirrels can be very destructive, and they can cause severe erosion and loss of structural integrity. Ground squirrels are a problem in levees, in flood control facilities and canals, in earthen dams, on roads, on railroad berms, around foundations and retaining walls, and in landscaping where they chew on irrigation lines. In addition, California ground squirrels are known to be carriers of many transmissible diseases, including bubonic plague and tularemia.
What mandates or standards relating to ground squirrel management apply?	All operational divisions in the County <u>Contra Costa County Administrative Bulletin #542</u> “The County will provide pest management in and on County maintained properties and facilities using integrated pest management (IPM). The purpose of this policy is to promote the combined use of physical, cultural, biological, and chemical control methods to effectively manage pests with minimal risk to humans and the environment.” Airports Division (Airport infield surfaces, runway safety areas, taxiway safety areas, grazing areas, habitat management lands, etc. at Buchanan Field & Byron Airports): Section 9.2.b of the Federal Aviation Administration (FAA) Wildlife Hazard Management at Airportsⁱⁱ describes habitat modification and exclusion practices. The FAA has requirements for the safety areas of Part 139ⁱⁱⁱ airports like Buchanan Field to be smooth, free of ruts and other obstructions, and able to support aircraft that leave the paved surfaces. Caltrans also has similar requirements for general aviation airports such as Byron Airport. Additionally, ground squirrels are an attractant for other species such as coyotes or hawks that could potentially cause catastrophic consequences for airplanes. Public Works Maintenance Division (dams, levees, creeks, basins, roads, bridges, flood control structures, retaining walls): Inspectors from U.S. Army Corps of Engineers (USACE) and the California Department of Water Resources Division of Safety of Dams (DWR-DSOD) have discretion to determine whether damage caused by burrowing animals on dams and levees is problematic. Public Works Facilities Services Division (County buildings, communication towers, and landscapes/open space adjacent to facilities, within special district service areas, and in County-owned parks): No known formal standards apply, but burrow systems that undermine building foundations, paved areas, and other structures are not tolerated. Similarly, burrowing activity that creates trip hazards or other safety concerns in parks and other publicly accessible landscapes are prioritized for treatment controls.

What is the process for how sites are monitored for ground squirrel activity?	<u>Airports Division:</u> Airport Operations staff at both sites monitor ground squirrel activity. Abatement procedures are used whenever those activities enter safety areas and sometimes before when the timing is right for our control methods. Any population in the safety areas is the threshold. Airport Safety Officers determine whether abatement is needed as part of their wildlife hazard management duties. <u>Public Works Maintenance Division:</u> Activity is monitored during levee and dam inspections conducted in coordination with the USACE and DWR-DSOD. Monitoring for ground squirrel activity is critical component of evaluating structural integrity. These inspections are typically led by inspection teams alongside local representatives such as the Flood Control Crew Supervisor—who oversees site readiness and facilitates issue tracking. Inspectors then convey site-specific concerns to Maintenance Division leaders. Reports of rodent activity near roadways and other infrastructure come from citizen calls, as well as Public Works and Agriculture Department staff observation. <u>Public Works Facilities Services Division:</u> Facility occupants typically alert the Division to ground squirrel concerns at County-owned buildings. The contracted structural pest control operator similarly reports any activity observed during routine service visits. For parks and special district landscapes, community members occasionally report applicable concerns. Special district service areas retain a contracted trapper for gophers and moles, but that does not include ground squirrels. <u>Department of Agriculture/Weights & Measures:</u> The vertebrate pest management program provides assistance and advice on a cooperative basis to the Public Works Department, other public agencies, and growers for the control of ground squirrels. In some cases, Agriculture personnel assist Public Works in monitoring squirrel activity.																																																																																																																																																																									
Control Methods	This is not an attempt to consider all control methods available. The following sections identify the types of controls that are most likely to be incorporated into County operations. It is not an exhaustive list. For more information on controls see http://www.groundsquirrelbmp.com/ The County continues to investigate and review new control methods as they become available.																																																																																																																																																																									
Timing and Efficacy of Management Methods	The following chart^{iv} depicts the yearly activities of the California ground squirrel and times when baiting, trapping, fumigation, and other management practices are generally most effective. <table><thead><tr><th></th><th>JAN</th><th>FEB</th><th>MAR</th><th>APR</th><th>MAY</th><th>JUN</th><th>JUL</th><th>AUG</th><th>SEP</th><th>OCT</th><th>NOV</th><th>DEC</th></tr></thead><tbody><tr><td>Adult activity</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Juvenile activity</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Diet</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Fumigation</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Toxic baits</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Trapping</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Burrow mod.</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Shooting</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Habitat mod.</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Biological control</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Exclusion</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Repellents</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table> Active Feeding Management window Hibernation/Methods ineffective Note: Ground squirrel activity may vary by region. This variance may affect management windows.		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Adult activity													Juvenile activity													Diet													Fumigation													Toxic baits													Trapping													Burrow mod.													Shooting													Habitat mod.													Biological control													Exclusion													Repellents												
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Which cultural controls were considered?	Habitat modification: <u>Proactive Vegetation Management:</u> This can involve the strategic planting of trees and shrubs and allowing herbaceous vegetation to grow more densely in order to make it more difficult to detect predators. <u>Deep Ripping:</u> Using tractor-mounted ripping bars where burrow entrances are present in order to reduce the likelihood of ground squirrel reinvasion. EFFICACY: Low CONCLUSIONS: Airports Division: Trees and shrubs are not appropriate for airport operations. Some areas surrounding the Byron Airport may be suitable for proactive planting, but are not being considered at this time. Deep ripping is not feasible at either location. Maintenance Division: Dams and levees typically are not suitable for woody vegetation. Recent projects have restored riparian plantings as part of broader flood risk reduction efforts along creeks, but those activities are not feasible with maintenance operations. Tree planting on certain roadsides may be considered in the future, but those situations are more likely when tied to capital improvements. Deep ripping is not presently being evaluated. Facilities Services Division: Many facilities would benefit from expanded tree planting. However, the locations where ground squirrel populations occur do not typically coincide with the most appropriate planting sites. The Division is not evaluating deep ripping. Agriculture Department: These services are not offered through existing programs within the Department. Statement on efforts to prevent impacts on non-target species: Deep ripping could impact species of concern. Guidance from the Public Works Environmental Services Division is recommended when considering habitat modification tactics.
Which physical controls were considered?	Burrow modification: <u>Cement and grout:</u> Injection of concrete, grout, or similar materials into burrow entrances. <u>The Burrow Blocker:</u> A patented system that injects a sand and water slurry into burrows. Shooting: The use of small caliber rifles to dispatch ground squirrels causing damage to critical infrastructure. Trapping: Various types of live traps and kill traps are available. Ground squirrels caught with live traps cannot be relocated and must be humanely euthanized. Exclusion: Includes a variety of materials installed in a manner that limits access to particular areas. EFFICACY: Moderate (with the exception of exclusion, which is considered low efficacy. Also, research is limited regarding the efficacy of the Burrow Blocker and similar strategies involving cementing/grouting burrow entrances.) CONCLUSIONS: Airports Division: Certain areas of Division properties have incorporated fencing that has slowed access to runways and taxiways. These renovations are expensive and it is unlikely that they will be implemented at the scale needed at both airports. Trapping and burrow modification efforts are currently being explored. Maintenance Division: The Division previously injected grout into the entrances of ground squirrel burrows at some sites. The practice has not been used for several years, but the Division is analyzing the continuation of burrow modification practices and incorporating trapping. Burrow entrances next to paved roads will likely be covered with suitable materials while the Division adapts to recent rodenticide restrictions. Facilities Services Division: Trapping services are currently carried out by a contracted service provider at certain sites. The Division is open to exploring the expansion of trapping and the implementation of limited pilot projects to evaluate burrow modification measures. Exclusion practices are also being explored at some locations. Agriculture Department: These services are not offered through existing programs within the Department. In 2012, the Department conducted an in-house trial of live trapping and found it to be expensive and time-consuming. Pending staffing changes may add capacity to revisit trapping trials that could inform the feasibility of Public Works potentially incorporating these practices into their operations at some locations in the future. Statement on efforts to prevent impacts on non-target species: Among physical controls, trapping and shooting represent the lowest risk of impacts to non-target species. Nonlead ammunition is required. Guidance from the Public Works Environmental Services Division is recommended when considering burrow modification tactics.
Which biological controls were considered?	Biological controls available: Raptor perches and barn owl boxes are often deployed to target burrowing pest species. Since ground squirrels are diurnal, raptors active during the day are more likely than barn owls to prey on them. Barn owls are crepuscular and nocturnal, so they may hunt ground squirrels that are active at dusk and dawn. Installations like these are usually ineffective at controlling targeted pests if not deployed alongside other integrated methods. Interested members of the public typically have a favorable view of these measures. EFFICACY: Low

	CONCLUSIONS: Airports Division: Due to safety concerns and federal regulations, raptor perches and owl boxes are not being considered at airports. Maintenance Division: Community groups and adjacent property owners have installed these types of structures on or near Flood Control properties in the past, but many have fallen into disrepair. The Division may consider this further in the future but is focused on other controls at present. Facilities Services Division: Some parks managed by Facilities Services have owl boxes, but it isn't clear if they are being maintained. The addition of new boxes and perches is feasible, but partnerships to take care of them need to be identified. Agriculture Department: These services are not offered through existing programs within the Department. Pending staffing changes may add capacity to research where proactive efforts to incorporate these types of measures. Statement on efforts to prevent impacts on non-target species: Negative impacts on non-targets are not anticipated with efforts described in this section.
Which chemical controls were considered?	<u>Toxic Baits:</u> Zinc Phosphide: A non-anticoagulant rodenticide that converts to phosphine gas when consumed by the target animal. Zinc phosphide is a restricted use material and is a hazard to the applicator. There are also endangered species concerns and restrictions to consider prior to use. Diphacinone or Chlorophacinone-treated grain bait: First generation anticoagulant rodenticides are no longer accessible to most County-managed properties unless existing exceptions are further researched or applicable legislation is amended. <u>Burrow fumigation methods:</u> Gas cartridge: The cartridge (made from sodium nitrate, charcoal, and cardboard) releases carbon monoxide gas into the burrow system. This method is only effective when the soil moisture is high in either winter or spring. Gas cartridges are more effective when used prior to breeding or emergence of young. The timing, though, conflicts with other programs for which staff are needed such as the noxious weed program, the pesticide use enforcement program and the pest exclusion program. There are endangered species restrictions and concerns to consider prior to use. Aluminum phosphide: Aluminum phosphide reacts with moisture in the soil and in the atmosphere to produce phosphine gas. This fumigant is only effective when soil moisture is high and so has the same timing issues as above. Aluminum phosphide is a restricted use material and is a hazard to the applicator. There are also endangered species concerns and restrictions to consider prior to use. CO and CO₂: These fumigants require a CO or CO₂ generating device, which must be moved from burrow to burrow and site to site during treatment. These are most effective when soil moisture is high, and they have the same timing issues as gas cartridges and aluminum phosphide. EFFICACY: High CONCLUSIONS: Airports Division: The Division is working with the Agriculture Department to study the potential of using alternative baits in high risk areas at each airport. They are also evaluating cost and other considerations related to potential burrow fumigation controls. Maintenance Division: Some initial efforts using CO were completed in a levee system a few years ago. The Division is reviewing the possibility of expanding those efforts in additional areas, but cost is a barrier. They also recently retained the services of Ag. personnel to deploy gas cartridges. Evaluation of additional chemical controls is ongoing. Facilities Services Division: The current contract for structural pest management services includes ground squirrel control on an on-call basis. The business under contract provides some chemical controls and owns a large carbon monoxide injection system known as a CO-Jack. This contract has been used by Facilities Services and other divisions within Public Works and is available as long as the approved dollar amount for total contract is not exceeded. Agriculture Department: The Department will continue to support Public Works' efforts to review chemical alternatives to anticoagulant rodenticides. In limited circumstances, Ag personnel may be able to assist with using gas cartridges on certain properties, but these staff members are usually engaged in important regulatory work during the season when the devices are most effective. The Agriculture Commissioner will also monitor relevant legislation and rulemaking and adjust operations accordingly. Statement on efforts to prevent impacts on non-target species: Prior to recent legislative restrictions, the primary method of ground squirrel control to protect infrastructure at airports, dams, roadsides, and other County-owned sites was through the use of diphacinone or chlorophacinone-treated grain bait. Like most chemical and non-chemical pest management tactics, those applications represented a certain level of risk. Many reputable subject matter experts are concerned that these restrictions—which were intended to protect wildlife—were more targeted to the control of ground squirrels with limited off-target impacts. Burrow fumigation and other non-chemical tactics could threaten other species living in burrows. Since these considerations are often site-specific and subject to other key variables, the Public Works Environmental Services Division, the PRESCRIBE[®] database, and other applicable resources should be consulted.

Recommendations from the IPM Advisory Committee	1. Each applicable operational division within Public Works is encouraged to allocate resources to promote a year-round ground squirrel monitoring and treatment program at threatened sites. Control methods deemed "High Efficacy" and "Moderate Efficacy" by the University of California Statewide IPM Program should be prioritized. Such efforts may include: a) Coordinating an RFP (Request for Proposals) process to procure on-call services that are currently unavailable from County staff and existing contracts. Services may include burrow modification, shooting, and other tactics. b) Collaboration with UC partners in facilitating research that furthers understanding of the impacts and efficacy of emerging technologies and under-studied management strategies. c) Assessing the feasibility of utilizing the IPM Coordinator^{vi} to set up a trapping pilot program at one or two priority sites. The purpose of this program will be to: i. provide immediate support at critical locations while each operational division concurrently ramps up integrated strategies to address the anticipated increase in problematic ground squirrel populations. ii. Inform the potential development of operational staff or contractors performing long-term trapping operations where feasible. 2. The Board of Supervisors is encouraged to direct County lobbyists to follow and potentially shape legislative developments that expand exemptions for first generation anticoagulant rodenticides at airports, dams & levees constructed for the purpose of flood risk reduction, roads, and other elements of critical infrastructure. Efforts relating to this may also include the following: a) Engage the California State Association of Counties (CSAC) and comparable local government entities to identify opportunities to closely study the potential impacts of AB 2552 and shape an effective plan of action. b) Support the efforts of County staff working with their equivalents in other local government agencies to further meaningful dialog about legislative refinements within the respective realm of each discipline or industry.
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ⁱ Available at https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB2552

ⁱⁱ https://www.faa.gov/airports/airport_safety/wildlife/resources/media/2005_FAA_Manual_complete.pdf

ⁱⁱⁱ FAA certification program for certain types of airports. More information available at the following link:

https://www.faa.gov/airports/airport_safety/part139_cert

^{iv} Chart is from the University of California Statewide IPM Program's Pest Note for Ground Squirrels available at:

https://ipm.ucanr.edu/legacy_assets/PDF/PESTNOTES/pngroundsquirrel.pdf Quinn NM, Dimson MJ, Baldwin RA. 2025. UC IPM Pest Notes: Ground Squirrel. UC ANR Publication 7438. Oakland, CA

^v PRESCRIBE stands for Pesticide Regulation's Endangered Species Custom Realtime Internet Bulletin Engine and is available at: <https://calpip.cdpr.ca.gov/county.cfm>

^{vi} Labor costs associated with the IPM Coordinator are already covered by various Public Works funding streams; only fees associated with start-up costs, and ongoing materials and supplies would be needed if there is an appetite to move forward.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4915

Agenda Date: 11/20/2025

Agenda #: 4.

Advisory Board: Integrated Pest Management Advisory Committee

Subject: 4. RECEIVE an update on the development of the Urban Forest Management Plan and ADVISE staff, as appropriate

Presenter: Adam Scarbrough, Sustainability Planner

Contact: Wade Finlinson, 925.655.3214

Information:

The bylaws of the Integrated Pest Management Advisory Committee (IPMAC) list several purposes of the Committee. Those include:

- Making policy recommendations upon assessment of current pest issues and evaluation of possible IPM solutions.
- Providing a forum for communication and information exchange among members in an effort to identify, encourage, and stimulate the use of best or promising pest management practices.

Referral History and Update:

The County's Department of Conservation and Development (DCD) received a planning grant through the Extreme Heat and Community Resilience Program administered by the Governor's Office of Land Use and Climate Innovation. DCD is using the grant to develop an Urban Forest Management Plan (UFMP), a roadmap for addressing the impacts of extreme heat by increasing tree canopy in the unincorporated areas of the county. A consultant has been retained to develop the UFMP.

The UFMP and the process used to develop it will prioritize equity, ensuring that the benefits of increased tree canopy cover reach those most vulnerable to extreme heat, improving health outcomes, and reducing inequity in greenspace access driven by historical underinvestment in Impacted Communities in the County. The UFMP will emphasize the importance of urban greening in mitigating extreme heat, improve health outcomes in Impacted Communities, and promote a more resilient community through a resilient urban forest.

In 2023, the County completed Healthy Lands, Healthy People: A Carbon Sequestration Feasibility Study, which identifies strategies to store greenhouse gases in the different land use types in Contra Costa County. A key recommendation of that study was to develop an UFMP. Development of this UFMP extends and amplifies North Richmond Urban Greening Plan developed in 2023 by the Watershed Project, in collaboration with Contra Costa County.

Recommendation(s)/Next Step(s):

Staff recommends discussing the update and advising on elements applicable to IPMAC.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4916

Agenda Date: 11/20/2025

Agenda #: 5.

Advisory Board: Integrated Pest Management Advisory Committee

Subject: 5. RECEIVE Report on the update to the County's Tree Protection Ordinance and ADVISE staff, as appropriate

Presenter: Jamar Stamps, Principal Planner

Contact: Wade Finlinson, 925.655.3214

Information:

The bylaws of the Integrated Pest Management Advisory Committee (IPMAC) list several purposes of the Committee. Those include:

- Making policy recommendations upon assessment of current pest issues and evaluation of possible IPM solutions.
- Providing a forum for communication and information exchange among members in an effort to identify, encourage, and stimulate the use of best or promising pest management practices.

Referral History and Update:

The Department of Conservation and Development ("DCD"), Community Development Division has been working on updating the County Tree Ordinance (County Code Chapter 816-6, Tree Protection and Preservation). DCD has incorporated a variety of updates and changes based on public feedback and evaluation of other agencies' tree protection codes and have attempted to simplify the provisions to make it easier for the public and staff to understand and implement.

Proposed updates include:

- Removal of underutilized or antiquated text
- Updated "protected tree" criteria and provisions to focus more on the size of the tree and less on location
- Updated permit and notification processes, including the addition of a proposed ministerial permit process for mid-sized trees
- Deletion of Chapter 816-4 - HERITAGE TREE PRESERVATION ("HTP") DISTRICT (proposed updates to Chapter 816-6 address previously designated heritage trees)
- New definitions

DCD staff sent a draft ordinance out for public review back on April 3, 2025 with a June 30th comment deadline. In that time DCD staff presented to seven Municipal Advisory Councils (MAC), as well as various other committees. DCD staff is currently reviewing comments and working on how to address them in a revised draft. Once the revised draft is complete, DCD staff will schedule a meeting before the County Planning Commission.

Attached is the draft ordinance as well as three summary tables to compare the current tree ordinance. For reference, attached is also the current tree ordinance language.

Recommendation(s)/Next Step(s):

Staff recommends reviewing proposed changes and advising on elements pertaining to integrated pest management.

Table 1. Key Provisions of Proposed Tree Protection Ordinance (3/25/25)

Parameter	Summary of Proposed Provision
What types of trees are proposed to be protected?	• All native and non-native trees (except Monterey pine and eucalyptus) that meet minimum size threshold (see Table 2) • Designated heritage tree • Tree shown to be preserved in County planning approvals for the site • Tree required to be planted as a replacement tree
What actions may require a permit?	Removal of a protected tree or trenching, grading or filling within the dripline of a protected tree
What type of permit?	No permit required for small trees. Ministerial permit required for mid-sized trees. Discretionary permit required for larger trees. (See Table 2)
Are there exceptions?	Yes. Permit is not required to remove or impact a protected tree when: • hazardous situations exist (as determined by named officials) • there is prior approval • permit requirement is precluded by law • routine maintenance is being performed • harvest trees are grown at holiday tree farms, orchards or nurseries • performing rangeland management on ag properties > 20 acres • property is located in a very high fire hazard severity zone • removing branches for defensible space (as specified) • minor work within dripline is proposed, including installing pavers or irrigation trenching < 1 foot deep
What are the permitting criteria?	• Ministerial permits would be issued if review confirms tree is eligible • Discretionary permits require a detailed finding that the burden of protecting the tree outweighs the benefit or the work is necessary to enable reasonable use of property and no reasonable alternative exists.
Other noteworthy aspects	Tree replacement and safeguards for remaining trees (discretionary only)

Table 2. How Proposed Ordinance Would Apply to Distinct Types of Trees

Type of Tree	Exempt (no permit required)	Ministerial Permit (no hearing/not appealable)	Discretionary Permit (hearing / appealable)
Non-coniferous	Circumference < 28" (diameter < 9" approx.)	Circumference from 28" to 56" (diameter 9" to 18" approx.), unless on "undeveloped" lot	Circumference > 56" (diameter > 18" approx.). If on "undeveloped" lot, circumference ≥ 28" (9" diameter)
Coniferous	Circumference < 48" (diameter < 15" approx.)	Circumference from 48" to 94" (diameter 15" to 30" approx.), unless on "undeveloped" lot	Circumference > 94" (diameter > 30" approx.). If on "undeveloped" lot, circumference ≥ 48" (15" diam.)
Multi-stem non-coniferous	Aggregate circum. < 42" (aggregate diameter < 13" approx.) Or one stem meets single-stem criteria.	Aggregate circumference from 42" to 84" inches (aggregate diameter 13" to 27" approx.) or one stem meets single-stem criteria, unless on "undeveloped" lot	Aggregate circumference > 84" (aggregate diameter > 27" approx) or 1 stem meets single-stem criteria. If on "undeveloped" lot, aggregate circum. ≥ 42" (13" diameter) or one stem meets single-stem criteria.
Multi-stem coniferous	Aggregate circum. < 66" (aggregate diameter < 21" approx.) Or one stem meets single-stem criteria.	Aggregate circumference from 66" to 132" inches (aggregate diameter 21" to 42" approx.) or one stem meets single-stem criteria, unless on "undeveloped" lot	Aggregate circumference > 132" (aggregate diameter > 42" approx) or 1 stem meets single-stem criteria. If on "undeveloped" lot, aggregate circum. ≥ 66" (21" diameter) or one stem meets single-stem criteria.
Monterey pine and eucalyptus	All such trees exempt from permitting	N/A	N/A

Note: Circumference and diameter measured at 4.5 feet above the ground.

Table 3. Comparison of Current and Proposed Tree Protection Ordinances

Provision/Scenario	Current	Proposed
Minimum tree circumference (diameter) to qualify as protected	20" (approx. 6.5")	Non-coniferous: 28" (approx. 9") Coniferous: 48" (approx. 15")
Tree species covered	Native only, except on undeveloped/commercial properties	All except Monterey pine & eucalyptus
Rules depend heavily on site context?	Yes. Tree that is not part of a stand of 4+ trees may not be protected. Rules also depend upon zoning, developability, etc.	No. The only exception is that no protected tree on undeveloped properties may receive a ministerial permit.
Process	Staff determination appealable to Planning Commission, etc.	Ministerial for mid-size trees. Larger trees heard at Zoning Administrator. Appealable.
Example scenarios:		
44" diameter oak on built-out residential lot, not part of stand	No permit required	Discretionary permit required. ZA hearing. Appealable to CPC, etc.
29" diameter redwood on built-out residential lot, not part of stand	No permit required	Ministerial permit required. Not appealable.
8" diameter redwood on built-out residential lot, part of stand of 4	Permit required. Appealable to Planning Commission, etc.	No permit required
10" diameter oak on <u>undeveloped</u> residential lot, part of stand of 4	Permit required. Appealable to Planning Commission, etc.	Discretionary permit required. ZA hearing. Appealable to CPC, etc.
4" diameter oak on <u>undeveloped</u> residential lot, part of stand of 4	Permit required. Appealable to Planning Commission, etc.	No permit required

Public Review DRAFT March 2025
ORDINANCE NO. 2025-XX

TREE PROTECTION AND PRESERVATION

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I. SUMMARY. This ordinance amends Chapter 816-6 of the County Ordinance Code to protect and preserve specified categories of trees as vital natural resources in the unincorporated area of the County.

SECTION II. Chapter 816-6 of the County Ordinance Code is amended to read:

Chapter 816-6
TREE PROTECTION AND PRESERVATION

Article 816-6.2
General

816-6.202 Title. This chapter is known as the Tree Protection and Preservation Ordinance of Contra Costa County. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.204 Findings. The board of supervisors finds as follows:

- (a) Trees provide soil stability, improve drainage conditions, provide habitat for wildlife, and provide aesthetic beauty and screening for privacy.
- (b) Trees are a vital part of a visually pleasing, healthy environment for the unincorporated area of this County.
- (c) It is necessary to preserve certain trees on private property in the interest of the public health, safety, and welfare, and to preserve scenic beauty. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.206 Purposes. The purposes of this chapter are to provide for the preservation of certain protected trees in the unincorporated area of the county, and to provide for the protection of certain trees on private property by regulating tree removal while allowing for reasonable enjoyment of private property rights and property development. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.208 Definitions. For purposes of this chapter, the following words and phrases have the following meanings:

ORDINANCE NO. 2025-XX **DRAFT March 2025**

- (a) “Arborist” means:
 - (1) A certified arborist who is certified by the International Society of Arboriculture;
or
 - (2) A consulting arborist who is listed as a member of the American Society of Consulting Arborists.
- (b) “Arborist report” means a written report prepared by an arborist that evaluates the feasibility and impact of a proposed restorative action or actions.
- (c) “Coniferous tree” means any cone-bearing tree with needle-like leaves, as opposed to broad leaves. Coniferous trees include but are not limited to the following tree species: pine, fir, redwood, spruce, cypress, cedar, juniper, and hemlock.
- (d) “Designated heritage tree” means a tree previously designated by resolution of the board of supervisors as a heritage tree, pursuant to Ordinance No. 88-83.
- (e) “Development” means any improvement of real property that requires the approval of a subdivision, land use permit, development plan, variance, grading permit, or building permit.
- (f) “Discretionary development approval” means the approval of a subdivision, land use permit, development plan, variance, or any other non-ministerial development approval by the board of supervisors, planning commission, or zoning administrator.
- (g) “Dripline” means the area of ground directly underneath any portion of the canopy of a tree.
- (h) “Non-coniferous tree” means any tree except a coniferous tree.
- (i) “Routine maintenance” means actions taken to maintain the health of a tree, including but not limited to removal of deadwood, removal of diseased or crossing limbs, control of deleterious insects, or pruning in a reasonable manner that does not structurally harm the tree.
- (j) “Tree” means a live woody plant with a single perennial stem or trunk or multiple perennial stems or trunks.
- (k) “Undeveloped parcel” means any of the following:

- (1) A parcel of private land that is vacant or that is developed only with barns, sheds, or other non-habitable structures.
 - (2) A parcel of land that can be further subdivided in accordance with the zoning regulations of the county, except as provided for under Article 94-4.10.
 - (3) A parcel of land with one or more structures that are proposed to be demolished or relocated.
- (l) “Very high fire hazard severity zone” means an area designated as a very high fire hazard severity zone by: (1) the State Department of Forestry and Fire Protection pursuant to Public Resources Code Section 4203 or Government Code Section 51178; or (2) the County or other appropriate local agency pursuant to Government Code Section 51179. (Ords. 2025-XX § 2, 94-59, 94-22.)

Article 816-6.4 Protected Trees

816-6.402 Protected trees. A protected tree is any of the following:

- (a) A non-coniferous tree that is:
 - (1) a single-stem tree with a circumference of 28 inches (approximately 9 inches in diameter) or larger, as measured 4.5 feet above the natural grade;
 - (2) a multi-stemmed tree with an aggregate circumference of 42 inches (approximately 13 inches in aggregate diameter) or larger, as measured 4.5 feet above the natural grade; or
 - (3) a multi-stemmed tree that has a single stem with a circumference of 28 inches (approximately 9 inches in diameter) or larger, as measured 4.5 feet above the natural grade.
- (b) A coniferous tree that is:
 - (1) a single-stem tree with a circumference of 48 inches (approximately 15 inches in diameter) or larger, as measured 4.5 feet above the natural grade;
 - (2) a multi-stemmed tree with an aggregate circumference of 66 inches (approximately 21 inches in aggregate diameter) or larger, as measured 4.5 feet above the natural grade; or

- (3) a multi-stemmed tree that has a single stem with a circumference of 48 inches (approximately 15 inches in diameter) or larger, as measured 4.5 feet above the natural grade.
- (c) A designated heritage tree.
- (d) A tree shown to be preserved on an approved tentative map, development plan, or site plan, or required to be preserved as a condition of approval.
- (e) A tree required to be planted as a replacement tree pursuant to this chapter. (Ords. 2025-XX § 2, 94-59, 94-22.)

Article 816-6.6 Permit

816-6.602 Permit requirement. No person may cut down, destroy, or remove a protected tree, or trench, grade, or fill within the dripline of a protected tree, without first obtaining a tree removal permit as provided in this chapter. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.604 Permit exceptions. A tree removal permit is not required in the following situations:

- (a) Hazardous situation. A permit is not required to remove a tree that presents a hazard to life or property and requires immediate action to remedy the hazard, as determined by the zoning administrator, building inspector, sheriff, or fire chief. If none of the listed officials are available, the property owner may remedy the hazardous situation and submit a report of the incident and description of the hazard to the department within 10 days after the incident.
- (b) Prior approval.
 - (1) A permit is not required to remove a tree that is specifically approved for removal in connection with an approved development plan, site plan, subdivision, or building permit.
 - (2) A permit is not required to trench, grade, or fill within the dripline of a tree if the work is specifically approved in connection with an approved development plan, site plan, subdivision, or building permit.
- (c) Precluded by law. A permit is not required under this chapter if precluded by federal, state, or other applicable law
- (d) Routine maintenance. A permit is not required for routine tree maintenance.

- (e) Commercial plantings. A permit is not required to remove and harvest trees grown at holiday tree farms, orchards, or nurseries.
- (f) Rangeland management. A permit is not required for normal activities associated with rangeland management on agriculturally-zoned properties that are 20 acres or larger. These activities include but are not limited to: clearing and thinning trees to reduce fire risk or enhance forage production; removing obstructions to stormwater runoff flow; maintaining adequate clearance on range roads and fire trails; fence maintenance; and protecting equipment and construction. Agriculturally-zoned parcels that are adjacent and under common ownership with an aggregate size of 20 acres or larger satisfy the acreage requirements of this subsection.
- (g) Public lands. A permit is not required to remove a tree from, or to trench, grade, or fill within the dripline of a tree on, property a public agency owns in fee.
- (h) Public agency/utilities easements. A permit is not required to trim or clear a tree located within an easement or right-of-way of a public agency or public utility for the purpose of maintaining the easement or right-of-way. Property owned by a public utility and used for administrative purposes or uses unrelated to the public service provided by the utility is not exempt under this subsection.
- (i) Very high fire hazard severity zone. A permit is not required to remove a tree from property located in a very high fire hazard severity zone.
- (j) Defensible space wildfire buffer. A permit is not required for trimming necessary to do any of the following within 100 feet of a building or structure:
 - (1) Remove branches within 10 feet of a chimney or stovepipe outlet.
 - (2) Remove branches to maintain a distance of 10 feet from other trees.
 - (3) Remove branches to a height of six feet or three times the height of the tallest shrub or other vegetation within the tree's dripline, whichever is greater.
- (k) Certain non-native species. A permit is not required to remove a tree that is any of the following species:
 - (1) Eucalyptus.
 - (2) Monterey Pine.
- (l) Minor work within dripline. A permit is not required to conduct minor work within the dripline of a tree. Minor work includes: the installation of irrigation lines not exceeding one inch in diameter to a depth of not greater than one foot; the construction,

maintenance, or repair of a fence; or the installation of pavers or other porous surfaces intended for pedestrian use. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.606 Application. An application for a tree removal permit must contain the following information:

- (a) A site plan showing the approximate location of all trees on the property, including those proposed to remain. For a tree removal permit application submitted with proposed development, the site plan must be overlaid on all proposed grading, building, and development plans.
- (b) The size (including height and circumference or diameter, as measured 4.5 feet above the natural grade), species, dripline, and condition of each protected tree proposed to be removed or impacted by trenching, grading, or filling within the dripline.
- (c) The reason for tree removal.
- (d) Information indicating the effect of tree removal on drainage, soil stability, and erosion control.
- (e) Photographs of the protected tree(s) to be removed or impacted by trenching, grading, or filling within the dripline.
- (f) The signature of the property owner or, if the permit is requested by someone other than the owner, a written authorization from the owner.
- (g) Additional information as may be required by the department.
- (h) Application and permit fees. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.608 Arborist Report.

- (a) A report prepared by a certified arborist must be submitted with an application for a tree removal permit if:
 - (1) the application is submitted in connection with an application for a discretionary development approval;
 - (2) the application is for the removal of three or more protected trees;
 - (3) the application is to trench, grade, or fill within the dripline of a protected tree; or
 - (4) the reason for removal is related to the health of the protected tree.

- (b) An arborist report shall include all of the following:
 - (1) The health, age, and condition of the protected tree(s) to be removed or impacted.
 - (2) The value of the protected tree(s) to be removed or impacted.
 - (3) The possible impact from development on any protected trees to remain.
 - (4) Feasible restorative or other remedial actions to address tree removal or impacts, including but not limited to a replacement tree planting plan. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.610 Permitting procedure.

- (a) Except as otherwise provided in subsection (b) or (c) of this section, the zoning administrator will consider an application for a tree removal permit under the administrative decision procedure specified in Article 26-2.21.
- (b) An application for a tree removal permit that is submitted with an application for a discretionary development approval will be considered in conjunction with the application for the discretionary development approval.
- (c) An application for a tree removal permit will be approved ministerially without discretionary review or public hearing and is not subject to the findings requirement in Section 816-6.612, or the tree preservation requirements in Sections 816-8.802 through 816-8.808, if it is not submitted with an application for a discretionary development approval and it meets all of the following.
 - (1) For a non-coniferous tree:
 - (A) If the tree is a single-stem tree, the tree does not exceed 56 inches in circumference (approximately 18 inches in diameter), as measured 4.5 feet above the natural grade.
 - (B) If the tree is a multi-stemmed tree:
 - (i) the tree does not exceed 84 inches in aggregate circumference (approximately 27 inches in aggregate diameter), as measured 4.5 feet above the natural grade; and
 - (ii) no single stem exceeds 56 inches in circumference (approximately 18 inches in diameter), as measured 4.5 feet above the natural grade.

- (2) For a coniferous tree:
 - (A) If the tree is a single-stem tree, the tree does not exceed 94 inches in circumference (approximately 30 inches in diameter), as measured 4.5 feet above the natural grade.
 - (B) If the tree is a multi-stemmed tree:
 - (i) the tree does not exceed 132 inches in aggregate circumference (approximately 42 inches in aggregate diameter), as measured 4.5 feet above the natural grade; and
 - (ii) no single stem exceeds 94 inches in circumference (approximately 30 inches in diameter), as measured 4.5 feet above the natural grade.
- (3) The tree is not located on an undeveloped parcel. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.612 Decision. A tree removal permit will not be issued unless at least one of the following findings is made:

- (a) The burden to the applicant in preserving the protected tree outweighs the benefit to the public. The following factors will be considered in weighing the relative burden and benefit of preserving the protected tree:
 - (1) the tree's general health;
 - (2) the tree's status as a public nuisance;
 - (3) the tree's potential to pose a danger from falling, the tree's proximity to existing or proposed structures;
 - (4) the tree's potential interference with or impacts to utility services;
 - (5) the tree's potential to damage infrastructure or private property; and
 - (6) the tree's status as a host for plant, pest, or disease endangering other trees or plants with infection or infestation that cannot be controlled or remedied through reasonable preservation or preventative procedures and practices.
- (b) It is necessary to remove, or trench, grade, or fill within the dripline of, the protected tree to enable the reasonable and conforming use or improvement of the subject property that is otherwise prevented by the presence of the tree. The "reasonable and conforming use or

improvement of the property” shall be determined in accordance with the County general plan and zoning code. The applicant must demonstrate that there are no reasonable and conforming alternatives to the proposed use or improvement of the property that would not impact the protected tree. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.614 Conditions of approval. An approved tree removal permit will include conditions necessary to ensure compliance with this chapter, including the tree preservation requirements in Article 816-6.8, and may include other feasible measures to mitigate the effects of tree removal and impacts to remaining trees. (Ords. 2025-XX § 2, 94-59, 94-22.)

Article 816-6.8 Tree Preservation

816-6.802 Tree replacement. A protected tree may not be removed pursuant to a tree removal permit unless one or more replacement trees that meet all of the following criteria are planted at the subject property.

- (a) The ratio of replacement trees to protected trees removed will be three to one, except that the number of replacement trees may be reduced if it is determined based on an arborist report that the subject property would not support the total number of required replacement trees.
- (b) Replacement trees must be of the same species as the protected tree to be removed.
- (c) Replacement trees must be planted as 15-gallon trees, except that up to 50 percent of the required replacement trees may be planted as 5-gallon trees if it is determined based on an arborist report that long-term tree health and survival will be improved by starting with a smaller container size.
- (d) An approved tree removal permit that is connected with a discretionary development approval will require compliance with an arborist-evaluated replacement tree planting plan. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.804 Tree protection. On a property proposed for development, the following tree protection measures apply to all protected trees that will remain on the property after development is completed.

- (a) The parking or storing of vehicles, equipment, machinery, construction materials, construction trailers, oil, or chemicals within the dripline of a protected tree is prohibited.
- (b) If no grading or construction is approved within the dripline of a protected tree, fencing shall be installed at the dripline prior to the start of any grading or construction activities.

- (c) If an approved tree removal permit allows for trenching, grading, or filling within the dripline of a protected tree, the permit may require that an arborist be present during the trenching, grading, or filling operations to advise on measures to protect the tree. After the trenching, grading, or filling operations are completed, the arborist will prepare a report describing further measures required, if any, for protection of the tree. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.806 Deposit.

- (a) Before any grading or building permit is issued for a property where one or more protected trees are to remain on the property after development is completed, the applicant shall deposit cash or other acceptable security with the department on a per tree basis in the amount of \$1,000 per tree, or as otherwise established by the applicable tree removal permit or discretionary development approval.
- (b) To guarantee the health of the protected tree, the department will retain the deposit for a two-year period beginning when construction is completed.
- (c) The applicant may request that the department relinquish all or a portion of the deposit during the two-year period for the cost to prepare an arborist report, or for expenses directly related to preserving the health of the protected tree or, if the protected tree dies, planting and maintaining replacement trees.
- (d) The department will relinquish any remaining deposit funds to the applicant upon termination of the two-year period. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.808 Damage during construction. A property owner shall notify the department of any damage that occurs to a protected tree during construction. The department may require, at the property owner's expense, an arborist report to evaluate the extent of damage to the protected tree. If the damaged tree dies, or if an arborist report finds that the tree is likely to die due to the damage or has suffered significant damage, the property owner shall plant replacement trees consistent with the requirements of Section 816-6.802. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.810 Tree removal only after issuance of building or grading permit. An approved tree removal permit that is connected with proposed development shall require that a protected tree that is approved for removal may not be removed until a grading or building permit for the proposed development is issued. (Ords. 2025-XX § 2, 94-59, 94-22.)

Article 816-6.10 Enforcement

816-6.1002 Separate offense. Each tree damaged or removed in violation of this chapter constitutes a separate offense. (Ords. 2025-XX § 2, 94-59, 94-22.)

816-6.1004 All remedies. The County may seek compliance with this chapter by any remedy allowed under this code, including but not limited to administrative fines and any other remedy allowed by law. (Ords. 2025-XX § 2, 94-59, 94-22.)

SECTION III. Chapter 816-4 of the County Ordinance Code is deleted in its entirety.

SECTION IV. Section 26-2.2102 of the County Ordinance Code is amended to read:

26-2.2102 Decisions without public hearing. Unless otherwise required by this article, the zoning administrator may, without public hearing, decide applications for any of the following:

- (a) A variance permit pursuant to subsection (1) of Section 26-2.1204.
- (b) A minor subdivision pursuant to subsection (3) of Section 26-2.1204, including an application for improvement exceptions.
- (c) A small lot occupancy permit pursuant to subsection (c) of Section 82-10.002.
- (d) A wireless facility access permit pursuant to Chapter 88-24.
- (e) A short-term rental permit that does not meet one or more of the short-term rental regulations specified in Section 88-32.602.
- (f) An industrial hemp cultivation permit renewal pursuant to Section 88-34.412.
- (g) A sign permit pursuant to Chapter 88-6.
- (h) A tree removal permit pursuant to Chapter 816-6. (Ords. 2025-XX § 4, 2022-03 § 3, 2021-21 § 3, 2020-12 § 3, 2020-01 § 3, 2017-11 § 3, 2016-11 § 3, 2011-05 § 5, 95-51 § 3, 80-87 § 2: See Gov. C. § 65901.)

SECTION V. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in this County.

PASSED on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: MONICA NINO,
Clerk of the Board of Supervisors

Board Chair

ORDINANCE NO. 2025-XX

DRAFT March 2025

and County Administrator

By:

Deputy

[SEAL]

KCK:

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CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4917

Agenda Date: 11/20/2025

Agenda #: 6.

Advisory Board: Integrated Pest Management Advisory Committee

Subject: 6. CONSIDER the draft 2025 IPM Advisory Committee Annual Report and 2026 Work Plan and APPROVE with any further revisions

Presenter: Wade Finlinson

Contact: 925.655.3214

Information:

All advisory bodies to the Board of Supervisors are required to submit an annual report at the end of each calendar year. The Board's Transportation, Water, and Infrastructure Committee (TWIC) also monitors the implementation of the IPM Policy and receives an annual update of the IPM Program. This report has historically been submitted to satisfy both requirements.

Referral History and Update:

A draft annual report that contains a work plan for 2026 has been prepared for IPMAC's consideration. Applicable County departments must provide separate reports on their pest control activities as specified in Administrative Bulletin #542. The IPM Coordinator will work with each operational division to satisfy this requirement.

Recommendation(s)/Next Step(s):

Staff recommends reviewing the attached IPMAC annual report and proposed work plan and approve with suggested edits.



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: _____
Advisory Body Meeting Time/Location: _____
Chair (during the reporting period): _____
Staff Person (during the reporting period): _____
Reporting Period: _____

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

III. Attendance/Representation

(estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

IV. Training/Certification

(estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.