

CITY OF COOS BAY TREE BOARD

Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
March 25, 2026	3.f

TO: Chair Vandervelden & Board Members

FROM: Lance Noel, Transportation / Facilities Superintendent

THROUGH: Greg Hamblet, Operations Administrator

ISSUE: Appeal of the Decision for the Street Tree Removal Request at 305 S. 4th Street

SUMMARY:

Consideration of an appeal submitted by Mark Daily regarding the decision denying the request to remove street trees adjacent to the property located at 305 S. 4th Street.

ACTION REQUESTED:

If it pleases the Tree Board, review the appeal and affirm or overturn the decision to deny the request to remove the existing street trees.

BACKGROUND:

On September 17, 2025, the City of Coos Bay received an application from Mark Daily, owner of the property located at 305 S. 4th Street, requesting removal of the street trees adjacent to the property. The applicant stated in the application that the trees are clogging roof drains on the building and causing damage to the interior.

Staff investigated the concerns raised in the application. The trees in question were planted in 2021 as part of the 4th Street Improvements Project and are consistent with other trees planted along the corridor. During staff's inspection, no visible exterior damage to the surrounding area or adjacent sidewalks was observed. Based on this review, staff recommended that the trees not be removed.

The request was originally scheduled for consideration by the Tree Board at its January 28, 2026 meeting. However, the Board was unable to conduct business due to the absence of a quorum.

Pursuant to Coos Bay Municipal Code Chapter 8.30, the Public Works Director reviewed the application, staff investigation, and available information. The Public Works Director denied the request for removal and adopted staff's recommendation that the trees remain.

Following the Director's decision, the applicant submitted a written appeal within the timeframe allowed under CBMC 8.30.090. The appeal brings the matter before the Tree Board for consideration.

If the Tree Board overturns the decision of the Public Works Director, that decision will be final and the matter will be considered closed with any conditions associated with the Board's motion. If the decision of the Public Works Director is upheld by the Board, then the applicant may appeal the matter to the City Council within fourteen (14) days of the decision. The decision of the City Council is Final.

BUDGET IMPLICATIONS:

If the Tree Board approves removal of the trees, the adjacent property owner will be responsible for

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removal and replacement of the trees with vegetation approved by the Tree Board, at the property owner's expense.

ATTACHMENT(S):

- Tree Removal Application
- image (5).png
- image (6).png
- image (7).png
- Decision Letter for the Tree Removal Request