

**VILLAGE OF DOWNERS GROVE**  
**COUNCIL ACTION SUMMARY**

**INITIATED:** Village Attorney      **DATE:** September 21, 2004  
(Name)

**RECOMMENDATION FROM:** \_\_\_\_\_      **FILE REF:** \_\_\_\_\_  
(Board or Department)

**NATURE OF ACTION:**

- Ordinance
- Resolution
- Motion
- Other

**STEPS NEEDED TO IMPLEMENT ACTION:**

Motion to Adopt "A RESOLUTION AMENDING A VILLAGE COUNCIL POLICY CONCERNING TREE DEBRIS CLEANUP IN RESPONSE TO SEVERE WEATHER", as presented.



**SUMMARY OF ITEM:**

Adoption of the attached ordinance will make certain amendments to the Village Council Policy concerning tree debris cleanup in response to severe weather.

**RECORD OF ACTION TAKEN:**

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**Village of Downers Grove**

**Official Village Policy Approved by Village Council**

Description: Tree Debris Clean-up in Response to Severe Weather

Effective

Res. or Ord. #: Res.

Date: September 21, 2004

Category:

         New Council Policy

         Amends Previous Policy

X Dated: November 17, 1997

Description of Previous Policy (if different from above):

**A RESOLUTION AMENDING  
A VILLAGE COUNCIL POLICY CONCERNING  
TREE DEBRIS CLEANUP IN RESPONSE TO SEVERE WEATHER**

WHEREAS, the Council of the Village of Downers Grove has determined that it is necessary to establish certain policies concerning the value, preservation and function of the urban forest in Downers Grove; and

WHEREAS, severe weather can cause tree damage Village wide that may warrant the cleanup of private property tree debris in addition to the material from the public trees; and

WHEREAS, the Village might look to arrange and subsidize such a Village-wide cleanup effort; and

WHEREAS, the Village Council has, on November 17, 1997, previously adopted Resolution No. 97-52 entitled "A Resolution Establishing a Village Council Policy Concerning Tree Debris Cleanup in Response to Sever Weather"; and

WHEREAS, the Village Council has determined that it is necessary and desirable to amend the policy as provided herein.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of Downers Grove, in

DuPage County, Illinois, as follows:

1. That the procedure set forth herein shall, in all events, be followed in determining and acting on the determination of a Village-wide clean up following a catastrophic storm event.

2. *Storm Sector Boundaries:* For purposes of this policy, storm sector boundaries are established as follows:

Sector 1: North Village limit to Ogden Ave., East Village Limit to the West Village Limit  
Sector 2: Ogden Ave. to the BN Tracks, Main St. to West Village Limit  
Sector 3: Ogden Ave. to the BN Tracks, East Village Limit to Main St.  
Sector 4: BN Tracks to 55th St., East Village Limit to the West Village Limit  
Sector 5: 55th St. to 63rd St., East Village Limit to the West Village Limit  
Sector 6: 63rd St. to the south Village limit, Main St. to West Village Limit  
Sector 7: 63rd St. to the south Village limit, East Village Limit to Main St.

3. *Damage Determination/Authorization to Provide Cleanup Service:* Within 48 hours of a wind, rain, or ice storm in which tree damage is experienced, the Village Manager, Director of Public Works and the Village Forester, or their designees, will assess damage using the following procedure:

- a. Surveys are to be conducted of the seven storm sectors as noted on the attached and revised exhibit to determine if 15 % of the parkway trees within that section have experienced storm damage to limbs equal or greater than three (3) inches in diameter. Should it be determined that such damage has occurred in two of the seven storm sectors, the Village Manager is authorized to arrange for either contractual or Village-provided curbside cleanup of all weather-damaged tree material for the entire Village. Cleanup will begin subject to contractor availability.
- b. In circumstances of threats to public safety, communications, or transportation, or in circumstances of Village-wide damage other than that indicated by the aforementioned guidelines, the Village Manager has the option to secure Village or contractual services for the removal of weather-damaged tree debris.

4. *Public Notification:* Within two days after damage determination is made and cleanup services decided upon, the Public Information Office will, at the direction of the Village Manager, coordinate information for dissemination to the public as follows:

- a. Telephone Points of Contact  
Village Manager's Office  
Village Operations Center  
Community Response Center

Public Works Department  
Code Services Department

- b. Press release issued to the local papers and inclusion in the "Village Corner"
- c. DGTV Channel 6
- d. Posting at Village Hall, Library, and train stations
- e. Announcement at Village Council meeting
- f. Community Events Boards
- g. Official Website ([www.downers.us](http://www.downers.us))
- h. Village "E-Newsletter"

Information included on all public notification will include, at a minimum:

- a. Type of cleanup service offered (drop-off / curbside )
- b. Date offered
- c. Location offered
- d. Instructions for interim storage of material and details on citation procedures in cases of violations
- e. Preparation instructions for material cleanup
- f. Phone number to inquire about assistance offered to those physically unable to access cleanup service

In cases where it is determined that a cleanup service will not be offered, information to that effect will be made available by the Public Information Office by the sources listed above. Information on alternate disposal methods (i.e. privately arranged special pick-up, regularly scheduled refuse pick-up) will be included.

5. *Citation Procedures for Improperly Placed Material:* Village ordinance prohibits storage of material on parkways except to facilitate its removal by scavengers. The only circumstance under which residents will be allowed to leave all tree debris on the parkway (including that from private property) is that of a Village-wide curbside cleanup service (which would commence within two weeks of the storm). Under these circumstances, parkway tree material may also be left on the parkway in anticipation of collection by Village crews.

Enforcement of the ordinance prohibiting storage of material on parkways will not begin until after any storm- related cleanup service is completed (i.e. curbside pickup or drop-off chipping program). Enforcement will be executed under the provisions of the Administrative Citation Ordinance of the Village Code with the Forestry Division taking primary responsibility. The following Administrative Citation procedures will be adhered to by Forestry Division staff:

- a. Upon first observance of a violation, a door hanger instructing residents of their violation and possible remedies shall be left with notification of a second inspection date seven days later.
- b. Should the violation still exist on the date of second inspection, a second letter is to be sent.

c. Forestry staff may then exercise the option to issue either an administrative citation or a court citation for a continuing violation.

6. That all resolutions or parts of resolutions in conflict with this resolution are hereby repealed.

7. That this resolution shall be in full force and effect from and after its passage in the manner provided by law.

Brian J. Krajewski, Mayor

Passed:

Attest:

April K. Holden, Village Clerk

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