

9:30

CITY OF SOUTH PASADENA  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION  
1414 MISSION STREET, SOUTH PASADENA, CA 91030 (626) 403-7240

PRIVATE PROPERTY TREE TRIMMING PERMIT APPLICATION

*This permit applies to Oak trees and native California species only.  
Please submit site plan if more than three (3) trees are involved.*

PERMIT FEES:  
Inspection: \$141.00  
Permit: \$75.00

PERMIT NO: 25539

JOB SITE: 1709 Rollin St

PROPERTY OWNER'S NAME(S): Justin Leung PHONE [REDACTED]

ADDRESS: 1709 Rollin St

CONTRACTOR'S NAME: Poly Timber Tree Service

ADDRESS: 5248 Birchlock Ave, Pico Rivera, CA 90660 PHONE: 626 418 4518

CITY BUSINESS LICENSE NO: 1022386

TREE INFORMATION:

(1) Type/Variety: Coast Live Oak Size of Tree: 28"  
(trees 4" in diameter or greater are considered Mature trees.) (diameter of tree is measured 4' from base of trunk)

Proposed trimming percentage of live foliage: 25% Location of Tree: Front Yard / East Side  
(specific location on property, i.e. front/side/back yard)

Description of Proposed Work: Emergency Pruning and Limb Removal  
(include all conditions warranting the proposed work.)

(2) Type/Variety: Coast Live Oak Size of Tree: 28"  
(trees 4" in diameter or greater are considered Mature trees.) (diameter of tree is measured 4' from base of trunk)

Proposed trimming percentage of live foliage: 25% Location of Tree: Drive Way  
(specific location on property, i.e. front/side/back yard)

Description of Proposed Work: Pruning & potential limb removal  
(include all conditions warranting the proposed work.)

(3) Type/Variety: Size of Tree:  
(trees 4" in diameter or greater are considered Mature trees.) (diameter of tree is measured 4' from base of trunk)

Proposed trimming percentage of live foliage: % Location of Tree:  
(specific location on property, i.e. front/side/back yard)

Description of Proposed Work:  
(include all conditions warranting the proposed work.)

**APPLICANT AGREES TO THE FOLLOWING CONDITIONS WHEN TAKING OUT A PERMIT.**

- (1) It shall be unlawful for any person to damage or cause to be damaged any heritage, mature Oak tree, or mature native tree located within the City per City Code Section 34.3(d). Damages could result in severe penalties including possible replacement trees of like-size when a tree does not recover from damages; or misdemeanor charges, per City Code Section 34.12(a)(b).
- (2) Topping of any tree is strictly prohibited.
- (3) Conditions must exist to warrant any trimming or pruning greater than 10%. After initial inspection of the site, a City inspector will approve the percentage of live foliage which may be trimmed.
- (4) **Oak tree** trimming season is from June 1st to September 30<sup>th</sup>.  
Only *hazard* trimming of **Oak trees** will be allowed from October 1<sup>st</sup> through June 30<sup>th</sup>.

APPLICANT SIGNATURE: \_\_\_\_\_

DATE: 8/7/24

1. Approved or Denied

Type/Variety Inspected: Coast Live Oak

Percentage of Live Foliage for Trimming: 20 % Size of Tree: mature

Comments: Reduce canopy over roof line = Clean, lift, Prune as needed.

Inspected By: Caterina Peguero Date Inspected: 8/20/24

2. Approved or Denied

Type/Variety Inspected: Coast Live Oak

Percentage of Live Foliage for Trimming: 20 % Size of Tree: mature

Comments: Reduce Canopy from adjacent property - Clean, Prune, lift as needed.

Inspected By: Caterina Peguero Date Inspected: 8/20/24

3. Approved or Denied

Type/Variety Inspected: \_\_\_\_\_

Percentage of Live Foliage for Trimming: \_\_\_\_\_ % Size of Tree: \_\_\_\_\_

Comments: \_\_\_\_\_

Inspected By: \_\_\_\_\_ Date Inspected: \_\_\_\_\_

# Redaction Log

Total Number of Redactions in Document: 2

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