

**CITY OF SOUTH PASADENA  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION**

**1414 Mission Street - South Pasadena - CA 91030 - 626-403-7240**

**PRIVATE PROPERTY TREE REMOVAL/REPLACEMENT PERMIT APPLICATION**

*Please submit site plan if more than three (3) trees are involved.*

**Inspection Fee: \$141**

PERMIT NO. 2500-HDP/DRX/VAR/PM/TRE

**Permit Fee: \$364; 4 or more \$504**

All fees are nonrefundable

Job Site: 4931 Harriman Ave

Property Owner's Name(S): Ismail Sawan Phone: [REDACTED]

Address: 4931 Harriman Ave

Contractor's Name: N/A

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City Business License No: \_\_\_\_\_

**Trees 4" in diameter or greater are Mature Trees - Include all conditions warranting the removal  
Please Submit plan if more than three (3) trees are involved**

Tree(s) Diameter	Type of Tree(s)	Location of Tree	Reason for Removal
46"	Quercus agifolia (Coast Live Oak)	Rear (T5)	Location conflicting with proposed (N) SFD
7"	Citrus (Citrus)	Center (T9)	Location conflicting with proposed (N) SFD
7"	Unknown (N/A)	Center (T10)	Dead tree, location conflicting with proposed (N) SFD
8"	Diospyros kaki (Persimmon)	Rear (T11)	Location conflicting with proposed (N) SFD

**Office Use Only:**

**Application Received:** \_\_\_\_\_ **Tree Removal and Replacement Plan:** \_\_\_\_\_ **Arborist Report:** \_\_\_\_\_

**Project Narrative:** \_\_\_\_\_ **Proposed Development Plan:** \_\_\_\_\_ **Site Plan:** \_\_\_\_\_ **NREC Hearing Date:** \_\_\_\_\_

**Comment Period Begins:** \_\_\_\_\_ **Comment Period Ends:** \_\_\_\_\_ **Permit Ready:** \_\_\_\_\_

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Tree(s) Diameter	Type of Tree(s)	Location of Tree	Reason for Removal
12"	Persea americana (Avocado)	Rear (T12)	Health condition is below average and located within footprint on (N) SFD
1.5"	Quercus agifolia (Coast Live Oak)	Rear (T15)	Location conflicting with proposed (N) SFD

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**Project Narrative:** \_\_\_\_\_ **Proposed Development Plan:** \_\_\_\_\_ **Site Plan:** \_\_\_\_\_ **NREC Hearing Date:** \_\_\_\_\_

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**PRIVATE PROPERTY TREE REMOVAL/REPLACEMENT PERMIT CONDITIONS:**

- (1) Conditions must exist to warrant the removal of any mature tree. Healthy trees which are not causing a hardship on the property owner shall not be approved for removal.
- (2) Tree removals will include complete removal of the stump and backfill of the hole.
- (3) For every tree approved for removal, multiple replacement trees must be planted anywhere on the owner's property or on City's property upon City's approval. For replacement tree(s) planted in the parkway, root barriers will be required to control the root system. The size of the replacement tree(s) is (are) based on the diameter of the trunk and the type of tree(s) for removal. The replacement tree(s) must be a minimum of 24" box size or as specified by the Engineering Division.
- (4) Replacement trees must be planted within 90 days of the **issuance date on the permit**.
- (5) Prior to planting the replacement trees, a final inspection must be conducted by the City inspector to verify conformance with tree replacement requirements. Please call to schedule an appointment at (626) 403-7370, Monday through Thursday, 7:30 a.m. to 4:00 p.m.
- (6) **A 100-foot radius map and mailing labels shall be required to provide public notice of the tree removal. Residents within a 100-foot radius of the property shall be given 15-days to comment on the tree removal prior to issuance of the permit.**

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

DATE: 3/14/2024

*City use only*

1. Recommended for Approval or Denial

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

Size of Tree: \_\_\_\_\_ Replacement Tree Size: \_\_\_\_\_ Qty: \_\_\_\_\_ Due by: \_\_\_\_\_

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

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

2. Recommended for Approval or Denial

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

Size of Tree: \_\_\_\_\_ Replacement Tree Size: \_\_\_\_\_ Qty: \_\_\_\_\_ Due by: \_\_\_\_\_

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

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

3. Recommended for Approval or Denial

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

Size of Tree: \_\_\_\_\_ Replacement Tree Size: \_\_\_\_\_ Qty: \_\_\_\_\_ Due by: \_\_\_\_\_

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

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



# Redaction Log

Total Number of Redactions in Document: 4

## Redaction Reasons by Page

Page	Reason	Description	Occurrences
1			1
2			1
3			1
4			1