

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. \_\_\_\_\_

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

All fees are nonrefundable

Job Site: \_\_\_\_\_

Property Owner's Name(S): Charles + Rene' Korth Phone: \_\_\_\_\_

Pers-Med-Similar

Address: 300 Meridian Avenue South Pasadena, CA 91030

Contractor's Name: Lopez Tree and Landscape Inc

Address: 541 Mountain View Ave, Altadena Phone: (626) 217-8035  
91001

City Business License No: 061030680

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
1 tree 36" dia.	Coast Live Oak	West side of Garage No Side of property	Dead - Bark Beetles

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: \_\_\_\_\_

**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: \_\_\_\_\_

Pers-Med-Similar

DATE: 1-8-2024

*City use only*

1. Recommended for Approval or Denial

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

Size of Tree: \_\_\_\_\_ Replacement Tree Size: 24" Qty: 3 Due by: 05/06/2024

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

Inspected By: Catrina Peguero Date Inspected: 02/06/2024

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: \_\_\_\_\_

**From:** [Catrina Peguero](#)  
**To:** [Leaonna Dewitt](#)  
**Cc:** [Anteneh Tesfaye](#)  
**Subject:** RE: Possible Dead Oak Tree - 300 Meridian Avenue  
**Date:** Monday, February 5, 2024 9:13:42 AM

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Hi Leaonna,

I am having IT issues this morning and cannot edit the PDF

**Approved for Removal**

-this is a dead tree High Risk

Dead canopy/cracking at base of trunk/location of tree

**From:** Leaonna Dewitt <ldewitt@southpasadenaca.gov>  
**Sent:** Monday, February 5, 2024 8:02 AM  
**To:** Catrina Peguero <cpeguero@southpasadenaca.gov>  
**Cc:** Anteneh Tesfaye <atesfaye@southpasadenaca.gov>  
**Subject:** Possible Dead Oak Tree - 300 Meridian Avenue

Good morning Catrina,

I wanted to share this tree removal with you, due to the possibility of it being dead.

**Leaonna DeWitt**  
Public Works Assistant  
City of South Pasadena  
626-403-7240  
[www.southpasadenaca.gov](http://www.southpasadenaca.gov)

# Redaction Log

Total Number of Redactions in Document: 2

## Redaction Reasons by Page

Page	Reason	Description	Occurrences
1	Pers-Med-Similar	The provided document(s) have been redacted and/or the City is withholding records from disclosure, in whole or in part, because disclosure of personnel, medical or similar files constitutes an unwarranted invasion of personal privacy, pursuant to Government Code Section 7927.700. In addition, such information is protected by the privacy provisions of Article I, Section 1 of the California Constitution, incorporated into the Public Records Act exemptions through California Government Code Section 7927.705.	1
2	Pers-Med-Similar	The provided document(s) have been redacted and/or the City is withholding records from disclosure, in whole or in part, because disclosure of personnel, medical or similar files constitutes an unwarranted invasion of personal privacy, pursuant to Government Code Section 7927.700. In addition, such information is protected by the privacy provisions of Article I, Section 1 of the California Constitution, incorporated into the Public Records Act exemptions through California Government Code Section 7927.705.	1