

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: **\$125**

Permit Fee: **\$322**; 4 or more **\$447**

All fees are nonrefundable

PERMIT NO. _____

Job Site: 1325 Monterey Road. South Pasadena

Property Owner's Name(S): Vestry of St James Episcopal Church Phone: Pers-Med-Similar

Address: 1325 Monterey Road . South Pasadena CA 91030

Contractor's Name: To Be Determined

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
✓ 8"	Magnolia	W side of bldg.	We will retain tree if possible in build new planter- need option to remove if can not be saved.
✓ 10"	Italian cypress	SW corner of bldg.	Tree is in a 2' x 4' area and is in poor condition.
✓ 10" (11")	Italian cypress	SW corner of bldg.	Tree is in a 2' x 4' area and is in poor condition.

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: _____ DATE: _____

City use only

1. Recommended for Approval or Denial

Type/Variety Inspected: SOUTHERN MAGNOLIA

Size of Tree: 8" Replacement Tree Size: _____ Qty: _____ Due by: _____

Comments: HEALTHY TREE IN A 4'X4' TREE WELL. POTENTIALLY IN WAY OF PROPOSED CONSTRUCTION.

Inspected By: Rebecca Mejia ISAWE2355A Date Inspected: 4-7-22

2. Recommended for Approval or Denial

Type/Variety Inspected: ITALIAN CYPRESS

Size of Tree: 10" Replacement Tree Size: _____ Qty: _____ Due by: _____

Comments: CONSTRICTED GROWTH SPACE; UNDER UTILITY LINES. FAIR HEALTH OUT GROWN SPACE. IN WAY OF PROPOSED NEW ELECTRICAL VAULT/CONSTRUCTION

Inspected By: Rebecca Mejia ISAWE2355A Date Inspected: 4-7-22

3. Recommended for Approval or Denial

Type/Variety Inspected: ITALIAN CYPRESS

Size of Tree: 11" Replacement Tree Size: _____ Qty: _____ Due by: _____

Comments: CONSTRICTED GROWTH SPACE; UNDER UTILITY LINES, FAIR HEALTH. TREE HAS OUT GROWN SPACE, NEW ELECTRICAL VAULT/CONSTRUCTION.

Inspected By: Rebecca Mejia ISAWE2355A Date Inspected: 4-7-22

Redaction Log

Total Number of Redactions in Document: 1

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