

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: **1931 HANSCOM DR. SOUTH PASADENA, CA 91030**

Property Owner's Name(S): **SHENGHAO YE** Phone: **Pers-Med-Similar**

Address: **Pers-Med-Similar**

Contractor's Name: \_\_\_\_\_

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)<br>Diameter | Type of Tree(s)                       | Location of Tree         | Reason for Removal  |
|---------------------|---------------------------------------|--------------------------|---|
| 14", 10", 6"        | Schinus molle – California Pepper, #2 | side yard                | growing too close to the footprint of the proposed house.           |
| 1.25"               | California Black Walnut, #7           | side yard                | Tree situated at the proposed driveway location.                    |
| 1.5"                | California Black Walnut, #8           | front yard               | Tree situated at the proposed driveway location.                    |
| n/a                 | California Black Walnut (#4,5,6,9)    | side yard and front yard | Tree situated at the proposed access staircase, house and driveway. |

**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: 3/19/2025

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



City of South Pasadena  
Public Works Department  
Engineering Division

1414 Mission Street, South Pasadena, CA 91030 (626) 403-7240

Private Property Tree Removal Location: 1931 HANSON DR

| NUMBER | TREE SPECIES             | SIZE   | VERIFY HEALTH                                   | NOTES                          |
|--------|--------------------------|--|---|--------------------------------|
| 1      | CALIFORNIA PEPPER        | 10"<br>6"<br>14"   | MULTI-STEMMED<br>GOOD HEALTH<br>-POOR STRUCTURE | TREE # 2<br>IN ARBORIST REPORT |
| 2      | CALIFORNIA BLACK WALNUT. | 1.25"  | VERIFIED<br>STUMP SPROUT                        | TREE # 7                       |
| 3      |                          | 1.5"   | VERIFIED STUMP<br>SPROUT.                       | TREE # 8                       |
| 4      |                          | VERIFIED - THESE ARE ALL<br>VERY SMALL STUMP<br>SPROUTS. |   | TREE # 4                       |
| 5      |                          |  |   | TREE # 5                       |
| 6      |                          |  |   | TREE # 6                       |
| 7      |                          |  |   | TREE # 9                       |
| 8      |                          |  |   |                                |
| 9      |                          |  |   |                                |
| 10     |                          |  |   |                                |
| 11     |                          |  |   |                                |
| 12     |                          |  |   |                                |
| 13     |                          |  |   |                                |
| 14     |                          |  |   |                                |
| 15     |                          |  |   |                                |

CITY USE ONLY

Arborist Notes

ARBORISTS REPORT ACCURATELY PRESENTED THE HEALTH  
& CONDITION OF EACH TREE ON SITE BEING REQUESTED  
FOR REMOVAL

INSPECTED BY: Rebecca Mija ISA WF 235513 DATE: 3-26-25

# Redaction Log

Total Number of Redactions in Document: 3

## 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. | 2           |
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