



**CITY OF SOUTH PASADENA  
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION  
REGULAR MEETING AGENDA**

**Council Chamber  
1424 Mission Street, South Pasadena, CA 91030**

**June 22, 2021, at 7:00 p.m.**

**PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WILL NOT BE OPEN TO  
THE PUBLIC**

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the Natural Resources and Environmental Commission for June 22, 2021 will be conducted remotely and held by Zoom video conference.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Commissioners will be participating remotely and will not be physically present in the Council Chambers.

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

Natural Resources and Environmental Commission

**Zoom Meeting Information**

**Webinar ID: 871 3299 4112**

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information accordingly; or
2. Click on the following unique Zoom meeting link:  
<https://zoom.us/j/87132994112>; or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

For additional Zoom assistance with telephone audio, you may find your local number at:  
<https://us02web.zoom.us/j/kcqjjC6iQx>

**IMPORTANT NOTE:** Members of the public may access the meeting to observe the meeting's proceedings; however, at this time, there is no live, real-time participation by members of the public.

**PUBLIC COMMENT**

If you would like to comment on an agenda item, members of the public may submit their comments in writing for consideration, by emailing comments or questions to: [nrecpubliccomment@southpasadenaca.gov](mailto:nrecpubliccomment@southpasadenaca.gov). **Public Comments must be received by 12:00 p.m., June 22, 2021** to ensure adequate time to compile and post. Public Comment portion of the email is limited to 250 words. Please make sure to indicate: 1) your name; 2) what agenda item you are submitting public comment on, or if it is a general public comment; and/or 3) clearly state if you wish for your comment to be read during the meeting.

*South Pasadena Natural Resources and Environmental Statement of Civility*

*As your appointed governing board we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**CALL TO ORDER:**

Amy Davis Jones

**ROLL CALL:**

Commissioners Rona Bortz, Michelle Hammond, Casey Law, William J. Kelly, Michael Siegel; Vice Chair Madeline C. Di Giorgi; Chair Amy Davis Jones.

**COUNCIL LIAISON:**

Mayor Pro Tem Michael A. Cacciotti

**STAFF PRESENT:**

Ted Gerber, Deputy Public Works Director  
Garrett Crawford, Public Works Operations Manager  
Arpy Kasparian, Water Conservation & Sustainability Analyst  
Reyna Salazar-Martin, Public Works Management Assistant

**PLEDGE OF ALLEGIANCE**

Amy Davis Jones

**PUBLIC COMMENTS AND SUGGESTIONS**

The Natural Resources and Environmental Commission (NREC) welcomes public input. Members of the public may address the NREC by emailing: [nrecpubliccomment@southpasadenaca.gov](mailto:nrecpubliccomment@southpasadenaca.gov). **Public Comments must be received by 12 p.m., June 22, 2021** to ensure adequate time to compile and post. Public Comment portion of the email is limited to 250 words. Please make sure to

indicate: 1) your name; 2) what agenda item you are submitting public comment on or if it is a general public comment; and 3) if you request for your public comment to be read at the meeting.

Pursuant to state law, the NREC may not discuss or take action on issues not on the meeting agenda, except that members of the NREC or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

Note: Public input will also be read during all agenda items.

### 1. **Public Comment**

## DISCUSSION ITEMS

### 2. **Review of City Cool Roof and Parking Lot Codes**

## ACTION ITEMS

### 3. **Recommendation of Tree Ordinance**

**Recommendation:**

It is recommended that the Commission review and recommend to City Council to adopt the amendments to Chapter 34 of the South Pasadena Municipal Code (Trees and Shrubs).

### 4. **Approval of Minutes**- Meeting of May 25, 2021

## COMMUNICATIONS

### 5. **City Council Liaison Communications**

### 6. **Commissioner Communications**

### 7. **Staff Liaison Communications**

### 8. **Upcoming Events**

- Transitioning to Electric Landscaping Equipment - Free Webinar - June 23, 7pm
- South Pasadena Beautiful Plant Swap - Library - June 26, 10am-12pm
- Celebrate National Pollinator Week with “The Pollinators” - June 21 - June 27
- LA County Smart Gardening Webinars - Various dates  
(<https://www.ladpw.org/epd/sg/webinars.cfm>)

- MWD Turf Removal + CA Native Landscape Webinars - Various dates (<https://greengardensgroup.com/turf-transformation/>)

**ADJOURNMENT**

**FUTURE NREC MEETINGS**

July 27, 2021	Virtual Zoom	7:00pm
August 24, 2021	Virtual Zoom	7:00pm

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Prior to meetings, agenda related documents and complete agenda packets are available for public inspection online at <https://www.southpasadenaca.gov/government/boards-commissions/natural-resources-environmental-commission>.

**ACCOMMODATIONS**



The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.*

6/17/21  
Date

  
\_\_\_\_\_  
Arpy Kasparian  
Water Conservation and Sustainability Analyst

**ITEM 3**

Amendment of Chapter 34 (Trees and Shrubs)



# Natural Resources & Environmental Commission Agenda Report

ITEM NO. \_\_\_\_\_

**DATE:** June 22, 2021

**FROM:** Shahid Abbas, Public Works Director  
Garrett Crawford, Acting Deputy Public Works Director

**SUBJECT:** **Amendment of Chapter 34 (Trees and Shrubs) of the South Pasadena Municipal Code**

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## **Recommendation**

It is recommended that the Commission review and recommend to the City Council to adopt the amendments to Chapter 34 of the South Pasadena Municipal Code (Trees and Shrubs).

## **Community Outreach**

This matter was reviewed at several public NREC meetings in 2020.

## **Discussion/Analysis**

Per the 2019 adopted Green Action Plan, the Natural Resources and Environmental Commission reviewed and provided a recommendation for the amendments to Chapter 34 (Trees and Shrubs) of the South Pasadena Municipal Code. These amendments aim to strengthen the Code to reflect the City's goal of protecting and maintaining a healthy tree canopy. The Commission recommended the following changes:

1. Provide leniency in permit fees and categorization for the residents experiencing financial hardships
2. Clarification of the description of the ordinance in various sections throughout the chapter
3. Cleaned up replacement tree requirements

Based on NREC's recommendation, the City staff has updated the Tree Code with the suggested amendments where feasible (see attachment).

## **Background**

The City has been designated a Tree City USA for over 20 years. One of the requirements in achieving that status is that the City must have a Tree Care Ordinance. Adopted on February 20, 1991, Ordinance No. 1991 enacted SPMC Chapter 34 (Sections 34.1 through 34.10), referred to as the Tree Ordinance. The Tree Ordinance aims to protect all trees within the City. The Tree Ordinance has been modified several times, most recently on February 6, 2019, under Ordinance No. 2328.

This matter was reviewed by the Natural Resources and Environmental Commission (NREC) at several of their 2020 meetings. At their September 22, 2020 meeting, the NREC made modifications and edits, which have been incorporated into the proposed Chapter 34 (Trees and Shrubs) amendments. The Commission recommended that the City Council adopt the proposed revisions to Chapter 34 (Trees and Shrubs) of the South Pasadena Municipal Code (SPMC).

**Legal Review**

The City Attorney has reviewed this item.

**Fiscal Impact**

The proposed SPMC amendments to Chapter 34 are expected to have no fiscal impact.

**Public Notification of Agenda Item**

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda, and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

**Attachment**

City of South Pasadena Municipal Code, Chapter 34 (Trees and Shrubs)

**ATTACHMENT**

City of South Pasadena Municipal Code, Chapter 34 (Trees and Shrubs)



**CITY OF SOUTH PASADENA  
ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE CITY OF SOUTH PASADENA AMENDING SECTIONS 34.1 (“DEFINITIONS”), 34.5 (“TREE TRIMMING PERMIT APPLICATIONS”), 34.6 (“PROCEDURE FOR CONSIDERATION OF TREE TRIMMING”), 34.10 (“PROCEDURE FOR CONSIDERATION OF TREE REMOVAL APPLICATIONS”), 34.11 (“CRITERIA FOR APPROVING TREE REMOVAL PERMIT APPLICATIONS”), OF CHAPTER 34 (“TREES AND SHRUBS”) OF THE CITY OF SOUTH PASADENA MUNICIPAL CODE

The people of the City of South Pasadena do hereby ordain as follows:

**SECTION 1.** Section 34.1 (“Definitions”) of Chapter 34 (“Trees and Shrubs”) of the South Pasadena Municipal Code is amended to read as follows:

**34.1 Definitions.**

As used in this chapter:

- (a) "Caliper" means the diameter of the trunk of a tree measured at four feet above natural grade. In the case of multi-trunked trees, "caliper" is the sum of each trunk measured at four feet above the grade.
- (b) "Certified arborist" means a professional in tree care industry who has received their arborist certification through the International Society of Arboriculture.
- (c) "City arborist" means a certified arborist designated by the director.
- (d) "Commission" means the natural resources and environmental commission (NREC).
- (e) "Damage" means any action taken which causes injury, disfigurement, or death of a tree.
- (f) "Deadwood" means limbs, branches or a portion of a tree void of green leaves during a season of the year when green leaves should be present.
- (g) "Development" shall be defined per the city zoning code, SPMC [36.700.020](#).
- (h) "Director" means public works director.
- (i) "Drip line" means a series of points formed by the vertical dripping of water from the outermost branches and leaves of a tree.
- (j) "Financial Hardship" means for residents who are currently in the Rubbish and Water Low-Income Program.
- (k) "Front yard" means that portion of private property as designated in the city zoning code.
- (l) "Heritage tree" means a tree of historical value because it is a South Pasadena historical landmark. A heritage tree may be located on private or public property.

- (m) "Intentional violation" means a violation of this chapter (Trees and Shrubs) that is committed by any person or entity who has actual or presumed knowledge of, or who has previously violated, its provisions. A commercial certified arborist/tree trimmer, a real estate developer, a general contractor, or anyone who has previously filed an application for a tree trimming or tree removal permit in the city shall be presumed to know the provisions of this chapter.
- (n) "ISA" means the International Society of Arboriculture.
- (o) "Mature tree" means any variety of tree that has a caliper of at least four inches or more.
- (p) "Native species tree" means any species of tree native to Southern California as defined by ordinance or resolution adopted by the city council.
- (q) "Oak tree" means species of tree of the genus Quercus.
- (r) "Planning review authority" means the individual or official city body (director of planning and building, design review board, cultural heritage commission, planning commission or city council) identified by the city zoning code as having responsibility and authority to review and approve or disapprove the development permit applications described in Article 6 of the city zoning code (Zoning Code Administration).
- (s) "Protected shrub" means a woody plant that is over 16 feet in height, which has one or more trunk(s) equal to or greater than a four-inch diameter, ~~and is "tree like."~~
- (t) "Protected tree" means a heritage tree, mature oak tree, mature native species tree, significant tree, or protected shrub.
- (u) "Protection" means the safeguarding of trees through proper treatment.
- (v) "Real estate developer" means a person or entity that is engaged in the business of constructing or rehabilitating commercial or residential structures within the city for sale or lease to third parties.
- (w) "Removal" means uprooting, cutting or severing of the main trunk of a tree.
- (x) "Shrub" means a woody plant that is less than 16 feet in height and may be multi-stemmed.
- (y) "Significant tree" means any variety of tree that has a caliper of one foot or more.
- (z) "Standard of care" means compliance with ANSI standards for tree care, irrigation, and maintenance, including trimming of foliage for tree or shrub.
- (aa) "Tree" means a woody perennial usually having one dominant trunk and a mature height greater than 16 feet.
- (bb) "Trimming" means cutting into the live wood of a tree or shrub to remove limbs and/or branches.
- (cc) "ANSI" means American National Standards Institute."

**SECTION 2.** Sections 34.5(“Tree trimming permit applications”) and 34.6 (“Procedure for consideration of tree trimming”) of Chapter 34 (“Trees and Shrubs”) of the South Pasadena Municipal Code are amended to read as follows:

**34.5 Tree trimming permit applications.**

(a) A tree trimming permit shall be required if:

(1) More than 10 percent of the live foliage or limbs of a mature oak tree or mature native species tree will be removed within a 12-month period; or

(2) More than 20 percent of the live foliage or limbs of any heritage tree will be removed within a 12-month period.

(3) All other trees do not require permits, but shall be pruned per ISA standards.

(b) Any person applying for a tree trimming permit shall file with the director an application in writing on a form furnished by the director. The application shall contain the following information:

(1) The name and residence or business address of the applicant;

(2) The location and description of the property on which the trees are located;

(3) A description of the proposed work including the reason for tree trimming. Photographs may be provided as exhibits, if desired;

(4) The name and state contractor's license number of the person who will perform the work. Permits shall only be issued to persons possessing a C-27 or C-61 (D-49) state contracting license;

(5) Additional information as the director may require.

(c) The application shall be accompanied by a nonrefundable fee in an amount established by resolution of the city council. (Ord. No. 2328, § 1 (part), 2019.)

(d) Where a financial hardship is determined, the City at its discretion may give an applicant a discount of 40% on:

(1) Permit/application fees

(2) Inspection fees

**34.6 Procedure for consideration of tree trimming applications.**

(a) For tree trimming permit applications associated with development:

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the property to be developed. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director. The notification process may be waived if noticing associated with the development is being sent as required by the planning review authority and such notice specifically identifies the proposed trimming of trees.

(2) The director, after considering the application pursuant to the criteria set forth in SPMC [34.7](#), and any comments received from interested residents, shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree trimming application. The director's recommendations and conditions of approval shall be considered advisory to the planning review authority's decision associated with the development.

(3) When tree trimming permits associated with development are referred to the commission, the commission shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree trimming application. The commission's recommendations and conditions of approval shall be advisory to the planning review authority decision associated with the development.

(4) Tree trimming associated with development shall only be conditionally approved subject to the applicant receiving their development building permit and paying all fees associated with the tree trimming as established by resolution of the city council. Upon the planning review authority's approval of the development application and applicable conditions of approval, and payment of all required fees, the applicant shall be issued a tree trimming permit.

(b) **For tree trimming permit applications NOT associated with development:**

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director.

(2) Upon expiration of the 15-day period, the application shall be reviewed by the director, who shall, after considering the application pursuant to the criteria set forth in SPMC [34.7](#), and any comments received from interested residents, approve, conditionally approve, or deny the application. The decision of the director shall be made in writing and provided to the applicant and to any interested persons who commented on the application.

(3) The decision of the director shall take effect 15 calendar days after the date of mailing of the decision to the applicant and any interested persons to allow for the filing of any appeals. Unless the director's decision is appealed to the commission, upon payment of all fees associated with the tree trimming as established by resolution of the city council, the applicant shall be issued a tree trimming permit.

(c) The director may refer any application for a tree trimming permit to the commission for any of the following reasons:

- (1) The city receives reasonable objections during the notification period; or
- (2) An appeal of the director's decision has been filed in accordance with this chapter; or
- (3) At the discretion of the director.

Should the application be referred to the commission, the commission shall make its recommendation (if the permit application is associated with development) or decision (if the

permit application is not associated with development) during a noticed public meeting. A decision of the commission shall not take effect until 15 calendar days after the date of the public meeting have elapsed to allow for the filing of an appeal.”

**SECTION 3.** Sections 34.10 (“Procedure for consideration of tree removal applications”) and 34.11 (“Criteria for approving tree removal permit applications”) of Chapter 34 (“Trees and Shrubs”) of the South Pasadena Municipal Code are amended to read as follows:

**34.10 Procedure for consideration of tree removal applications.**

**(a) For tree removal permit applications associated with development:**

(1) The applicant shall be responsible for all fees associated with the tree removal application review and processing in accordance with the fees established by resolution of the city council.

(2) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director. The notification process may be waived if noticing associated with the development is being sent as required by the planning review authority and such notice specifically identifies the proposed removal of trees.

(3) The director, after considering the application pursuant to the criteria set forth in SPMC [34.11](#) and any comments received from interested residents, shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree removal application. The director's recommendations and conditions of approval shall be considered advisory to the planning review authority's decision associated with the development.

(4) When tree removal permits associated with development are referred to the commission, the commission shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree removal application. The commission's recommendations and conditions of approval shall be advisory to the planning review authority decision associated with the development.

(5) Tree removals associated with development shall only be conditionally approved subject to the applicant receiving their development building permit, paying all fees associated with the tree removal as established by resolution of the city council, and paying a deposit for the required replacement trees, in an amount sufficient to cover the cost of all required replacement trees, as determined by the city's arborist. Upon the planning review authority's approval of the development application and satisfaction of all conditions of approval, and payment of all required fees, the applicant shall be issued a tree removal permit. Upon the applicant's proof to city's satisfaction that the applicant has complied with the approved tree replacement plan, the city shall reimburse applicant's replacement tree deposit. Should applicant fail to plant any replacement tree in accordance with the approved replacement tree plan, the city shall retain the amount of the replacement tree deposit necessary to cover the cost to plant any required replacement trees in alternative locations within the city (public right-of-way, park, etc.), as permitted by this chapter.

(b) **For tree removal permit applications NOT associated with development:**

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director.

(2) Upon expiration of the 15-day period, the application shall be reviewed by the director, who shall, after considering the application pursuant to the criteria set forth in SPMC [34.11](#), and any comments received from interested residents, approve, conditionally approve, or deny the application. The decision of the director shall be made in writing and provided to the applicant and to any interested persons who commented on the application.

(3) The decision of the director shall take effect 15 calendar days after the date of mailing of the decision to the applicant and any interested persons to allow for the filing of any appeals. The applicant shall be issued a tree removal permit following its payment of all fees associated with the tree removal as established by resolution of the city council and payment of a deposit sufficient to cover the cost of all required replacement trees as determined by the city's arborist, unless the director's decision is appealed to the commission. Upon the applicant's proof to the city's satisfaction that the applicant has complied with the approved tree replacement plan, the city shall reimburse applicant's replacement tree deposit. Should the applicant fail to plant any replacement tree in accordance with the approved replacement tree plan, the city shall retain the amount of the replacement tree deposit necessary to cover the cost to plant any required replacement trees in alternative locations within the city (public right-of-way, park, etc.), as permitted by this chapter.

(c) The director may refer any tree removal permit to the commission for decision for any of the following reasons:

(1) The applicant is proposing to remove three or more healthy nonnative significant trees; or

(2) The applicant is proposing to remove any healthy significant oak trees or significant native species trees; or

(3) The applicant is proposing to remove any heritage tree; or

(4) The city receives reasonable objections during the notification period; or

(5) An appeal of the director's decision has been filed in accordance with this chapter; or

(6) At the discretion of the director.

Should the application be referred to the commission, the commission shall make its recommendation (if the application is associated with development) or decision (if the application is not associated with development) during a noticed public meeting. A decision of the commission shall take effect 15 calendar days after the date of public meeting to allow for the filing of any appeals.

**34.11 Criteria for approving tree removal permit applications.**

(a) Subject to the imposition of conditions pursuant to subsection (b) of this section, a tree removal permit may be issued in any one of the following instances:

(1) Where the tree poses a reasonable risk of injury or harm to persons or property or is substantially interfering with the structural integrity or the use of an existing structure (including, but not limited to, a fence or wall), swimming pool, or building and there is no feasible and reasonable alternative to mitigate the interference.

(2) Where, upon taking into account the size, shape, topography and existing trees upon the lot, the denial of the permit would create an unreasonable hardship on the property owner. Redesign of any proposed development as an alternative to removal of an existing protected tree does not create an unreasonable hardship.

(3) Where a financial hardship is determined, the City at its discretion, may give an applicant a discount of 40% on:

i. Permit/application fees

ii. Inspection fees

iii. Tree replacement fees

(4) Where a written determination has been made by a certified arborist, after a visual inspection or scientific evaluation, that the tree is so diseased or damaged that it is no longer viable or is a threat to persons or property, including to other trees. The director or commission may waive the requirement for a certified arborist's written statement when the tree can reasonably be determined to be dead by a layperson's visual inspection or when, after conducting an inspection of the tree, the director determines that the tree poses an obvious and imminent threat to life or property.

(5) For the removal of a significant or mature tree, where the proposed replacement tree(s) are of greater value or provide greater benefits than the tree proposed for removal.

(b) A tree removal permit may be conditioned upon the replacement or transplanting of the tree either on or off site. Such replacement or transplanting shall be subject to the following provisions:

(1) Designation by the director or the commission of the number, size, species, and location of replacement tree(s) proposed for removal, the significance of the tree(s) on the lot as viewed from a public right-of-way, the size of the lot, and the number of existing trees on the lot.

(2) Because of its size and/or significance, a single tree proposed to be removed may be required to be replaced with multiple trees. If the subject property cannot accommodate multiple trees, alternative locations within the city (public right-of-way, park, etc.) may be designated.

(3) If a replacement tree is required, the property owner must agree to accept the conditions of replacement by his or her signature on the permit application and make the replacement tree deposit (per SPMC [34.10\(a\)\(5\)](#) or (b)(3)) before issuance of the permit.

(4) When the work designated in the permit is completed, the applicant shall contact the public works department for an inspection of the work. Any tree removal will require complete removal and grinding of the stump and backfilling of the hole.

(5) Should a designated replacement or transplanted tree not survive for a period of two years, the applicant shall be required to replace it with another tree or pay to the city the full cost of replacing the tree at a location to be determined by the city.

(6) Where the permit allows or requires the replacement or transplanting of tree(s), the director or commission may, in their discretion, as an alternative to subsection (b)(5) of this section, require the applicant to post a bond or surety for a five-year period against the survival of the tree(s). The amount of the bond or surety shall be in accordance with the "Guide for Plant Appraisal" (ISA publication, most recent edition).

(7) Unless otherwise stated in the conditions of approval, the tree removal permit shall be valid for a period of one year with the planting of any new trees on the applicant's property to occur during the next planting season as determined by ANSI standards and local climate conditions.

#### **34.12-5 Replacement tree requirements.**

The number of replacement trees is determined by the size of the existing tree(s) approved for removal, unless otherwise determined by the director in accordance with this chapter.

(a) Listed below are the replacement tree requirements for permitted tree removal not associated with development:

(1) For replacement of non-native significant trees, one 24-inch box replacement tree shall be required for each 10-inch increment of the caliper of the existing tree proposed for removal, or portion thereof. For example:

i. No replacement trees are required for non-native trees with a caliper of less than 12 inches.

ii. One 24-inch box replacement tree shall be required for each tree removed with a caliper between and including 12 and 21 inches.~~of less than 10 inches.~~

iii. Two 24-inch box replacement trees shall be required for each tree removed with a caliper of between and including 22 and 31 inches.~~2244 and 3124 inches.~~

iv. Three 24-inch box replacement trees shall be required for each tree removed with a caliper of between and including 32 and 41 inches.~~3222 and 4132 inches.~~

iv. Four 24-inch box replacement trees shall be required for each tree removed with a caliper of between and including 42 and 51 inches; and so forth.~~4233 and 5143 inches;~~



(2) For replacement of ~~mature oak trees~~, mature native species trees, and heritage trees, two 24-inch box native species replacement trees shall be required for each 10-inch increment of the caliper of the existing tree proposed for removal, or portion thereof. For example:

- i. No replacement trees are required for native trees with a caliper of less than 4 inches.
- ii. ~~Two 24-inch box native species replacement trees shall be required for each tree removed with a caliper between and including 4 and 13 inches of less than 10 inches.~~
- iii. Four 24-inch box native species replacement trees shall be required for each tree removed with a caliper ~~of between~~ and including 14 and 23 inches.
- iv. Six 24-inch box native species replacement trees shall be required for each tree removed with a caliper ~~of between~~ and including 24 and 33 inches.
- iv. Eight 24-inch box native species replacement trees shall be required for each tree removed with a caliper ~~of between~~ and including 34 and 43 inches; and so forth.

(b) Listed below are the replacement tree requirements for permitted tree removals associated with development:

(1) For replacement of non-native significant trees, one 24-inch box replacement tree shall be required for each six-inch increment of the caliper of the existing tree proposed for removal, or portion thereof. For example:

- i. No tree replacements are required for non-native trees with a caliper of less than 12 inches.
- ii. ~~One 24-inch box replacement tree shall be required for each tree removed with a caliper between and including 12 and 17 inches of less than inches.~~
- iii. Two 24-inch box replacement trees shall be required for each tree removed with a caliper ~~of between~~ and including 18 and 23 inches.
- iv. Three 24-inch box replacement trees shall be required for each tree removed with a caliper ~~of between~~ and including 24 and 29 inches.
- iv. Four 24-inch box replacement trees shall be required for each tree removed with a caliper ~~of between~~ and including 30 and 35 inches; and so forth.

(2) For replacement of ~~mature oak trees~~, mature native species trees, and heritage trees, two 24-inch box native species replacement trees shall be required for each six-inch increment of the diameter of the existing tree proposed for removal, or portion thereof. For example:

- i. No tree replacements are required for native trees with a caliper of less than 4 inches.
- ii. Two 24-inch box native species replacement trees shall be required for each tree removed with a caliper between and including 4 and 9 of less than six inches.
- iii. Four 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between and including 107 and 1543 inches.
- iv. Six 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between and including 1644 and 2120 inches.
- iv. Eight 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between and including 2224 and 27 inches; and so forth. (Ord. No. 2328, § 1 (part), 2019.)

**SECTION 4. CEQA.** The City Council hereby finds that the proposed Code amendment is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines § 15061(b)(3), which states the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. It may be seen with certainty that there is no possibility this regulatory amendment clarifying the existing procedure for obtaining tree trimming and removal permits and providing for reduced fees to accommodate an applicant who is financially burdened may have a significant effect on the environment.

**SECTION 5. EFFECTIVE DATE.** This ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code Section 36937.

**SECTION 6.** This ordinance shall take effect thirty (30) days after its final passage and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

PASSED AND ADOPTED by the City Council of the City of South Pasadena, State of California, on \_\_\_\_\_, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Diana Mahmud, Mayor

Attest:

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Lucie Colombo, CMC, CPMC  
City Clerk

**CITY OF SOUTH PASADENA  
OFFICE OF THE CITY CLERK**

**CERTIFICATION OF ORDINANCE**

**STATE OF CALIFORNIA)**

**COUNTY OF LOS ANGELES)      SS**

**CITY OF SOUTH PASADENA)**

I, Lucie Colombo, CMC, CPMC, City Clerk of the City of South Pasadena, do hereby certify that Ordinance No. xxxx, was duly and regularly introduced and placed upon its first reading at a Regular meeting of the City Council on xxxx, and that thereafter, said Ordinance was duly adopted and passed at a Regular meeting of the City Council on this xxx day of xxxx 2021, by the following votes as the same appears on file and of record in the Office of the City Clerk.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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LUCIE COLOMBO, CMC, CPMC  
City Clerk

**ITEM 4**

Approval of Minutes – Regular Meeting of May 25, 2021

**CITY OF SOUTH PASADENA  
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION – REGULAR MEETING  
MINUTES – May 25, 2021**

**CALL TO ORDER:**

The meeting was called to order at 7:01p.m. Present at the time of roll call were: Commissioner Rona Bortz, Commissioner Michelle Hammond, Commissioner Casey Law, Commissioner Bill Kelly, Commissioner Michael Siegel, Chair Amy Jones, and Mayor Pro Tem Michael Cacciotti. Vice Chair Madeline Di Giorgi had an excused absence. Staff present: Ted Gerber, Deputy Public Works Director; Anteneh Tesfaye, Water Operations Manager; Garret Crawford, Acting Deputy Public Work Director; Arpy Kasparian, Water Conservation and Sustainability Analyst; and Sheila Pautsch, Community Services Director.

**1) GENERAL PUBLIC COMMENT**

No public comments.

**PRESENTATIONS:**

**2) Introduction of Ted Gerber, Public Works Deputy Director**

Ted Gerber, the new Public Works Deputy Director, introduced himself and gave a brief background.

**PUBLIC COMMENT**

No public comments

**ACTION ITEMS:**

**3) Appointment to City Leased Recreational Facility Ad Hoc Committee**

Pautsch explained that City Council requested up to two NREC commissioners to join the Ad Hoc Committee which would assist staff in determining the future terms of use of City leased recreational facilities including the Arroyo Seco Golf Course, the Arroyo Seco Racquet Club, and the All-Star Baseball School and Batting Cages. Commissioner Bortz and Commissioner Kelly volunteered to join the Ad Doc Committee. Chair Jones nominated Commissioner Bortz and Commissioner Kelly to join the Ad Hoc Committee.

MOTION BY CHAIR JONES, SECOND BY COMMISSIONER SIEGEL, MOTION CARRIED 6-0, TO APPROVE NOMINATION

**4) Gas-Powered Leaf Blowers**

Kasparian presented a draft ordinance prohibiting the use of gas-powered leaf blowers in the City. The commissioners and City staff discussed enforcement, the placement of the ban within the code, outreach, the addition of other small off-road engines to the code, and focusing outreach and enforcement on property owners instead of gardeners/landscapers. The commission requested staff include in the staff report to City Council that staff will work to establish a tool lending library to assist with the outreach and education of switching from gas-powered to electric leaf blowers.

MOTION BY COMMISSIONER HAMMOND, SECOND BY COMMISSIONER KELLY, MOTION CARRIED 6-0, TO RECOMMEND TO CITY COUNCIL TO ADOPT THE PROPOSED GAS-POWERED LEAF BLOWER ORDINANCE WITH THE AMENDMENT TO DIRECT ENFORCEMENT/RESPONSIBILITY TOWARDS PROPERTY OWNERS PER CITY ATTORNEY'S REVIEW

5) Approval of Minutes- Special Meeting of April 27, 2021

**PUBLIC COMMENT**

No public comments.

MOTION BY COMMISSIONER LAW, SECOND BY COMMISSIONER HAMMOND, MOTION CARRIED 6-0, TO APPROVE SPECIAL MINUTES

6) Approval of Minutes- Meeting of April 27, 2021

**PUBLIC COMMENT**

No public comments.

MOTION BY COMMISSIONER SIEGEL, SECOND BY COMMISSIONER BORTZ, MOTION CARRIED 6-0, TO APPROVE MINUTES

**COMMUNICATIONS:**

7) City Council Liaison Communications

Mayor Pro Tem M. Cacciotti shared updates on AQMD's decision to transition to cleaner fuels for diesel trucks from warehouses and talked about the innovative battery technologies that use recycled, repurposed, lithium ion batteries to power lawn mowers.

8) Commissioner Communications

Commissioner Law had no comments. Commissioner Kelly had no comments. Commissioner Siegel had no comments. Commissioner Bortz had no comments. Commissioner Hammond had no comments. Chair Jones shared her disappointment with the South Pasadena Unified School District's decision to remove several healthy trees from their new property.

9) Staff Liaison Communications

Kasparian walked through how to sign up for Connect South Pasadena, a mass notification system for City emergencies, and encouraged all to sign up. Kasparian let the commission know that bike racks were re-installed in the City Hall courtyard. Crawford updated the commission on the status of the tree code update.

10) Upcoming Events

- FREE Household Hazardous and E-Waste Collection Event – May 29 (San Gabriel)
- LA County Smart Gardening Webinars – Various dates  
(<https://www.ladpw.org/epd/sg/webinars.cfm>)
- MWD Turf Removal + CA Native Landscape Webinars – Various dates  
(<https://greengardensgroup.com/turf-transformation>)

**ADJOURNMENT:**

Chair Amy Jones adjourned the meeting at 8:27p.m.

I HEREBY CERTIFY that the foregoing minutes were adopted by the Natural Resources and Environmental Commission of the City of South Pasadena at a meeting held on June 22, 2021.

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Amy Jones, Chair

## **ITEM 8**

### Upcoming Events





CITY OF SOUTH PASADENA PRESENTS

# TRANSITIONING TO ELECTRIC LANDSCAPING EQUIPMENT

LEARN ABOUT THE  
NOISE AND AIR  
POLLUTION ISSUES  
WITH GAS-POWERED  
EQUIPMENT AND  
THE RESOURCES  
AVAILABLE TO HELP  
YOU TRANSITION TO  
ELECTRIC



**FREE WEBINAR!**

**WEDNESDAY,  
JUNE 23 AT 7:00 PM**

**ZOOM LINK:**

**[HTTPS://ZOOM.US/J/95026021937](https://zoom.us/j/95026021937)**



FOR MORE INFORMATION, EMAIL  
[ENVIRONMENTALPROGRAMS@SOUTHPASADENACA.GOV](mailto:ENVIRONMENTALPROGRAMS@SOUTHPASADENACA.GOV)



# *Plant Swap!*

For its Annual Meeting, SPB hosts:

A Bring One/Take One Plant Swap

Saturday, June 26th 10 AM-12 PM  
South Pasadena Library Park  
1115 El Centro Street

Bring plants and plant clippings from your yard and take some back!

Stop by the SPB table to learn about our board of directors, current projects, and SPB's fiscal year in review.

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Also on the 26th:

*Toy Swap* hosted by community volunteers. Bring a gently-used toy to swap for another. 10 AM-12 PM next to the Plant Swap.

*Dollar Book Sale* hosted by Friends of the Library. Everything is \$1 or less! 10 AM-3 PM inside the Community Room.

# CELEBRATE NATIONAL POLLINATOR WEEK!



National Pollinator Week is a time to celebrate pollinators and spread the word about what you can do to protect them.

Thirteen years ago the U.S. Senate's unanimous approval and designation of a week in June as "National Pollinator Week" marked a necessary step toward addressing the urgent issue of declining pollinator populations. Pollinator Week has now grown into an international celebration of the valuable ecosystem services provided by bees, birds, butterflies, bats and beetles.

Pollinators positively affect all our lives, supporting wildlife, healthy watershed and more - let's SAVE and CELEBRATE them!

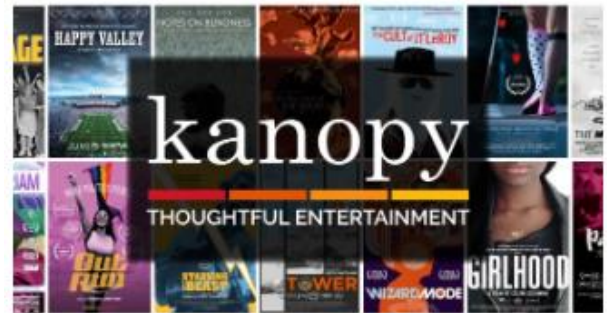
## WATCH: THE POLLINATORS!

Learn more by streaming the documentary [The Pollinators](#) on Kanopy, a film streaming service provided for FREE with your South Pasadena Public Library card!

Simply visit [www.southpasadenaca.gov/kanopy](http://www.southpasadenaca.gov/kanopy) and create a free account with your library card number, an email address, and name.

Don't have a library card? No problem! Visit [www.southpasadenaca.gov/library](http://www.southpasadenaca.gov/library) or call (626) 403-7340 to find out how to apply for a library card online or in-person.

Please note that older library cards with a "PSPA" prefix will not work with Kanopy. Visit the Library to get a new card for free, or email [library@southpasadenaca.gov](mailto:library@southpasadenaca.gov) for library card assistance.



*The Pollinators* is a cinematic journey around the United States following migratory beekeepers and their truckloads of honey bees as they pollinate the flowers that become the fruits, nuts and vegetables we all eat. The many challenges the beekeepers and their bees face en route reveal flaws to our simplified chemically dependent agriculture system. We talk to farmers, scientists, chefs and academics along the way to give a broad perspective about the threats to honey bees, what it means to our food security and how we can improve it.