



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

Tuesday, November 28, 2017 7:00 p.m.

AMEDEE O. "DICK" RICHARDS, JR. COUNCIL CHAMBERS  
1424 Mission Street, South Pasadena, CA 91030

Commissioners: Al Benzoni, Kay Findley, William Kelly, Stephen Leider,  
Noah Puni, Daniel Snowden-Ifft and Nancy Wilms  
City Council Liaison: Council Member Richard D Schneider, MD  
Staff Liaison: Jennifer Shimmin

Roll Call

Approval of Minutes from Regular Meeting: September 26, 2017 and October 30, 2017.

**PUBLIC COMMENTS AND SUGGESTIONS**

Time reserved for those in attendance who wish to address the Commission. All attendees should be aware that the Commission may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda. Note: public input will also be taken during all agenda items.

**BUSINESS ITEMS**

- 1) **Tree Canopy Community Meeting (Kelly)** – Review the proposed community meeting discussion draft.
- 2) **Tree Removal Hearing (Shimmin)** – Consider a tree removal permit for 116 Monterey Road.
- 3) **Grey Water Ordinance (Benzoni)** – Consider finalized language regarding a grey water ordinance and make a recommendation for City Council approval.
- 4) **Water Conservation Programs and Drought Update (Shimmin)** - City had a total water use reduction of 16% for October 2017 versus the same month in 2013. Discuss possible changes to the City’s water conservation ordinance.
- 5) **December Meeting Date** – Consider cancelling or rescheduling the December meeting.

**INFORMATION ONLY (No Discussion Required) (15 minutes)**

- 6) **Urban Forest Update (Shimmin)**
- 7) **Upcoming Events** – Farmer’s Market Tree Lighting: November 30<sup>th</sup>; Used Oil and Used Oil Filter Recycling Event in Alhambra – December 2<sup>nd</sup>

- CHAIR COMMUNICATIONS**
- COMMISSIONER COMMUNICATIONS**
- STAFF LIAISON COMMUNICATIONS**
- COUNCIL LIAISON COMMUNICATIONS**

**ADJOURNMENT** – Next Regular Meeting – December 26, 2017

STATE OF CALIFORNIA     )  
CITY OF SOUTH PASADENA     )  
COUNTY OF LOS ANGELES     )

I declare under penalty of perjury, that I am an employee of the City of South Pasadena, and that I posted this Agenda on the bulletin board in the courtyard of the City Hall at 1414 Mission Street, South Pasadena on 11-21-17, as required by Law.

Date: November 21, 2017     Signature: \_\_\_\_\_

**CITY OF SOUTH PASADENA  
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION  
MINUTES – September 26, 2017**

**Roll Call** – The meeting called to order at 7:00 p.m. Present were Commissioners: Chair William Kelly, Vice-Chair Al Benzoni, Kay Findley, Stephen Leider, Daniel Snowden-Ifft, and Nancy Wilms (arrived 8:02pm). Also present were Council Liaison Dr. Schneider, and Staff Liaison Jenna Shimmin.

**Minutes** – Minutes for August 30, 2017 were approved with no corrections (Findley, Leider; Ayes: All, Nays: 0).

**PUBLIC COMMENTS** – None.

**BUSINESS ITEMS**

1. **Tree Removal Permit Hearing: 1446 Oak Crest Avenue** – Staff provided a brief recap regarding this request from Karineh Minassian, the owner of 1446 Oak Crest Avenue, to remove a Canary Island Pine, that she stated was damaging the property. Staff also explained that Commissioner Wilms was absent during this hearing as she had recused herself from the procedures due to her living in close proximity to this property.

Chair Kelly requested a review of the planned construction plans that were submitted to the planning department regarding this property after the initial hearing before the NREC in August. The applicant handed out a packet to the commissioners that included a letter from a second arborist, a close up of the plans, and pictures of the property.

Commissioner Benzoni stated that the original arborist report states the tree is healthy, balanced and symmetrical. He asked for clarification of the location of the tree described in the arborist's report dated 6-17-2017, as it is difficult to tell how far from the house the report states the tree is located. Commissioner Snowden-Ifft asked what is meant by the northeast corner.

- The applicant had the arborist from McKinley & Associates (William McKinley) respond, and it was determined that northeast is not the correct directional indicator. The arborist showed the commission the correct corner on the plans.

Commissioner Benzoni then asked if the International Society of Arboriculture (ISA) standard is three times the diameter, why the most recent arborist's report states that root trimming cannot be done.

- Mr. McKinley responded that the roots are damaging more than one area of the home, the garage area and the living quarters. He further explained that even if the roots were not directly against a structure/foundation their growth nearby would displace soil, which would push against the nearest thing, which is the house in this case.
- The applicant presented a photo on her phone of a crack under the stairs that run outside of the living area, not far from the tree in question.

Commissioner Snowden-Ifft asked for clarification regarding how the applicant knows the tree roots are causing the damage to these three areas of the home, in the garage foundation, under the stairs and under the living area, when it is not apparent from any of the photos provided.

- The applicant had a second arborist, Peter Harnisch, respond, and he advised the commission that even if this tree were not causing the damage currently, its roots would inevitably cause the same damage.

Commissioner Benzoni stated that there appears to be another pine in front of the house that is just as close to the property as the tree in question. He asked the applicant why she does not feel this is a threat to the property in the same respect.

- The applicant responded that the arborist assessed that tree as well and stated it was not a threat.

Commissioner Benzoni asked the applicant if there is a tree replacement plan available.

- The applicant responded that she did have one where she will be planting three 24" box trees. She also advised the commission that she obtained a quote to remove the pine, but was unable to obtain a quote to root trim the tree and replace the concrete. She stated that of the companies she contacted they told her either they would not take on the project, or did not contact her back at all.

Chair Kelly made a motion to approve the tree removal with no second.

Commissioner Benzoni stated that because of the other tree on the property that is in close proximity to the structure, and other similar trees in the neighborhood that are similarly located on their properties, he doesn't see any backing for the imminent harm claim being used as ground to remove this tree.

Commissioner Snowden-Ifft stated that to him the issue lies with whether or not the roots of this tree are causing the damage to the property. The engineer's report states that there are cracks on the property, and there is a pine tree present, but he does not see where it specifically says that the pine tree is causing the damage.

- The applicant explained that at the start of the report it states that the purpose for being at the property is to assess the effects of the pine tree on the property.

Commissioner Leider made a motion to deny the request due to a lack of evidence to support the applicant's claim that there is imminent harm to her property being caused by the Canary Island Pine in question, with Commissioner Findley seconding the motion.

Roll call vote: Findley – Yes, Benzoni – Yes, Snowden-Ifft – Yes, Puni – Yes, Leider – Yes, Kelly – Yes (Commissioner Wilms was recused at the time of the vote)

2. **Tree Ordinance** – Commissioner Findley suggested that the commission go through the document and review the comments and markups in order.

- It was decided that ISA would be spelled out as International Association of Arboriculture every use.
- 34.5(a) to add language that trees less than 4" in diameter do not need to be on the tree replacement plan.
- 34.7(a)(1) the commission is okay with the words "imminent" and "feasible".
- 34.7(a)(2) to add the following language "The presence of proposed development plans does not constitute an unreasonable hardship on their own".
- On construction related removals, there is a one 24" box for 6" of diameter replacement requirement for non-native trees and two 24" box for 6" of diameter replacement requirement for native trees, versus the current code language of every 10".
  - o Staff will need to determine a threshold of what constitutes "construction", as the intent is to capture major development and not small residential construction.
- There was discussion on whether to include language that requires residents to water trees on the parkway and penalize those who do not. Chair Kelly mentioned that it would be a good idea to work into the rates a way to incentivize residents to water trees, and to find a way to fund tree maintenance through a fee similar to the Water Efficiency Fee. The commission discussed the potential penalties for not watering trees, and whether the city should require the watering with or without a penalty. It was decided to hold off on adding any language of this nature at this time in lieu of future alternatives.

A motion was made to approve the edits to Chapter 34 Tree Ordinance and recommend that council adopt them as an update to the city's municipal code (Snowden-Ifft, Puni; Ayes: All, Nays: None).

3. **Tree Removal Hearing Discussion** – Commissioner Findley stated that in the past, the NREC did not approve any tree removal requests, and she is concerned with how and why requests are being approved now. She is also concerned that the Public Works Director has too much approval authority, and wanted to see how the rest of the commission felt. The commission reached a consensus that going forward there would be more consistency and standards thanks to the revisions to Chapter 34 that were approved earlier tonight.
4. **Trees & Climate Change** – Chair Kelly advised the commission that he has spent the last few months investigating the affect climate change is having on our trees. He has interviewed scientists and came across a study on climate ready trees in urban areas of Southern California. The City's list of approved trees only has two of the trees recommended by this study, with 10 additional trees that are missing.

To summarize the study, he stated that trees planted 100 years ago may not be appropriate for 100 years from now. Because of this, we need to consider climate change projections, plus the urban heat island effect with planting new trees. He is purposing the city hold a "tree summit" of sorts to engage the community on the impacts of climate change on our tree canopy. It also mentioned that some sort of carbon sequestration fee, used to offset the emissions from pumping water, could potentially fund maintaining our tree canopy.

Chair Kelly also suggested that it would be a good idea to update the City's approved tree list in order to eliminate species that are specifically susceptible to pests. Chair Kelly explained that Dr. Turney, a South Pasadena resident and expert on the subject matter currently working for Los Angeles County, stated that there are 49 species of trees susceptible to the shot hole bore beetle. Dr. Turney recommends not planting trees such as Western Sycamores, Olives, and Liquid Ambers in order to prevent the spread of this pest.

Chair Kelly made a motion to direct Public Works to work with West Coast Arborist to remove pest prone trees from the City's drought tolerant/native tree list that the city and the public utilizes, and to add the recommended climate ready trees (Kelly, Leider; Ayes: All, Nays: None).

5. **Water Conservation Programs and Drought Update** – Jenna Shimmin updated the commission that there was a 21% reduction in water use for August 2017 versus 2013 usage.
6. **October Meeting Date Change** – A motion was approved to cancel the regular meeting scheduled for October 24<sup>th</sup> and hold a special meeting October 30<sup>th</sup> (Benzoni, Kelly; Ayes: All, Nays: None).

#### **INFORMATION ONLY**

7. **Urban Forest Update** – Staff explained that because Public Works is still updating the landscape maintenance RFP and tree maintenance RFP tree trimming activity is limited to emergency trimming. Public Works staff are also planning fall tree plantings.
8. **AB 1530** – A copy of the new law was passed out as an informational item.
9. **Upcoming Events** – Water and Sewer Rate Community Meeting – September 28<sup>th</sup>; Our Resilient Community General Plan Update Community Meeting – October 10<sup>th</sup>; Dumpster Day – October 14<sup>th</sup>; Upper District Waterfest – October 14<sup>th</sup>; Garfield Reservoir Open House – October 21<sup>st</sup>

**Chair Communications** – Chair Kelly advised the commission that he spoke with the chair of the Design Review Board and the Planning Department regarding 629 Alta Vista Circle. He learned that per the zoning code because of the location of the street to the garage the driveway had to be arranged in such a way that the trees in question would be in its path. There is no alternative design and so the trees will have to be removed.

#### **Commission Communications –**

Commissioner Benzoni – Stated he was glad to see trees and climate change item on the agenda because the heat island effect is a real and ongoing issue with roofs and construction.

Commissioner Findley – Mentioned a LA Time article regarding palm trees dying in mass throughout Los Angeles, thus changing the skyline of the area.

Commissioner Wilms – Requested that staff provide the commission updates on the progress of the Chapter 34, Tree Ordinance update. She also advised the commission that she attended her first Golf Course Subcommittee meeting where they mainly discussed finances, not any environmentally related issues.

**Staff Liaison Communications** – Advised commission that the Senior Planner, John Mayer, was no longer with the city, which may cause a slight slowdown with the speed building plans are processed.

**Council Liaison Communications** – None at this time.

**Adjournment** – Commissioner Leider motioned to adjourn the meeting at 9:34 p.m., Commissioner Benzoni seconded. Ayes: All, Nays: None.

**NEXT MEETING** – The next meeting of the Natural Resources and Environmental Commission will be held on October 30, 2017 at 7:00 p.m.

---

William Kelly, Chair

**CITY OF SOUTH PASADENA  
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION  
MINUTES – October 30, 2017**

**Roll Call** – The meeting called to order at 7:03 p.m. Present were Commissioners: Chair William Kelly, Vice-Chair Al Benzoni, Kay Findley, and Nancy Wilms. Absent were Commissioners: Steven Leider, Noah Puni, and Daniel Snowden-Ifft. Also present were Council Liaison Dr. Schneider, and Staff Liaison Jenna Shimmin.

**Minutes** – Minutes for September 26, 2017 were tabled until the next meeting so that staff could make suggested edits and resubmit for commission approval.

**PUBLIC COMMENTS** – Karineh Minassian spoke regarding the September 26<sup>th</sup> minutes, specifically the tree removal hearing for 1446 Oak Crest Avenue. Ms. Minassian submitted her recount of the hearing, and commented on changes she would like to see made to the minutes. A copy of her submission has been added to the record of the meeting.

**BUSINESS ITEMS**

1. **Graywater Ordinance** – Commissioner Benzoni reviewed his comments to the draft language. He began by explaining there is a need to expand on the three-way diverter valve language, specifically that “accessibility” to the valve needs to be defined, and that the ordinance should encourage exterior wall installation, not interior, for grading issues. He also questioned whether the City’s ordinance wants to require bathroom sinks, even if the Health Department allows them. He is concerned about the amount of usable water that would come from these devices. He also asked if the Department of Public Health will be required to inspect the stub-out or not, and whether this information be included on the application or not. He expressed concern with the word “receive” in regards to the devices, as they inherently would generate or discharge. He also advised that it would be beneficial to include some language regarding a requirement to screen any pump systems and/or holding tanks from public view, the installation would be for installed above ground systems and in anticipation of the installation of said system. He advised staff to check the California code for holding tank requirements. In regards to including major remodels, he feels that there are more of these than new builds, and so we should find a way to include them in the ordinance. We would need to find a definition that includes when a property is taken down to the studs, or could possibly state that it is recommended for plumbing upgrades and/or major remodels, but not required. Commissioner Benzoni concluded by asking if there should be language included regarding the use of proper materials.

Staff advised that they would discuss again with Craig Melicher, and would look into whether there is a governing body to reference in regards to the word “permitted”. Staff also advised that in regards to the holding tank screening she would check to see if the City currently has any language regarding this, and if not she would include language to the effect of “to shield from public view

inorganic material would need to be to the height of the tank, and organic material would need to be at the height of the tank at full maturity”.

2. **Solar Building Ordinance** – Chair Kelly stated that a growing number of cities have a solar ordinance and he feels that South Pasadena should as well. He provided sample language from the City of Sebastopol’s ordinance, which was one of the early adopters. He is recommending tabling this item, for the time being, because the State is currently working on updating the building code so that all new construction would require solar by 2020. He believes that by the time the City would work out a finalized draft and get it adopted the State would have their own language that we would need to comply with.

Commissioner Benzoni asked what kind of properties this would apply to, and Chair Kelly responded that it would apply to all new residential and commercial construction.

There was some discussion about whether to adopt language that would require major remodels/rebuilds to install solar. Commissioner Wilms mentioned that she liked the 75% trigger Sebastopol has for residential properties. There was also discussion over whether systems over 1200 square feet would require a building permit. Chair Kelly advised the commission he would look into this further and work on some possible language.

3. **Tree Canopy Community Meeting** – Chair Kelly stated that in light of the LLMD increase failing, and with the information he presented last month on the climate change study, he feels it would be beneficial to have a community meeting regarding maintaining and replenishing South Pasadena’s tree canopy. The meeting would be held in coordination with South Pasadena Beautiful during late winter or early spring. The plan is to hold sessions on what other cities have done to grow and maintain their tree canopy, and how they have funded the efforts. This could include the 2400 Trees Campaign in Woodland, CA, California ReLeaf, and the City of Anaheim’s shade tree program. There would also be discussion possible funding sources such as water rates, and CalFire’s urban forest management grant program.

Chair Kelly asked the commission to start thinking of who would be willing to volunteer possibly as a subcommittee to set this event up. Commissioner Wilms suggested discussing this at a future meeting when the full commission is present.

Staff advised the commission of South Pasadena Beautiful’s annual tree drive and how it could be a potential way to advertise for the meeting. She also advised the commission she would invite South Pasadena Beautiful representatives to the next meeting.

4. **Tree Ordinance** – It was suggested that the commission go through the document and review the comments and markups in order.
  - Under “Sections” it was recommended that 34.7 match the title language in the body of the ordinance.
  - 34.7(a)(2) change to “does” and “its”.
  - 34.7(a)(4) need to review legal backing with city attorney.



- 34.7-5 the language should reflect that there is a one 24" box tree replacement requirement for non-native trees and a two 24" box tree replacement requirement for native trees when it comes to construction related removals.
- 34.8(a)(1) need to add the words "the purpose of".
- 34.11 had a grammatical error.

A motion was made to approve the edits to Chapter 34 Tree Ordinance and recommend that council adopt them as an update to the city's municipal code (Findley, Benzoni; Ayes: All, Nays: None).

5. **Water Conservation Programs and Drought Update** – Jenna Shimmin updated the commission that there was a 21% reduction in water use for September 2017 versus 2013 usage.

**INFORMATION ONLY**

6. **Urban Forest Update** – Staff explained that Public Works is still working on a tree maintenance RFP. No other updates at this time.
7. **Upcoming Events** – General Plan Update Meeting - November 8th; Too Toxic to Trash HHW and E-Waste Event Monterey Park - November 18th

**Chair Communications** – None at this time.

**Commission Communications** –

Commissioner Findley – Advised the commission about an article in the South Pasadena Review on the NREC annual report, and a letter to the editor from Kim Hughes regarding the water and sewer rate increase. She also advised the commission that the Stables Subcommittee have finished their work on the RFP and the Community Services Director will be taking a recommendation to the City Council to negotiate with San Pascual Stables, LLC.

**Staff Liaison Communications** – Advised commission that the Senior Planner, John Mayer, was no longer with the city, which may cause a slight slowdown with the speed building plans are processed.

**Council Liaison Communications** – Dr. Schneider advised the commission that the city manager, Public Works staff, and Planning staff are working on updated the plan review process so that the NREC and Cultural Heritage Committee are not the last to review plans any longer.

**Adjournment** – Commissioner Benzoni motioned to adjourn the meeting at 8:47 p.m., Commissioner Wilms seconded. Ayes: All, Nays: None.

**NEXT MEETING** – The next meeting of the Natural Resources and Environmental Commission will be held on November 28, 2017 at 7:00 p.m.

---

William Kelly, Chair

*Item No. 1*

**DISCUSSION DRAFT**  
**South Pasadena Community Meeting**  
**Maintaining City's Tree City Status in the Age of Climate Change**  
**Co-sponsored by the City of South Pasadena Natural Resources Commission**  
**&**  
**South Pasadena Beautiful**  
(9 a.m. – 12:00 p.m.)

**Need for Meeting:**

- The city has some 1,500 spaces for trees on public parkways and property.
- The city general fund has been used to pay for tree maintenance and planting.
- The city faces potential deficits in coming years.
- The voters turned down a parcel tax increase late last year to better fund tree maintenance and replacement and to relieve the city's general fund.
- The city's canopy is aging and trees face the end of their expected lifetimes.
- Drought has weakened trees.
- Pests have become endemic, such as boring beetles.
- The number of hot days is increasing due to global warming, which dries out the soil and requires more watering.
- Water rates are being increased again to rebuild the water system, making it increasingly expensive to water landscaping and trees.
- Conversion to drought-tolerant landscapes is reducing application of water, potentially at the expense of trees on parkways particularly.
- Despite heavy rain last winter, the San Gabriel Valley Aquifer, from which the city pumps most of its water, is at a near record low level. Over-drafting adds to the expense of water.

**Proposed Outcome**

- Educate the public about the challenges to and benefits of the city's canopy.
- Strategize on how to increase resources to replant and maintain the city's canopy through volunteer efforts, new funding mechanisms, and resident participation.
- Create a consensus on the need to preserve the canopy and take steps to replenish it.
- Educate city residents on how to care for their own trees and public trees along the parkway.

**Proposed Program**

- Welcome & Purpose of the Meeting (15 minutes)
- Scientific Panel Discussing Benefits & Threats to Trees (1 hour)
- Panel on How Other Cities Handle Public Tree Maintenance & Planting (45 minutes)
- Discussion of Community Ideas (maybe at individual tables) (30 minutes)
- Summary of Ideas from Meeting (15 minutes)

**Handouts:**

- Tree Maintenance & Watering Techniques
- Fact Sheet on City's Canopy
- Other

**Proposed Time & Place for Meeting**

- Early spring on a Saturday at the Library Community Room

**City of South Pasadena**

# Memo

**Date:** November 21, 2017  
**To:** Natural Resources and Environmental Commission  
**From:** Leonna Dewitt, Public Works Assistant  
**Subject:** Tree Removal Application – 116 Monterey Road

---

On October 16, 2017, Tammy Membreno-Aquino submitted a tree removal application to remove three (3) Eucalyptus trees from the property located at 116 Monterey Road.

The City Arborist recommended the removal of the trees due to falling branches, horizontal cracking with sap seepage, unbalanced crown and high risk of failure.

The applicant is willing to provide replacements trees subject to Chapter 34 of the South Pasadena Municipal Code.

On November 14, 2017, the Public Works Director received an email from Jose Costas, the neighbor located at 100 Monterey Road, contesting the removal of the trees.

Staff is in support of the removal of the trees due to the high risk of failure and potential liability.



**City of South Pasadena  
Public Works Department  
Engineering Division**

CITY OF SOUTH PASADENA  
RECEIVED

7.30

1414 Mission Street, South Pasadena, CA 91030 (626) 403-7240 16 2017

**Private Property Tree Removal/Replacement Permit Application** PUBLIC WORKS DEPT.

Permit Fee: \$110.00

Inspection Fee: \$140.00

PERMIT # 22/57 *cut*

JOB SITE: 116 MONTEREY ROAD

PROPERTY OWNER'S NAME TAMMY MEMBRENO-AQUINO

ADDRESS: 116 MONTEREY ROAD PHONE: 323-256-6566

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**

1. TYPE OF TREE: Eucalyptus SIZE OF TREE: app 2-3' feet round

LOCATION: side of house

LIST OF REASONS FOR REQUESTING THIS TREE REMOVAL: cracking; falling of large branches

2. TYPE OF TREE: Eucalyptus SIZE OF TREE: app 2-3 feet round

LOCATION: side of house

LIST OF REASONS FOR REQUESTING THIS TREE REMOVAL: cracking, falling of large branches

3. TYPE OF TREE: Eucalyptus SIZE OF TREE: 3-4 feet round

LOCATION: back yard

LIST OF REASONS FOR REQUESTING THIS TREE REMOVAL: leaning on wall; cracking wall; large branches, falling

116 Monterey Road

**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 a property owners. 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) plating in the parkway, root will 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/variety of the approved tree(s) for removal. The replacement tree(s) must be a minimum of 24" box size 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 Friday 7:00a.m. – 3:00p.m.
- 6) A 100 foot radius map and mailing labels shall be required to provide public notice of the tree removal. Residents within 100 foot radius of the property shall be given 15 days to comment on the tree removal prior to issuance of the permit.

APPLICANTS SIGNATURE: [Signature] DATE: 10/16/2017

**CITY USE ONLY**

1)  APPROVED OR DENIED TYPE OF TREE: SILVER DOLLAR GUM  
 SIZE OF TREE: 24" REPLACEMENT TREE SIZE: 24" QTY: 3 DUE DATE: 2/3/19  
 COMMENTS: LEANING, HORIZONTAL CRACKING WITH SAP SEEPAGE; UNBALANCED CROWN; RISK OF BRANCH + STEM FAILURE  
 INSPECTED BY: A. Myjia ISA WETS 2355-A DATE: OCT 19, 2017

2)  APPROVED OR DENIED TYPE OF TREE: SILVER DOLLAR GUM  
 SIZE OF TREE: 19" REPLACEMENT TREE SIZE: 24" QTY: 2 DUE DATE: 2/3/18  
 COMMENTS: LEANING OVER ADJACENT DRIVEWAY; WEAK BRANCHING, HIGH RISK OF FAILURE & IMPACT WITH TARGETS, POOR HEALTH.  
 INSPECTED BY: A. Myjia ISA WETS 2355-A DATE: OCT 19, 2017

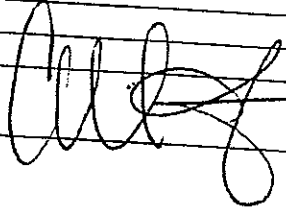
3)  APPROVED OR DENIED TYPE OF TREE: SILVER DOLLAR GUM  
 SIZE OF TREE: 20" REPLACEMENT TREE SIZE: 24" QTY: 2 DUE DATE: 2/3/18  
 COMMENTS: DECLINING HEALTH, LEAN OVER ADJACENT PROPERTY, RISK OF FAILURE  
 INSPECTED BY: A. Myjia WETS 2355-A DATE: OCT. 19, 2017

[Handwritten mark]

**CITY OF SOUTH PASADENA**  
 Public Works Department  
 1414 Mission Street- South Pasadena, CA 91030, (626) 403 7240

Job Address 116 Montekney Road PERMIT No. 22157  
 Date 11/3/17  
 Contractor TBD Ph.(#) \_\_\_\_\_  
 Address \_\_\_\_\_  
 Owner Tammy - Membreno-Aguino Ph.(#) 3256-6566  
 Address 116 Montekney Road

		Amount (\$)	
50.01	CONCRETE- SIDEWALK/ DWY/PKWY		
50.05	CURB & GUTTER		
50.07	CURB CORING		
50.09	PAVEMENT- STREET & ALLEY		
52.01	EXCAVATION		
52.06	SEWER CONNECTION/ INSPECTION		
52.18	FATS, OILS & GREASE WASTEWATER DISCHARGE		
55.011	SIDEWALK DINING/ INSPECTION		
57.01	ENCROACHMENT		
57.06	ENCROACHMENT- SO. WEST HILLS		
57.07	HOUSE NUMBER CHANGE		
58.01	TREE REMOVAL/ REPLACEMENT		
58.02	TREE TRIMMING	110	—
59.01	HOUSE MOVING- THROUGH CITY		
59.02	HOUSE MOVING- WITHIN CITY		
59.03	OVERSIZE/ OVERLOAD		
59.05	NEWSRACKS ANNUAL PERMIT/ INSPECTION		
59.06	BLOCK PARTY		
215-	5501-012- DEDICATION TREES		
	INSPECTION		
	DEPOSIT		
	OTHERS		

APPROVED BY  TOTAL 110

**Leaonna Dewitt**

---

**From:** Paul Toor  
**Sent:** Tuesday, November 14, 2017 11:37 AM  
**To:** Kristine Courdy; Leaonna Dewitt  
**Subject:** Fwd: 116 Monterey Rd. tree removal

Sent from my iPhone

Begin forwarded message:

**From:** JOSE COSTAS <[joco58@sbcglobal.net](mailto:joco58@sbcglobal.net)>  
**Date:** November 14, 2017 at 8:51:25 AM PST  
**To:** [ptoor@southpasadenaca.gov](mailto:ptoor@southpasadenaca.gov)  
**Subject:** 116 Monterey Rd. tree removal

Dear Mr. Paul Toor,

My name is Jose Costas and I live on 100 Monterey Rd. in South Pasadena right next to 116 Monterey Rd. I was notified by my neighbor that your department had granted her permission to remove three mature eucalyptus trees that offer shade and add value to my property. Ninety percent of the tree trunks and branches are on my side of the property line. **I don't want these beautiful trees to be removed. These trees have beautified the neighborhood and my property for at least fifty or sixty years.**

**My neighbor has schedule the removal of the trees for this Friday, November 17.**

**I'm requesting that you IMMEDIATELY cancel the permission of removal of the eucalyptus trees that you granted 116 Monterey Rd. before is too late.**

Thank you for your prompt response to my request.

With much appreciation,

Jose Costas  
100 Monterey Rd  
South Pasadena, CA 91030  
323 868-0320



www.RocksTreeAndHillside.com

Rock MacKenzie, owner  
644 North Orchard Drive  
Burbank, CA 91506  
818-845-9190  
626-844-9198  
FAX: 818-842-9712  
CONTRACTOR'S LICENSE  
#648824



CERTIFIED ARBORIST  
#11731

Bid  
Date: 13 Nov 07  
Date of  
Contract \_\_\_\_\_  
Date Job  
Completed \_\_\_\_\_  
BKT GDR WKR CRN

2818

PROPOSAL

RC To: JOSE COSTA 823-868-0320 Business #: \_\_\_\_\_  
Mailing/Billing Address \_\_\_\_\_ FAX #: \_\_\_\_\_  
Job Site 100 MONTEREY RD SOPAS Home #: \_\_\_\_\_  
MAP \_\_\_\_\_

Rock's Tree & Hillside Service, Inc. proposes to furnish all tools, equipment, materials and transport and perform all labor necessary to complete the following: 116 & 100 MONTEREY RD. SOPAS S. TO NORTH

1. <u>FLOWER</u> JOINT OWNED EUCALYPTUS TREES LEANING WEST OVER 100 MONTEREY. TREES CAN BE PRUNED HEAVILY TO REDUCE TRUNK LEAN. REMOVE LARGER LIMBS OVER 100 - HEAVY TERMINAL END WEIGHT REDUCTION THROUGHOUT - CLEAN & REDUCE CROWNS. REMOVE SEVERAL LARGE LIMBS TO TRUNK TO REDUCE RISK & STRAIGHTEN MAIN TRUNKS. REMOVE DAMAGED HEAVY WEST BOUND LOAD BEARING SECTIONS	\$1250 850 950
2. HEAVY PRUNING & CORRECTIVE PRUNING BY BACK HOUSE	2200
3. PRUNING, SHADE (4) FRONT ORANGE MYRTLE.	600
4. MOON ORANGE ORNAMENTAL PRUNING	250
5. <u>ORANGE</u> WOOD (MULTI STEM) PRUNING, REDUCING & CLEAN CROWNS, THIN FOR LIGHT & WORK RESTRUCTURE	250
6. PRUNING TURBANTILUS, CLEAN PRUNING CROWN, THIN, CAUTION: LENS OVER CABLES	450

<b>CLEAN WORKSITE(S) &amp; HAUL AWAY CUTTINGS/GREEN WASTE</b>	Subtotal	
LICENSES: Contractors # 648824 verification: 1-(800)-321-2752	Rentals	-
LIABILITY INSURANCE: Marquis Insurance Agency: 1-(800)-272-6771	Material costs	-
WORKMAN'S COMPENSATION INSURANCE: State Comp #229-0017740	Hauling fees	-
	Dump fees	300

TOTAL COST PEROWSTON

Unless specified to the contrary in writing, signed by all parties hereto, all work to be performed under this proposal/contract shall be performed in accord with the standards specified by the *International Society of Arboriculture, Certified Arborist Guide*. Any changes or additions to the work to be performed under this proposal/contract or to any terms or conditions hereof must be specified in writing and signed by both parties. Owner acknowledges that any changes or additions to the work to be performed under this proposal/contract will result in an adjustment of the proposed/contracted contract price. Owner warrants that Owner owns the trees which Owner retained Contractor (Rock's Tree & Hillside Service, Inc.) to care for. If any claim is made or legal action filed against Contractor because Owner did not own a tree, Owner shall defend, hold harmless, and indemnify Contractor for all damages, including settlement payments, attorney fees, and costs, sustained by Contractor. If any legal action or proceeding is required to enforce or to resolve any dispute arising out of this agreement, the prevailing party shall be entitled to recover from the other party its reasonable attorneys' fees in addition to its costs incurred therein. ✓ Owner should be advised that the work to be done may be impracticable or impossible to complete without some damage to adjacent landscape, walkways, driveways, curbs and, where disclosed by the Owner, underground water or drainage pipes. Whenever possible, Contractor will take steps to avoid or to minimize such damage, but the responsibility for repair of such damage will remain with the owner. **We do NOT fix pipes, electrical, etc. If plants, gates, fences, etc., have to be dismantled for access in order to do the job, we do not repair or replace.**

1st Payment -65  
& progress payments \_\_\_\_\_  
OR ENTIRE amount to be paid immediately upon completion  
YES

Additional terms and conditions are stated on the other side of this page. Please read before you sign. To accept this proposal and to create a binding contract, this proposal must be signed by the owner and delivered to Contractor together with specified Deposit within \_\_\_\_\_ days of the proposal date indicated hereinabove. If payment not received within 20 days of the final work date, interest may be charged in the amount of 10% per annum from the final work date. Bounced check(s) subject to up to 3x initial payment, service fees etc., according to California Civil Code 1719.

Respectfully submitted by,  
Rock MacKenzie  
THIS BID/PROPOSAL VALID FOR 30 DAYS FROM THE DATE OF BID.

CONTRACT

You are hereby authorized to furnish all tools, equipment, materials, transport and labor required to complete the work mentioned in the above proposal, for which I agree to pay the amount mentioned in said proposal and according to the terms thereof.

OWNER/owner's agent - signature \_\_\_\_\_ print name \_\_\_\_\_ DATE \_\_\_\_\_  
please read the other side



**NREC MEMORANDUM****Date:** November 21, 2017**To:** NREC Commissioners**From:** Jenna Shimmin**RE:** Potential Recommendation for South Pasadena Graywater Ordinance

After input from the commission and further discussion with Craig Melicher, below you will find updated draft language regarding a graywater ordinance. Things to note:

- The section number is just a placeholder that staff believes to be the correct section; this will need to be verified.
- The commission has requested a way to include major remodels in the requirements of this ordinance, and so staff added language from a prior draft. Mr. Melicher feels that it is difficult to measure the percent of reconstruction being done to a property, especially as it relates to plumbing upgrades. If a person were to do major remodels, or possibly add an addition to the property, there is the likelihood that no plumbing would be touched or added, and yet they may trigger the requirements of this ordinance. Additionally he states that there are fewer major remodels than new single-family dwelling builds, and so it is staffs' recommendation to only make this ordinance applicable to new one- and two-family dwellings.
- By stating that all systems must be installed in accordance with current Plumbing Code requirements, this alleviates the language from needing to reference a governing body (which could change, requiring a language change). It would also mean that any requirements as far as materials and markings would need to be met, and it is on the installer to comply. This, again, alleviates any potential SPMC language changes if the Plumbing Code changes.
- In regards to the inclusion of bathroom sinks, Mr. Melicher feels that this is a relatively small issue. In the existing Plumbing Code, there is language that governs what is allowed from the washing machine, with a requirement that the user divert certain materials to the property's sewer line. Staff feels that if a user was concerned about the quality of water coming from their bathroom sinks they could opt to do the same and divert that device's water to the sewer line of the property.
- In regards to the placement of the diverter valve on an exterior wall, Mr. Melicher feels that in the majority of cases where the plumbing fixture is in the interior of the dwelling, the valve will have to be located under the floor very near the fixture. It would be better to recommend the valve be installed on an exterior wall "where feasible".
- In regards to the screening from public view of parts of the system on the exterior of the property, staff believe that section 36.300.070 (E) of the SPMC govern this already, and so no additional language is necessary. Staff will verify with Building and Planning before submission to the City Council.

### 9.5.3 Purpose

*Graywater systems shall be installed in all new one- and two-family dwellings, and it is recommended when major reconstruction (50% or more of the structure is under reconstruction, or additions of  $\geq 50\%$  added square footage) is undertaken for one- or two- family dwellings.*

#### **Exceptions:**

- 1) Graywater systems shall not be required for individual lots that have irrigable field area where the percolation tests or other like methods acceptable to the Planning and Building Director show the adsorption capacity over the available irrigable area is unable to accommodate the average calculated gray water discharge over a 24 hour period.*
- 2) Graywater piping shall not be required from interior residential fixtures where the invert elevation of the graywater piping cannot terminate at least 6 inches above adjacent grade at an exterior wall without the use of a pump.*
- 3) Use of graywater for irrigation of parkways in the public right of way shall be at the sole discretion of the Director of Public Works.*

### 9.5.31 Installation requirements

*Graywater systems shall be installed in full accordance with current Plumbing Code requirements. Graywater systems shall be plumbed from all plumbing fixtures permitted to serve a graywater system to at least one discharge location on a readily accessible exterior wall that is capable of supplying a landscape irrigation system with nonpotable water.*

*Where graywater disposal systems are permitted, three-way diverter valves for future graywater systems shall be installed at a minimum downstream of each plumbing fixture permitted to receive graywater. Three-way diverter valves may serve multiple plumbing fixtures. Location and installation of three-way diverter valves shall specifically provide for the ability to install a partial or complete graywater system at a future date.*

#### **Exceptions:**

- 1) Installation of three-way diverter valves shall not be required under any of the following conditions:
 
  - a. Where the three-way diverter valve is located beneath a slab on grade floor, or similar location, where access is not otherwise required by any code;*
  - b. Where the three-way diverter valve, when installed at the highest feasible elevation, is incapable of discharging graywater at**

*not less than 6 inches above adjacent exterior grade at the nearest feasible point of discharge without the use of a pump.*

*2) Three-way diverter valves shall not be required where the Building Official has determined that the minimum area and percolation requirements of the Plumbing Code in effect cannot be satisfied. To comply with this exception, the applicant shall bear the sole burden for collecting and preparing supporting documentation to be submitted to the Building Official for determination.*

*Discretionary hardscape shall not be installed where such discretionary hardscape is used as a justification for not installing three-way diverter valves.*

*At no time shall access to any three-way diverter valves be obstructed, and minimum working space shall be continuously maintained adjacent to each valve to allow installation of the future system.*

*At no time shall graywater be permitted to flow beyond the defined boundary of the landscape area or across a property line.*