



OPEN MEETING

REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL LANDSCAPE COMMITTEE*

**Thursday, April 4, 2024 at 9:30 a.m.
24351 El Toro Road, Laguna Woods, CA
Board Room and Virtual with Zoom**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings in-person and virtually. To submit comments or questions virtually for committee meetings, please use one of the following options:

1. Join the committee meeting via Zoom by clicking this link:
<https://zoom.us/j/92325659805>
2. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call Meeting to Order
2. Approval of the Agenda
3. Approval of the Meeting Report from March 7, 2024
4. Remarks of the Chair
5. Department Head Update
 - a. Project Log
 - b. Tree Work Status Report
 - c. Gate 11 Delay of Front Yard Designs
 - d. Update on Slope Renovations Schedule
 - e. Inspector Duty List-56 Point Inspection
 - f. Update on Prior to Paint Oversight
 - g. Update Undesirable Tree Removal
 - h. Update on Slope Identification System
6. Member Comments
7. Response to Member Comments
8. Items for Discussion and Consideration
 - a. 3133-A Tree Trimming Request
 - b. 4006-3E Tree Removal Request

- c. 3133-D Tree Removal Request
- d. Slope Renovations Discussion
- e. AB 1572 -Recreational Dog Area
- f. AB 1572-Compliance program Gate 11& 14

9. Items for Future Agendas: *All matters listed under Future Agenda Items are items for a future committee meeting. No action will be taken by the committee on these agenda items at this meeting.*

10. Committee Member Comments

11. Date of Next Meeting: Thursday, May 2, 2024 at 9:30 a.m.

12. Adjournment

*A quorum of the Third Board or more may also be present at the meeting.

Ira Lewis, Chair
Kurt Wiemann, Staff Officer
Megan Feliz, Landscape Administrative Assistant
Telephone: 949-268-2565



OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
LANDSCAPE COMMITTEE**

**Thursday, March 7, 2024 at 9:30 a.m.
BOARD ROOM/VIRTUAL MEETING
Laguna Woods Village Community Center, 24351 El Toro Road**

REPORT

COMMITTEE MEMBERS PRESENT: Chair- Ira Lewis, Brad Rinehart, S.K. Park, Reza Karimi,

COMMITTEE MEMBERS ABSENT: Moon Yun

OTHERS PRESENT: None

ADVISORS PRESENT: None.

STAFF PRESENT: Kurt Wiemann, Megan Feliz

1. Call Meeting to Order

Chair Lewis called the meeting to order at 9:32 a.m.

2. Approval of Agenda

Director Karimi made a motion to approve the agenda. Director Rinehart seconded. The meeting agenda was approved by unanimous consent.

3. Approval of the October 11, 2023 Report

Director Karimi made a motion to approve the meeting report. Chair Lewis seconded. The committee was in unanimous support.

4. Remarks of the Chair

Chair Lewis had no remarks.

5. Department Head Update

Mr. Wiemann updated the committee on the fire inspection that was completed this past week. There were 3 small areas not in compliance, they will be fixed within the next week. Mr. Wiemann acknowledged the amount of rain we have been receiving, and reassured the committee the crews were catching up on duties. He presented the cost analysis of in-house tree trimming vs. Great Scott per Director Park's query at the last meeting.

a. Project Log

Mr. Wiemann discussed the provided Project Log. Directors made comments and asked questions.

b. Tree Work Status Report

None

6. Member Comments

Three comments were made, all regarding Ficus trees in their area.

7. Response to Member Comments

Mr. Wiemann and the committee responded to the comments. The committee directed staff to come back with a list of Ficus trees that are issues from root intrusions on properties or sidewalks for possible removal. Mr. Wiemann said, it will take staff several months to gather the data but will bring the information back to the committee as soon as it is compiled.

8. Items for Discussion and Consideration

a. 3489-B Tree Removal Request

Mr. Wiemann updated the committee on the status of the request. This request was tabled last meeting. The resident has not provided a doctor's note to staff. Mr. Wiemann advised the committee to leave this tabled until spring. This type of tree is dormant, if it does revive by spring, staff will remove the tree.

b. 5415 Tree Removal

The committee discussed the removal and asked questions. Mr. Wiemann let the committee know this tree will be treated for fire blight, and staff will monitor its progress. If the tree does not heal, it will be removed. Director Park agreed and made a motion to deny the request for removal. Director Karimi seconded the motion. The motion passed unanimously.

c. 5206 Alteration Request

The committee discussed the alteration request, which was already completed prior to requesting permission. The resident was present and spoke to the committee. Mr. Wiemann suggested to the resident to fill out a landscape request form for turf

reduction. Chair Lewis agreed with Mr. Wiemann and said the mutual would pay for it to be completed. Mr. Wiemann stated if he does turf reduction then he could keep his gravel, as there will be no mowing of the lawn. Director Park made a motion to table this to give the resident time to apply for turf reduction and if the resident does not apply, the gravel will need to be removed. Director Karimi seconded the motion. The motion passed unanimously.

d. Update on Nuvis Designs

Mr. Wiemann updated the committee on the project. He should have plans in the next week. The committee asked for them to be emailed to them for review and comments when he receives them.

e. Discussion on Advertising Campaign Awareness for Designs

Chair Lewis expressed his desire to promote the turf reductions for Gate 11 and 14 heavily once the designs are complete. Mr. Wiemann stated he is currently working on an article for the breeze regarding AB 1572. He will promote turf reduction in the article.

f. Update on PTP Components

Mr. Wiemann provided an updated the committee on the status. The RFP is out to bid, and will hopefully have the bid results to report at next meeting.

g. Update on Slope Renovations

Mr. Wiemann answered the committee questions. Chair Lewis asked staff to start posting the slope schedule, mulch schedule, renovation slope schedule on the website for member to be able to view. Mr. Wiemann let him know it was already on the website with the 3-week landscape schedule.

h. Discussion of Tree Replacement

Discussion amongst the committee on when to replace trees and how far back to go now that the UFMP is in place. The committee directed staff to start adding their recommendation on a tree planting to their tree removal reports, along with a timeline of when it will be done.

i. Discussion of the Proposed Inspection' Duties

Chair Lewis asked questions on job duties for the new position. Mr. Wiemann answered with the job expectations as the hiring process is still underway. The position will inspect approximately 17 cul-de-sacs a month, with a 15-point check list, broken up into 4 categories. The person will report directly to Mr. Wiemann.

j. Discussion Adding Trim Cycle-Survey

Chair Lewis asked Mr. Wiemann to provide costing per unit and benefits of adding a cycle. Chair Lewis and President Laws are working on a survey to be put together for Third Mutual to distribute and collect data on.

k. Update on Grounds Crews Training

Mr. Wiemann presented a power point presentation to the committee on the training staff has been participating in.

9. Items for Future Agendas

None

10. Committee Member Comments

Chair Lewis asked Mr. Wiemann to have staff look into a ticket for 4017-B. No other comments were made.

11. Date of Next Meeting: Thursday, April 4, 2024, at 9:30 a.m.

12. Adjourned at 11:37 a.m.

Ira Lewis

Ira Lewis (Mar 18, 2024 11:02 PDT)

Ira Lewis, Chair
Kurt Wiemann, Staff Officer
Megan Feliz, Landscape Administrative Assistant
949-268-2565

Third Mutual Landscape Project Log April 2024									
Project	Contractor	Description	Status	Estimated Completion	Completion	Budget Status	Budget	YTD*	Balance
Tree Maintenance	Great Scott Tree Services, Inc.	The annual program, a combination of contracted work and in-house staff, working on a 6 year species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	Contracted tree crews trimmed 337 trees and removed 4 trees.	Annual Program	5%	5%	\$578,588	\$28,747	\$549,841
	In-House Tree Crew		As of February 29, 2024, the in-house crew trimmed 57 trees and removed 13 trees.		11%	11%	\$401,600	\$44,701	\$356,899
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes. Replacing old, end of useful life plant material using drought tolerant where appropriate	On-going annual project using in-house crews.	Annual Program	0%	0%	\$200,293	\$608	\$199,686
Turf Reduction	N/A	Turf Reduction	Typical Front Yard Concept Plans	May 2024	10%	4%	\$254,594	\$10,150	\$244,444
	David Voilz Design	Bahia Blanca Designs	Comments sent to Consultant	June 2024	45%	43%	\$90,604	\$38,514	\$52,090
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	25%	20%	\$568,152	\$111,095	\$457,057
Prior To Paint Program	TBD	Annual Maintenance	RFP in progress.	Annual Program	0%	0%	\$1,750,000	\$0	\$1,750,000
Fire Risk Reduction	Mission Landscaping/FRS/Staff	Project includes the removal of vegetation with a high risk of fire.	Ongoing - Selective grow-kills in progress.	Annual Program	25%	13%	\$180,000	\$23,261	\$156,739

*Completion based upon invoices recieved to-date, 3/14/2024. In-House Expenses as of 01/31/2024.

Three Week Projected Schedule

<https://www.lagunawoodsvillage.com/news/category/landscape>

Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
2/26/2024	3493	Trim	King Palm	1	Full trim	Staff
2/26/2024	3492	Trim	King Palm	1	Full trim	Staff
2/26/2024	3336	Trim	Silver Dollar	12	Full trim	Staff
2/26/2024	4005	Removal	Aleppo Pine	6	Board Approved	Staff
3/4/2024	3243	Removal	Long Leafed Henkeli	3	outgrown area	Staff
3/4/2024	5570	Removal	2 Fern Pines	18	Board Approved	Staff
3/4/2024	5570	Hanger	Jacaranda	2	Hanger In Canopy	Staff
3/5/2024	3371	Clearance	Torulosa	2	Clear, End Weight	Staff
3/5/2024	5510	Removal	Rusty Leaf Fig	8	Board Approved	Staff
3/5/2024	5511	Removal	Monterey Pine	9	In Decline	Staff
3/6/2024	5163	Removal	Silver Dollar	14	Up Rooted	Staff
3/7/2024	2110	Removal	Crape Myrtle	4	In Decline	Staff
3/11/2024	3153	Removal	Rusty Leaf Fig	14	In Decline	Staff
3/11/2024	5394	Trim	Fern Pine	7	Full trim	Staff
3/12/2024	5165	Clearance	Bottlebrush	2	Clear, End Weight	Staff
3/12/2024	5007	Clearance	3 Silver Dollar	8	Clear, End Weight	Staff
3/12/2024	5007	Clearance	Red Ironbark	4	Clear, End Weight	Staff
3/12/2024	5394	Clearance	Cajeput Tree	2	Clear, End Weight	Staff
3/13/2024	5371	Removal	Red Ironbark	8	In Decline	Staff
3/13/2024	5393	Removal	2 Torulosas	4	In Decline	Staff
3/13/2024	5393	Trim	Fern Pine	6	Full trim	Staff
3/13/2024	5192	Clearance	Carrotwood	2	Clear, End Weight	Staff
3/13/2024	3105	Removal	6 Junipers	10	In Decline	Staff
3/14/2024	3068	Clearance	Brazilian Pepper	2	Clear, End Weight	Staff
3/14/2024	3445	Hanger	Victorian Box	3	Up Rooted	Staff
3/14/2024	3097	Removal	Shamel Ash	4	Hanger In Canopy	Staff
3/14/2024	5342	Hanger	Silk Oak	2	Hanger In Canopy	Staff
3/14/2024	5509	Hanger	Desert Gum	2	Hanger In Canopy	Staff
3/14/2024	5488	Hanger	Star Pine	2	Hanger In Canopy	Staff
3/14/2024	3219	Hanger	Shamel Ash	1	Hanger In Canopy	Staff
3/14/2024	3532	Hanger	Lemon Scented Gub	2	Hanger In Canopy	Staff
3/14/2024	2395	Hanger	Brazilian Pepper	4	Hanger In Canopy	Staff
3/14/2024	5320	Removal	Evergreen Pear	6	Up Rooted	Staff
3/15/2024	5498	Hanger	Lemon Scented Gub	3	Hanger In Canopy	Staff
3/15/2024	4022	Hanger	Manna Gum	3	Hanger In Canopy	Staff
3/15/2024	3170	Removal	Shamel Ash	5	Up Rooted	Staff
3/15/2024	969	Removal	3 Purple Leaf Plum	3	Up Rooted	Staff
3/18/2024	3396	Hanger	Silver Dollar	6	Hanger In Canopy	Staff
3/18/2024	3488	Hanger	Spotted Gum	3	Hanger In Canopy	Staff
3/18/2024	5217	Trim	Stone Pine	18	Full trim	Staff
3/18/2024	2123	Removal	Hedge of Junipers	5	In Decline	Staff
3/19/2024	3290	Hanger	Spotted Gum	2	Hanger In Canopy	Staff
3/19/2024	5353	Trim	Stone Pine	6	Full trim	Staff

3/20/2024	3306	Hanger	Scented Gum	2	Hanger In Canopy	Staff
3/21/2024	5310	Clearence	Mulberry	3	Clear, End Weight	Staff
3/21/2024	3500	Clearence	Ironbark	3	Clear, End Weight	Staff
3/21/2024	3500	Clearence	Rusty Leaf Fig	3	Clear, End Weight	Staff
3/21/2024	3158	Removal	Chinese Elm	15	Split	Staff



STAFF REPORT

DATE: April 4, 2024
FOR: Landscape Committee
SUBJECT: Tree Trimming Request: 3133-A Via Serena N – One Canary Pine Tree

RECOMMENDATION

Deny the request for off schedule trimming of one Canary Pine tree located at 3133-A Via Serena N.

BACKGROUND

The resident purchased the unit in August 2023, and is requesting the removal of four lower branches on a Canary Pine, *Pinus Canariensis*, located at the front of the unit in the shrub bed. The reason cited for the removal is the shrubs below need more light and branches are already dead. There are five additional signatures on the request form in favor of the branch removals (Attachment 1).

The Canary Pine tree was last pruned in August of 2022. Future trimming is tentatively scheduled for fiscal year 2028 as this tree is on a six-year trim cycle. The height of the tree is approximately 60 feet with a trunk diameter of approximately 20 inches. The tree is growing in the shrub bed approximately 15 feet from the building.

DISCUSSION

At the time of inspection, the Canary Pine tree was found to be in good condition. There were no signs of pests or previous pest damage, no tree decay and no lean towards the manor. There were no surface roots growing towards the manor. There were no dead branches visible at the time of inspection.

Due to the proximity of the tree to the manor, there is more than sufficient room between the manor and the tree. The crown raising of the Canary Pine would distort the balance of the tree as it is currently correctly trimmed.

The tree does not meet the parameters set forth in §3.2.2.1, Tree Pruning Recommendations, of the Third Mutual Urban Forest Management Plan. It is the recommendation of staff the off-schedule trimming be denied.

FINANCIAL ANALYSIS

The cost to trim the tree at a crew rental cost is approximately \$450 and scheduled trimming is \$185. The estimated value of the tree is \$9,110 based on the tree inventory data.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs

RECEIVED
MAR 04 2024



Laguna Woods Village

MUTUAL LANDSCAPE REQUEST FORM

BY: *JA*

PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS

For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first contact Resident Services at 597-4600 in order to make that determination.

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

Resident/Owner Information

You must be an owner to request non-routine Landscape requests.

3133 Via Serena Unit A
Address

2-22-24
Today's Date

Claire M. Carter
Resident's Name

949 832-4138
Telephone Number

Non-Routine Request

Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.

☐ Tree Removal

☐ New Landscape

☒ Off-Schedule Trimming

☐ Other (explain):

Bottom 4 branches removal. I is already dead. Need more light so plants will grow & house will warm up.

Reason for Request

Please checkmark the item(s) that best explain the reason for your request.

☐ Structural Damage

☐ Sewer Damage

☒ Overgrown

☒ Poor Condition

☒ Litter/Debris

☐ Personal Preference

☐ View Obstruction

☐ Other (explain):

GUIDELINES:

- **Structural/Sewer Damage:** Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
- **Overgrown/Crowded:** Trees or plants that have outgrown the available space may justify removal.
- **Damaged/Declining Health:** Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- **View Blockage:** By nature, view blockage must be reviewed case by case to determine the appropriate course of action.
- **Litter and Debris:** Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
- **Personal Preference:** Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

Description & Location of Request

Please briefly describe the situation and the exact location of the subject of the request (e.g., "roots of pine tree in front of manor XYZ are lifting the sidewalk"). Attach pictures as necessary.

Take off bottom 4 branches
of the palm tree in front of my manor.
one is already dead. I need more light for
plants to grow + house to warm up.

Signatures of All Neighbors Affected By This Request

Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
Ann C. Irwin	3133B	X		
Quadi Miller	3133C	X		
Fleehyn King	3133D	X		
St. [unclear]	3135B	X		
Claire Carter	3133A	X		

(Please attach a separate sheet if more signatures are necessary.)

Acknowledgement - Owner

By signing, you are acknowledging this request.

Claire M. Carter
Owner's Signature

Claire M. Carter
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

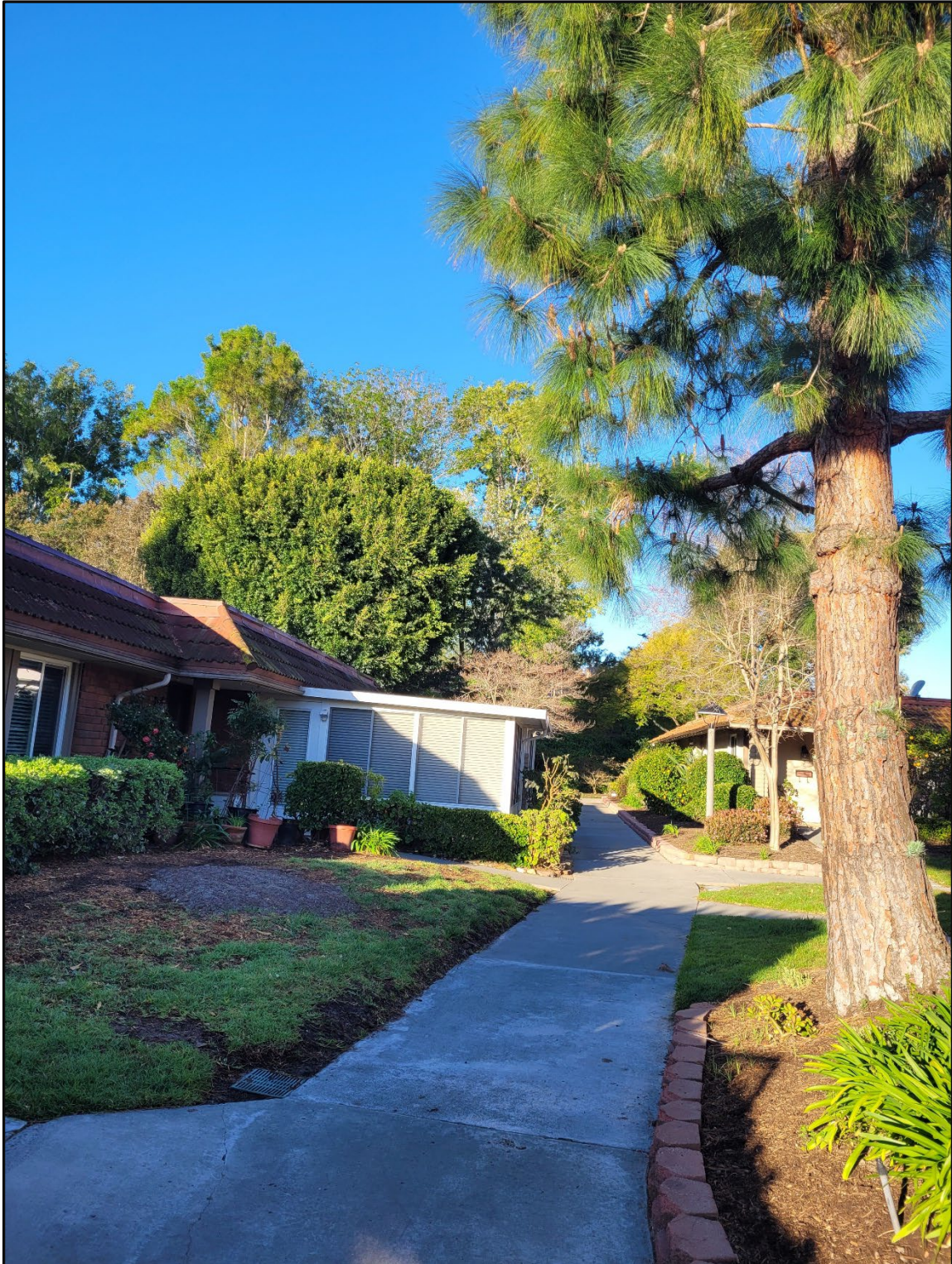
COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

Attachment 2













STAFF REPORT

DATE: April 4, 2024
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 4006-3E Calle Sonora Oeste – One Aleppo Pine Tree

RECOMMENDATION

Deny the request for the removal of one Aleppo Pine tree located at 4006-3E Calle Sonora Oeste.

BACKGROUND

The resident purchased the unit in March 2016, and is requesting the removal of one Aleppo Pine tree, *Pinus Halepensis*, located at the front of the unit in the turf. The reason cited for the removal is water intrusion perceived to be caused by blocked roof gutters from pine needles. The moisture intrusion was determined to have been caused by a faulty seam on the gutter. The gutter repairs are pending. There is one additional signature on the request form in favor of the removal and another signature as undecided (Attachment 1).

The Aleppo Pine tree was last pruned in February of 2021. Future trimming is tentatively scheduled for fiscal year 2024 as this tree is on a three-year trim cycle. The height of the tree is approximately 60 feet with a trunk diameter of approximately 32 inches. The tree is growing in the turf approximately 30 feet from the building.

DISCUSSION

At the time of inspection, the Aleppo Pine tree was found to be in good condition. There were no signs of pests or previous pest damage. No decay or dead branches were in the canopy. There were no surface roots growing towards the manor (Attachment 2). The proximity of the tree to the manor is 30 feet. There is more than sufficient room between the manor and the tree.

This tree does not meet the parameters set forth in § 3.3.3, Infrastructure Conflicts, of the Third Mutual Urban Forest Management Plan. It is the recommendation of the staff the tree removal be denied.

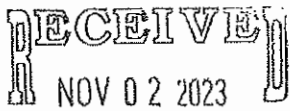
FINANCIAL ANALYSIS

The cost to remove the Aleppo Pine tree is approximately \$2,528. The cost to trim the tree off schedule is \$800. The estimated value of the tree is \$17,220 based on the tree inventory data.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs



Laguna Woods Village

BY: *[Signature]***MUTUAL LANDSCAPE REQUEST FORM****PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS**

For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first contact Resident Services at 597-4600 in order to make that determination.

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.**Resident/Owner Information**

You must be an owner to request non-routine Landscape requests.

4006 Calle Sonora Oeste #3E

Address

11/2/23

Today's Date

Bum S. Lee

Resident's Name

585-857-2005
585-857-2006

Telephone Number

Non-Routine Request

Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.

☒ Tree Removal☐ New Landscape☐ Off-Schedule Trimming☐ Other (explain): _____**Reason for Request**

Please checkmark the item(s) that best explain the reason for your request.

☒ Structural Damage ☐ Sewer Damage ☒ Overgrown ☐ Poor Condition☒ Litter/Debris ☐ Personal Preference☐ Other (explain): _____**GUIDELINES:**

- Structural/Sewer Damage: Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
- Overgrown/Crowded: Trees or plants that have outgrown the available space may justify removal.
- Damaged/Declining Health: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- Litter and Debris: Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
- Personal Preference: Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

Description & Location of Request

Please briefly describe the situation and the exact location of the subject of the request (e.g., "roots of pine tree in front of manor XYZ are lifting the sidewalk"). Attach pictures as necessary.

There is a Big Pine tree in front of Our Condo (4006 3E)

The Pine tree needles block the gutter, When it rains, the Rain Water Pour into our living Room and damage the wall + floor.

We want to get rid of this pine tree, thank

B. Lee

Signatures of All Neighbors Affected By This Request

Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
<i>Donna Henderson</i>	<i>4006 2-G</i>		<input checked="" type="checkbox"/>	
<i>Donna Villa</i>	<i>4006 1-G</i>	<input checked="" type="checkbox"/>		

(Please attach a separate sheet if more signatures are necessary.)

Acknowledgement - Owner

By signing, you are acknowledging this request.

B. Lee

Bryan S. Lee

Owner's Signature

Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____ DATE: _____ INITIALS: _____

530: _____ 540: _____ 570: _____ LAST PRUNED: _____

RELANDSCAPED: _____ NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

11/2/23
** The gutter is blocked with pine tree needles, Please clean the gutter ASAP. Thanks B. Lee*

Attachment 2

















STAFF REPORT

DATE: April 4, 2024
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3133-D Via Serena N – One Canary Pine Tree

RECOMMENDATION

Deny the request for the removal of one Canary Pine tree located at 3133-D Via Serena N.

BACKGROUND

The resident purchased the unit in January 2022, and is requesting the removal of one Canary Pine tree, *Pinus Canariensis*, located at the side of the unit in the shrub bed. The reason cited for the removal is potential for tree root intrusion. There are five additional signatures on the request form in favor of the removal (Attachment 1).

The Canary Pine tree was last pruned in August of 2022. Future trimming is tentatively scheduled for fiscal year 2028 as this tree is on a six-year trim cycle. The height of the tree is approximately 60 feet with a trunk diameter of approximately 20 inches. The tree is growing in the shrub bed approximately 15 feet from the building.

DISCUSSION

At the time of inspection, the Canary Pine tree was found to be in good condition. There were no signs of pests or previous pest damage, no decay, and no lean towards the building. There were no surface roots growing towards the manor nor evidence of structural damage. There have been no reports of root issues in the plumbing for the building.

This tree does not meet the parameters set forth in §3.3.3, Infrastructure Conflicts, of the Third Mutual Urban Forest Management Plan. It is the recommendation of the staff the tree removal be denied.

FINANCIAL ANALYSIS

The cost to remove the Canary Pine tree is approximately \$1,580. The cost to trim the tree at a crew rental cost is approximately \$450 and scheduled trimming is \$185. The estimated value of the tree is \$9,110 based on the tree inventory data.

Prepared By: John Cox, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Field Operations
Megan Feliz, Department Administrative Assistant

ATTACHMENT(S)

Attachment 1:	Mutual Landscape Request Form
Attachment 2:	Photographs

**MUTUAL LANDSCAPE REQUEST FORM****PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS**

For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first contact Resident Services at 597-4600 in order to make that determination.

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.**Resident/Owner Information**

You must be an owner to request non-routine Landscape requests.

3133 D VIA SERENA N
Address

2/26/24
Today's Date

Debra Viray
Resident's Name

951-212-9999
Telephone Number

Non-Routine Request

Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.

☒ Tree Removal

☐ New Landscape

☐ Off-Schedule Trimming

☐ Other (explain):

The TREE is too close to my property
The root will cause structural damage to the property

Reason for Request

Please checkmark the item(s) that best explain the reason for your request.

☒ Structural Damage ☐ Sewer Damage ☒ Overgrown ☐ Poor Condition

☒ Litter/Debris ☐ Personal Preference

☐ Other (explain): _____

GUIDELINES:

- Structural/Sewer Damage: Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
- Overgrown/Crowded: Trees or plants that have outgrown the available space may justify removal.
- Damaged/Declining Health: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- Litter and Debris: Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
- Personal Preference: Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

Description & Location of Request

Please briefly describe the situation and the exact location of the subject of the request (e.g., "roots of pine tree in front of manor XYZ are lifting the sidewalk"). Attach pictures as necessary.

The tree is too close to my property.
it will cause structural damage to
the property. theres 2 Pine close to my house.
The other is close to my window and so many debris around
my property.

Signatures of All Neighbors Affected By This Request

Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
<i>Debra Carter</i>	3133A	X		
<i>Ann Kravin</i>	3133B	X		
<i>Jack Miller</i>	3133C	X		
<i>Watt Can</i>	3135A	X		
<i>Eva Carter</i>	3134B	X		

(Please attach a separate sheet if more signatures are necessary.)

Acknowledgement - Owner

By signing, you are acknowledging this request.

Debra G. Vaz
Owner's Signature

Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

Attachment 2









