



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

**Thursday, July 7, 2022 – 9:30 a.m.**

**BOARD ROOM/VIRTUAL**

**Laguna Woods Village 24351 El Toro Road, Laguna Woods, CA**

*Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions using one of three options:*

1. *In-person in Community Center Board Room.*
2. *Join the meeting via Zoom by using this link: <https://zoom.us/j/92325659805>*
2. *Send in your comment via email to [meeting@vmsinc.org](mailto:meeting@vmsinc.org) any time before the meeting is scheduled to begin or during the meeting. Please use the name Third Mutual Landscape Committee in the subject line of the email. Name and unit number must be included.*

**AGENDA**

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for June 2, 2022
5. Chair Remarks
6. Department Head Update
  - a. Project Log
  - b. Tree Work Status Report
7. Member Comments (Items Not on the Agenda)
8. Response to Member Comments

### Items for Discussion and Consideration

9. Tree Removal Request: 4021-C Calle Sonora – One Canary Island Pine Tree
10. Water Mandates Discussion

### Future Agenda Items

### Concluding Business:

14. Committee Member Comments
15. Date of Next Meeting – Thursday, August 4, 2022 at 9:30 a.m.
16. Adjournment

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

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



**OPEN MEETING**

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

**Thursday, June 2, 2022 – 12:00 PM  
BOARD ROOM/VIRTUAL MEETING  
Laguna Woods Village Community Center, 24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair- Lynn Jarrett, Annie McCary, Ralph Engdahl, Ira Lewis, Donna Rane-Szostak

**COMMITTEE MEMBERS ABSENT**

**OTHERS PRESENT:** None.

**ADVISORS PRESENT:** None.

**STAFF PRESENT:** Kurt Wiemann, Eve Morton, Jayanna Abolmoloki

**1. Call to Order**

Chair Jarrett called the meeting to order at 12:00 p.m.

**2. Acknowledgement of Media**

No media was present.

**3. Approval of the Agenda**

Chair Jarrett made a motion to add an item about Landscape irrigation water use to the agenda. Director McCary seconded. The committee was in unanimous support.

**4. Approval of the May 5, 2022 Report**

Director McCary made a motion to approve the report with a small change. Director Engdahl seconded. The committee was in unanimous support.

**5. Committee Chair Remarks**

None.

## **6. Department Head Update**

### **6a. Project Log**

Mr. Wiemann reviewed the Project Log and answered some questions.

### **6b. Tree Work Status Report**

Mr. Wiemann reviewed this report with the committee.

## **7. Member Comments (Items Not on the Agenda)**

None.

## **8. Response to Member Comments**

None.

### **Items for Discussion and Consideration**

(This item was added to the agenda)

## **9. Discussion regarding Landscape Water Restriction Mandates**

Mr. Wiemann discussed the Governor's Executive Order N-7-22; Emergency Water Restriction Mandate.

Mr. Wiemann is anticipating a mandate about 30% reduction of outdoor irrigation, and only two days a week allowed for watering of turf.

He asked if the committee wished to recommend to the Board to mandate Third Mutual Landscape water use to include recycled water in that mandate. Director Lewis made a motion to make a recommendation to mandate recycled water use in Third to conform to state and local mandates.

## **10. Tree Removal Request: 2369-2B Via Mariposa E. – One Rusty Leaf Fig Tree**

Director Rane-Szostak made a motion to accept staff recommendation and deny this request. Director McCary seconded. The committee was in unanimous support.

## **11. Tree Removal Request: 5128 Brazo – One Canary Island Pine Tree**

Director McCary made a motion to accept staff recommendation and deny this request. Director Engdahl seconded. The committee was in unanimous support.

### **Future Agenda Items**

**Concluding Business:**

**12. Committee Member Comments**

Several comments were made.

**13. Date of Next Meeting – Thursday, July 7 2022, at 9:30 a.m.**

**14. Adjournment at 12:40 p.m.**

*N. Ira Lewis*

[N. Ira Lewis \(Jun 7, 2022 09:57 PDT\)](#)

---

Nathaniel Ira Lewis, Chair

Kurt Wiemann, Staff Officer

Jayanna Abolmoloki, Landscape Administrative Assistant - 949-268-2565



Third Mutual Landscape Project Log July 2022 2022 Reserve Fund Projects								
Project	Contractor	Description	Status	Estimated Completion	Completion*	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 5 year species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	Contracted tree crews trimmed 358 trees, removed 15, and planted 8 trees.	Annual Program	16%	\$503,120	\$80,314	\$422,806
	In-House Tree Crew		As of May 31, 2022, the in-house crew trimmed 245 trees, removed 352 trees and planted 0 trees.		47%	\$440,304	\$206,856	\$233,448
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes.	On-going annual project using in-house crews.	Annual Program	32%	\$162,520	\$52,654	\$109,866
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	16%	\$490,395	\$77,272	\$413,124
Fire Risk Reduction	Mission Landscaping/ Andre Landscape/Staff	Project includes the removal of vegetation with a high risk of fire.	Slope Erosion Scar Evaluation at 3420 Calle Azul out to bid (Disaster Fund). Clear Non-Native Plants from fire areas.	Annual Program	59%	\$180,000	\$107,031	\$72,969

\*Completion based upon invoices recieved to-date. In-house expenses as of May 31, 2022.





5/13/2022	3215	Clearance	Brazilian Pepper	2	clearence trim	Staff
5/13/2022	3215	Clearance	Brazilian Pepper	2	clearence trim	Staff
5/16/2022	3429	Hanging branch	Grevillea Robusta	2	Hanger in Canopy	Staff
5/16/2022	2301	Trim	Ficus	18	End weight	Staff
5/16/2022	2301	Trim	Spasnish Dagge	2	End weight	Staff
5/16/2022	2301	Trim	King palms	2	End weight	Staff
5/17/2022	2301	Trim	Italian Cypress	2	End weight	Staff
5/17/2022	2301	Trim	Ficus	18	End weight	Staff
5/17/2022	2301	Trim	1 King palm 1 queen palm	3	End weight	Staff
5/17/2022	2234	Removal	Juniperus	7	In Decline and Deceased	Staff
5/17/2022	2405	Trim	Rubber tree and Aleppo pine	5	End weight	Staff
5/18/2022	2398	Trim	8 ginko biloba	24	End weight	Staff
5/19/2022	C2229	Trim	spartan juniper	16	End weight	Staff
5/19/2022	C2231	Trim	spartan juniper	9	End weight	Staff
5/19/2022	L249	Trim	Norfolk Island Pine	6	End weight	Staff
5/19/2022	L220	Removal	2 Turolosa	3	In Decline and Deceased	Staff
5/20/2022	2378	Clearance	3 carolina Cherry	3	clearence trim	Staff
5/20/2022	L229	Removal	big hedge	6	In Decline and Deceased	Staff
5/20/2022	2168	Removal	2 Gold Medallion	4	In Decline and Deceased	Staff
5/20/2022	5383	Clearance	New Zealand	2	clearence trim	Staff
5/23/2022	2385	Hanging branch	Bottlebrush	2	Hanger in Canopy	Staff
5/23/2022	4014	Hanging branch	Pyrus Kawakamii	3	Hanger in Canopy	Staff
5/24/2022	5507	Hanging branch	Corimbia Citriodora	3	Hanger in Canopy	Staff
5/24/2022	2340	Removal	Brazilian Pepper	15	In Decline and Deceased	Staff
5/25/2022	2385	trim	carrotwood	8	End weight	Staff
5/25/2022	2342	trim	maleluca	6	End weight	Staff
5/25/2022	2342	trim	Magnolia	4	End weight	Staff
5/25/2022	2341	Removal	Olea Europea Olive	6	In Decline and Deceased	Staff
5/25/2022	2109	trim	Yucca and Loquat	4	End weight	Staff
5/26/2022	3136	Removal	Evergreen Pear	4	In Decline and Deceased	Staff
5/26/2022	2290	Clearance	Yucca	4	clearence trim	Staff
5/26/2022	2371	Removal	Magnolia	2	In Decline and Deceased	Staff
5/27/2022	2205	Clearance	Stone pine	2	clearence trim	Staff
6/1/2022	5333	Trim	Camphor	2	Full Trim	Staff
6/1/2022	5333	Trim	Juniper spartan	2	Full Trim	Staff
6/1/2022	5333	Trim	Juniper spartan	2	Full Trim	Staff
6/1/2022	5333	Trim	Juniper Spartan	2	Full Trim	Staff
6/1/2022	5333	Removal	Juniper spartan	2	In Decline and Deceased	Staff
6/1/2022	5343	Clearance	California Pepper	2	clearence trim	Staff
6/1/2022	5494	Clearance	Camphor	2	clearence trim	Staff
6/1/2022	5494	Clearance	Camphor	2	clearence trim	Staff
6/1/2022	5494	Clearance	Camphor	2	clearence trim	Staff
6/1/2022	5494	Clearance	Camphor	2	clearence trim	Staff
6/1/2022	5495	Clearance	Camphor	2	clearence trim	Staff
6/1/2022	5495	Clearance	Camphor	2	clearence trim	Staff
6/1/2022	3427	Clearance	Canary Island Pine	2	clearence trim	Staff
6/1/2022	5584	Clearance	Orchid Tree	2	clearence trim	Staff
6/1/2022	5584	Clearance	Magnolia	2	clearence trim	Staff
6/1/2022	5560	Clearance	Metrosideros	2	clearence trim	Staff

6/1/2022	3422	Clearance	Brush Cherry	2	clearance trim	Staff
6/1/2022	3422	Clearance	Brush Cherry	2	clearance trim	Staff
6/1/2022	5199	Removal	Lemon tree	1	Resident request	Staff
6/2/2022	5551	Trim	Bird Paradise	3	Full Trim	Staff
6/2/2022	3498	Removal	purple leaf Plum	2	In Decline and Deceased	Staff
6/2/2022	3444	Trim	Ficus Nitida	10	Full Trim	Staff
6/2/2022	3407	Removal	Callistemon spp	8	In Decline and Deceased	Staff
6/2/2022	3325	Clearance	Star Pine	2	clearance trim	Staff
6/2/2022	5379	Hanging branch	Coral Tree	2	Hanger in Canopy	Staff
6/2/2022	3268	Trim	Peppermint	6	Full Trim	Staff
6/3/2022	2345	Removal	purple leaf Plum	3	In Decline and Deceased	Staff
6/3/2022	3231	Removal	lemon	2	Resident request	Staff
6/6/2022	3080	Trim	Magnolia	3	Full Trim	Staff
6/6/2022	3250	Trim	5 Peppermint	10	Full Trim	Staff
6/7/2022	5379	Hanging branch	Erutrina Caffra	6	Hanger in Canopy	Staff
6/7/2022	2336	Removal	Lagestromia Indica	3	In Decline and Deceased	Staff
6/7/2022	3018	Hanging branch	Peppermint	4	Hanger in Canopy	Staff
6/7/2022	2358	Trim	2 podocarpus	6	Full Trim	Staff
6/7/2022	5156	Hanging branch	Callistemon spp	2	Hanger in Canopy	Staff
6/9/2022	3257	Trim	Afrocarpus Graciliar	6	Full Trim	Staff
6/9/2022	3156	Trim	Brazilian Pepper	1.5	Full Trim	Staff
6/8/2022	961	Crown Thin	Camphor	1.5	Crown Thin	Staff
6/8/2022	961	Crown Thin	Carrotwood	1.5	Crown Thin	Staff
6/8/2022	961	Crown Thin	Crape Myrtle	1.5	Crown Thin	Staff
6/8/2022	961	Crown Thin	Crape Myrtle	1.5	Crown Thin	Staff
6/8/2022	962	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/8/2022	962	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/8/2022	962	Crown Thin	Carrotwood	1.5	Crown Thin	Staff
6/8/2022	962	Crown Thin	Carrotwood	1.5	Crown Thin	Staff
6/9/2022	962	Crown Thin	Crape Myrtle	1.5	Crown Thin	Staff
6/9/2022	963	Crown Thin	Crape Myrtle	1.5	Crown Thin	Staff
6/9/2022	963	Crown Thin	Carrotwood	1.5	Crown Thin	Staff
6/9/2022	963	Crown Thin	Carrotwood	1.5	Crown Thin	Staff
6/9/2022	963	Crown Thin	Crape Myrtle	1.5	Crown Thin	Staff
6/9/2022	963	Crown Thin	Crape Myrtle	1.5	Crown Thin	Staff
6/9/2022	963	Crown Thin	Crape Myrtle	1.5	Crown Thin	Staff
6/9/2022	963	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/10/2022	964	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/10/2022	964	Crown Thin	Alder	1.5	Crown Thin	Staff
6/10/2022	964	Crown Thin	Alder	1.5	Crown Thin	Staff
6/10/2022	964	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/10/2022	964	Crown Thin	carrotwood	1.5	Crown Thin	Staff
6/10/2022	964	Crown Thin	carrotwood	1.5	Crown Thin	Staff
6/10/2022	964	Crown Thin	Loquat	1.5	Crown Thin	Staff
6/10/2022	964	Crown Thin	Loquat	1.5	Crown Thin	Staff
5/6/2022	2394	Trim	2 Gingo Biloba	4	Full Trim	Staff
5/6/2022	2396	Trim	Gingo Biloba	2	Full Trim	Staff
5/6/2022	2397	Trim	2 Gingo Biloba	4	Full Trim	Staff
5/6/2022	2397	Trim	2 Afrocarpus Henkelii	4	Full Trim	Staff

5/6/2022	2397	Trim	2 Gingo Biloba	4	Full Trim	Staff
5/6/2022	2397	Removal	Gingo Biloba	4	deceased	Staff
6/13/2022	968	Removal	Persia Americana Avocado	3	Resident request	Staff
6/13/2022	968	Removal	Evergreen Pear	3	In Decline and Deceased	Staff
6/15/2022	5469	Hanging branch	Evergreen Pear	2	Hanger in Canopy	Staff
6/15/2022	5469	Hanging branch	Eucalyptus Cladocalyx	2	Hanger in Canopy	Staff
6/20/2022	5379	Hanging branch	Erathrina Caffra	2	Hanger in Canopy	Staff
6/20/2022	3248	Hanging branch	Liquid Amber	2	Hanger in Canopy	Staff
6/21/2022	4019	trim	Eucalyptus Sideroxylon	24	Full Trim	Staff
6/22/2022	4020	trim	Eucalyptus Sideroxylon	12	Full Trim	Staff
6/22/2022	4008	Clearance	Cajeput Tree	2	clear, in decline	Staff
6/22/2022	40088	trim	Red Ironbark	12	Full Trim	Staff
6/22/2022	4008	trim	Bottle Tree	3	Full Trim	Staff
6/22/2022	4008	trim	Ficus Nitida	6	Full Trim	Staff
6/23/2022	5527	trim	Ulmus Parvifolia	12	Full Trim	Staff
6/23/2022	5527	Hanging branch	Corymba Citridora	2	Hanger in Canopy	Staff
6/23/2022	3181	Removal	purple leaf Plum	3	deceased	Staff
6/23/2022	5222	Clearance	Ficus Benjamina	6	clearence	Staff
6/23/2022	5222	Clearance	Ficus Benjamina	3	clearence	Staff
6/23/2022	5223	Clearance	Ficus Benjamina	6	clearence	Staff
6/23/2022	3414	Hanging branch	Carrotwood	2	Hanger in Canopy	Staff
6/24/2022	2353	Clearance	Magnolia	3	clearence	Staff
6/24/2022	5433	Clearance	Plum and Brazilian Pepper	4	clearence	Staff
6/24/2022	5433	Clearance	Plum and Brazilian Pepper	4	clearence	Staff
6/24/2022	2133	trim	S Junipers	8	Full Trim	Staff
6/24/2022	3054	Hanging branch	Shamel Ash	2	Hanger in Canopy	Staff
6/15/2022	967	Crown Thin	Carob	1.5	Crown Thin	Staff
6/15/2022	967	Crown Thin	Carob	1.5	Crown Thin	Staff
6/15/2022	967	Crown Thin	Crape Myrtle	1.5	Crown Thin	Staff
6/15/2022	967	Crown Thin	Eucalyptus Iron bark	1.5	Crown Thin	Staff
6/15/2022	967	Crown Thin	Eucalyptus Iron bark	1.5	Crown Thin	Staff
6/15/2022	967	Crown Thin	Evergreen Pear	1.5	Crown Thin	Staff
6/15/2022	967	Crown Thin	Evergreen Pear	1.5	Crown Thin	Staff
6/15/2022	967	Crown Thin	Evergreen Pear	1.5	Crown Thin	Staff
6/15/2022	967	Crown Thin	purple leaf Plum	1.5	Crown Thin	Staff
6/16/2022	968	Crown Thin	Carob	1.5	Crown Thin	Staff
6/16/2022	968	Crown Thin	Eucalyptus Iron bark	1.5	Crown Thin	Staff
6/16/2022	968	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/16/2022	968	Crown Thin	New Zealand	1.5	Crown Thin	Staff
6/16/2022	968	Crown Thin	New Zealand	1.5	Crown Thin	Staff
6/16/2022	968	Crown Thin	New Zealand	1.5	Crown Thin	Staff
6/16/2022	968	Crown Thin	Photinia	1.5	Crown Thin	Staff
6/16/2022	968	Crown Thin	Photinia	1.5	Crown Thin	Staff
6/17/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/17/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/17/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/17/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/17/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/17/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff





6/20/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Bottlebrush	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Camphor	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Magnolia	1.5	Crown Thin	Staff
6/20/2022	969	Crown Thin	Magnolia	1.5	Crown Thin	Staff



## STAFF REPORT

---

**DATE:** July 7, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 4021-C Calle Sonora – One Canary Island Pine Tree

---

### **RECOMMENDATION**

Approve the request for the removal of one Canary Island Pine tree located at 4021-C Calle Sonora.

### **BACKGROUND**

The resident purchased the manor in August 2016, and is requesting the removal of one Canary Island Pine tree, *Pinus, canariensis*, located at the side of the manor in the shrub bed area. The reasons cited for the removal are litter/debris, overgrown, and the potential threat of structural damage. There are five additional signatures on the Mutual Request Form in favor of the removal. (Attachment 1)

The tree was last pruned in June of 2018. Future trimming is tentatively scheduled for fiscal year 2023. The height of the tree is approximately 51 feet with a trunk diameter of approximately 20 inches. The tree is growing in the shrub bed area approximately six inches from the resident's fireplace. (Attachment 2)

### **DISCUSSION**

At the time of inspection, the tree was found to be in fair condition with a favorable trunk flare, no surface roots, no decay, no pest activity, or damage to the trunk. There were no signs of structural damage. The tree has an unbalanced canopy due to past clearance trimming and the canopy does have an overhang above the roof of the manor of approximately 5 feet by 20 feet.

There are a number of limbs currently touching the fireplace. Per the Orange County Fire Authority, one of the many conditions for a tree to be considered a fire hazard is tree limbs within ten feet of a fireplace.

In order to make this tree compliant, a large portion of the tree would have to be trimmed to provide adequate clearance. This amount of trimming would be approximately 50 percent. Due to the species of the tree, crown reduction is not an option as it could result in complete tree failure.

For the above stated safety reasons, it is staff's recommendation to remove the tree.

### **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$1,380. The cost to perform a clearance trim would be approximately \$600, and the estimated value of the tree is \$4,890 based on the tree inventory data.

**Prepared By:** Bob Merget, Landscape Manager  
**Reviewed By:** Kurt Wiemann, Director of Landscape Services

**ATTACHMENT(S)**

**Attachment 1:** Mutual Landscape Request Form  
**Attachment 2:** Photographs



RECEIVED  
MAY 31 2022

Laguna Woods Village

MUTUAL LANDSCAPE REQUEST FORM

BY: ASB 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.

4021-C CALLE SONORA ESTE, L.W.  
Address

5/25/22  
Today's Date

Jon Wallin  
Resident's Name

949-294-9442  
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    ☐ View Obstruction  
☒ Other (explain): PICTURES ATTACHED - FUTURE STRUCTURAL DAMAGE

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.

PICTURES ATTACHED

### 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
Susanne S. Riley	4021-A	✓		
John Lerman	4021-B	✓		
Chris Yoon	4021-C	✓		
D. Smith-Shank	4021-D	✓		
Paul Shilk	4021-E	✓		
Iksoo Kang	4021-P	✓		

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Sam Han Yoon

Owner's Signature

SAM HAN YOON

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: \_\_\_\_\_

















