



**CITY OF NEWPORT BEACH**  
**PARKS, BEACHES & RECREATION COMMISSION AGENDA**  
**Newport Beach Council Chambers — 3300 Newport Boulevard**  
**Tuesday — October 4, 2011 — 6pm**

***Commission Members:***

**Phillip Lugar, Chair**  
**Kathy Hamilton, Vice Chair**  
**Tom Anderson**  
**Ron Cole**  
**Roy Englebrecht**  
**Marie Marston**  
**Jack Tingley**

***Staff Members:***

**Laura Detweiler, Recreation & Senior Services Director**  
**Mark Harmon, Municipal Operations Director**  
**Sean Levin, Recreation Superintendent**  
**Teri Craig, PB&R Secretary**

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**ORDER AND ROLL CALL**

**DIRECTOR'S COMMENTS**

- Director Detweiler
- Director Harmon
- City Council Actions

**PUBLIC COMMENTS**

**Members of the public are invited to comment on non-agenda items of public interest. Speakers are limited to three minutes.**

***NOTICE TO THE PUBLIC***

This agenda was prepared by the Office of the Recreation & Senior Services Director and staff reports are available at the Department of Recreation & Senior Services. Staff reports or other written documentation have been prepared and organized with respect to each item of business listed on the agenda. Regular meetings of the Parks, Beaches & Recreation Commission are generally held on the first Tuesday of each month at 6pm. If you have questions or require copies of any of the staff reports or other documentation regarding any item of business on the agenda, please contact the Recreation & Senior Services staff at (949) 644-3158. The agendas, minutes and staff reports are also available on the City's website at [www.newportbeachca.gov](http://www.newportbeachca.gov).

All matters listed under **Consent Calendar 1-5** are considered by the Commission to be routine and will all be enacted by one motion in the form listed below. The Commission Members have received detailed staff reports on each of the items recommending approval and there will be no separate discussion of these items prior to the time the Commission votes on the motion unless members of the Commission, staff, or the public request a specific item to be discussed and/or removed from the Consent Calendar for separate action. The City provides a yellow sign-in card for those wishing to address the Commission to assist in the preparation of the minutes. If you do fill out the card please place it in the box at the table. Before speaking, please state your name for the record.

**CONSENT CALENDAR**

**1. Minutes of the August 2, 2011 regular meeting.**

**Recommendation:** Waive reading of subject minutes, approve and order filed.

**2. Park & Operations Division Activity Report.**

**Recommendation:** Receive/file monthly Activity Report for activities and upcoming projects.

**3. Recreation & Senior Services Activity Report.**

**Recommendation:** Receive/file monthly Activity Report for activities and upcoming projects.

**4. Dog Nuisance Dispenser Donation.**

**Recommendation:** Approve dog dispense donation of Central Newport Beach Community Association to be located at 19<sup>th</sup> Street and Bay Avenue West

**5. Reforestation Request.**

**Recommendation:** Approve reforestation request of Harbor View Hills South Homeowners Association to be located at the greenbelt front between 1407 Outrigger Drive and 1218 Keel Drive.

**NEW / CONTINUED BUSINESS**

**6. Reforestation Request**

**Recommendation:** Approve/deny the reforestation request of Tiffany Klarin at 1500 Sylvia Lane.

**7. Appointment of Beach Fire Rings Sub-Committee**

**Recommendation:** Appoint Sub-Committee of three Commissioners to review issues related to beach fire rings and provide the Commission with recommended solutions.

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**This committee is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Commission's agenda be posted at least 72 hours in advance of each meeting and that the public be allowed to comment on agenda items before the Commission and items not on the agenda but are within the subject matter jurisdiction of the Commission. The Commission may limit public comments to a reasonable amount of time, generally either three (3) or five (5) minutes per person.**

**It is the intention of the City of Newport Beach to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Newport Beach will attempt to accommodate you in every reasonable manner. Please contact Teri Craig, PB&R Secretary, at least 72 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible (949-644-3158 or [tcraig@newportbeachca.gov](mailto:tcraig@newportbeachca.gov)).**

## **COMMITTEE REPORTS**

- ***Park Development*** – Anderson, Lugar, Marston
- ***Recreation/Senior Activities*** – Anderson, Hamilton, Lugar
- ***Budget*** – Lugar, Marston, Tingley
- ***Community Service Award*** – Englebrecht, Cole, Hamilton
- ***Youth Sports Liaison*** – Anderson, Englebrecht

**FUTURE AGENDA ITEMS** - Matters which Commissioners may wish to place on a future agenda or raise for discussion.

## **ADJOURNMENT**

# CITY OF NEWPORT BEACH

**Parks, Beaches & Recreation Commission**  
**Regular Meeting**  
**August 2, 2011 – 6pm**

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**Convened** 6:01pm

**ROLL CALL**

Present: Marie Marston, Chair  
Phil Lugar, Vice Chair  
Tom Anderson  
Ron Cole  
Roy Englebrecht  
Kathy Hamilton  
Jack Tingley

Staff: Laura Detweiler, Recreation & Senior Services Director  
Mark Harmon, Municipal Operations Director  
Sean Levin, Recreation Superintendent  
Teri Craig, Admin Assistant

**PRESENTATION TO OUTGOING COMMISSIONERS – Tim Brown & Bill Garrett**

Director Detweiler stated that both outgoing commissioners were unable to attend tonight but thanked them both for their years of service and commented that they would be missed and hoped that they would continue their public service in another venue.

Chair Marston also thanked both Commissioners and noted that she had looked to both of them as a mentor through her tenure; especially Commissioner Brown teaching her the *Roberts Rules of Orders*.

Vice Chair Lugar thanked them as well and noted that he had learned from them both and that he looks forward to Bill Garrett representing the Peninsula.

Commissioner Hamilton echoed her thanks as well and noted that they would be missed.

Commissioner Anderson stated that both commissioners provided a great example of leadership in the community and that Newport Beach is a better place because of them.

**ELECTION OF OFFICERS**

Chair Marston opened the nominations for **Chair** for FY 2011/12.

**Motion by Chair Marston** to nominate Commissioner Lugar as Chair.

Hearing no other nominations, Chair Marston closed the nominations for Chair.

Motion was carried by acclamation.

Chair Marston opened the nominations for **Vice Chair** for FY 2011/12.

**Motion by Commissioner Anderson** to nominate Commissioner Hamilton as Vice Chair.

Hearing no other nominations, Chair Marston closed the nominations for Vice Chair.

Motion was carried by acclamation.

### **SEATING OF NEW COMMISSIONERS – Roy Englebrecht & Jack Tingley**

Commissioner Englebrecht provided a brief background including that he had served as a PB&R Commission in the past and is a fight promoter and looks forward to working with staff.

Commissioner Tingley stated that he owns BeachSports a company that run youth camps in Orange and LA County and that he has many years of experience with non-profit organizations and has worked for many years with the LA County Beach Commission; he also commented that he is excited about the appointment and is looking forward to providing some expertise and input.

### **DIRECTORS COMMENTS**

- Director Detweiler provided a brief update on the 4<sup>th</sup> of July and noted that the two events were very successful. The event at Mariners Park had 3000 people in attendance and for the first time an event was held at Channel Place Park with 1000 people in attendance. She noted that the community and staff were overwhelmed with what a positive event the Peninsula family celebration turned out to be. She continued that there was a tremendous amount of collaboration and it could not have been possible without the community, Recreation and Senior Services staff, the Municipal Operations Department, the Police and Fire Departments or the City Manager's office.
- Director Harmon commented that as far as litter, vandalism and graffiti that this 4<sup>th</sup> of July was probably the quietest year and that he bases this comment on July 5 when staff begins the clean up from the 4<sup>th</sup> of July.
- City Council Actions – None

### **PUBLIC COMMENTS**

None

### **CONSENT CALENDAR**

#### **1. Pulled by Director Detweiler**

**Recommendation:** *Waive reading of subject minutes, approve and order filed.*

#### **2. Park & Operations Division Activity Report.**

**Recommendation:** *Receive/file monthly Activity Report for activities and upcoming projects.*

#### **3. Recreation & Senior Services Activity Report.**

**Recommendation:** *Receive/file monthly Activity Report for activities and upcoming projects.*

#### **4. Bench Donation.**

**Recommendation:** *Approve bench donation of Gail McGowan & Lindsey Adey to be located at Begonia Park.*

#### **5. Bench Donation.**

**Recommendation:** *Approve bench donation of Janice Boals to be located at Begonia Park.*

#### **6. Bench Donation.**

**Recommendation:** *Approve bench donation of Newport Beach Rotary Club to be located at Irvine Terrace Park.*

### **Chair Lugar opened the public discussion.**

Yergin Frolic stated that he lives on Begonia and is here to discuss item 5. He stated that he is one of five residents that sits right along Begonia Park and noted that there are already several benches and that two of them sit directly in front of his house. He noted that there used to be one to the right of his house towards the ocean as well and is concerned why the City would install another bench when they had already removed one which had been used and the placement of this bench could cause some injuries to those that use the park for Frisbee and such.

Director Harmon stated that Janice Boals is donating the bench and noted that Mr. Frolic is correct that people use the park but the bench would be installed closer to the sidewalk and should not be in the way of

those using the park. He also noted that item 4 is being donated by Gail McGowan and Lisa Addy and that bench will be located next to an existing bench. He reviewed the steps to donate a bench and that staff discusses possible locations with the donors. He noted that these two donations will be the last two installed at Begonia Park. Director Harmon stated that he would meet with Mr. Frolic to discuss the missing bench at Begonia Park but tonight would not be able to answer why it was removed.

Commissioner Englebrecht asked that bench aesthetics, design and donations be added to a future agenda. Discussion ensued regarding bench designs and designs specific to the community.

**Motion by Commissioner Marston** to accept items 2 through 6 of the Consent Calendar. Motion carried by acclamation.

**1. Minutes of the June 21, 2011 regular meeting.** Director Detweiler stated that she had a minor change to the minutes under item 6 from public comments on page 3 as follows:

“Dan Purcell stated that he would encourage the Commission to support this ordinance. He noted that he has observed personal trainers”

**Motion by Chair Lugar** to approve item 1 as amended of the Consent Calendar. Motion carried by acclamation.

#### **NEW / CONTINUED BUSINESS**

**7. Newport Mesa Soccer Club (NMSC) Request for Temporary Lights at Bonita Canyon Sports Park Field (BCSP) #5.** Superintendent Levin stated that NMSC is requesting for the 5<sup>th</sup> year in a row to use temporary lights at field #5 at BCSP. He stated that the use of these lights is during daylight savings time from October 3 – November 25, 2011 and January 9 – March 9, 2012 from dusk to 7:45pm, weekdays only. He went on to remind the Commission that there is a shortage of lit fields in the City and that 952 notices were sent out; no comments were received from the public.

**Chair Lugar opened the public discussion; hearing none the public discussion was closed**

**Motion by Commissioner Englebrecht** to approve the use of temporary lights by Newport Mesa Soccer Club at Bonita Canyon Sports Park field #5 from October 3 – November 25, 2011 and January 9 – March 9, 2012 from dusk to 7:45pm, weekdays only. Motion carried by acclamation.

**8. City Council Policy G-1 Revision** Director Harmon gave a brief overview of the G-1 Policy specifically regarding the removal or replacement of City trees. He stated that at the February 2011 Commission meeting the attached staff report was prepared to support a revision to the G-1 Policy to require residents and HOA's that replace removed trees with a larger 36" box tree; a change from the current policy which requires a 24" box tree. He reminded the Commission that there is definite difference in the size and look of the tree but that the actual expense is substantially higher. He went on to say that the motion failed due to a lack of a majority; and at the June Commission meeting Commissioner Lugar requested that it be agendaized again for further discussion. He noted that the main reason that the motion did not pass in February was because of the higher cost.

Discussion ensued regarding reforestations, redevelopment options and fees associated with the removal and replacement of trees.

**Chair Lugar opened the public discussion; hearing none the public discussion was closed.**

**Motion by Commissioner Englebrecht** to recommend that staff forward the PB&R Commission's recommendation to the City Council to revise the G-1 Policy to require that residents and HOA's replace trees with a larger 36" box tree from the current 24" box tree. Motion carried by acclamation.

**COMMITTEE REPORTS –**

Parks – Nothing to report. Commissioner Anderson volunteered to be added to the committee along with Commissioners Lugar & Marston.

RSS – Nothing to report.

Budget – Nothing to report. Chair Lugar appointed Commissioners Marston & Tingley to the committee to serve along with himself.

Community Service Award – Nothing to report. Commissioner Englebrecht volunteered to serve along with Commissioners Cole & Hamilton.

Youth Sports – Nothing to report. Commissioner Englebrecht volunteered to serve with Commissioner Anderson.

**FUTURE AGENDA ITEMS**

Commissioner Hamilton commented on the number of benches and size at Lookout Point.

Commissioner Englebrecht asked that a report on the design and cost of benches within the City be agendized. Discussion ensued regarding the authority to remove or relocate benches.

**ADJOURNED @ 6:59pm**

Submitted by: \_\_\_\_\_  
Teri Craig, Admin Assistant

DRAFT



## Municipal Operations Department

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PB&R Commission Agenda  
Item No. 2  
October 4, 2011

**TO:** Parks, Beaches and Recreation Commission

**FROM:** Parks and Trees Maintenance Superintendent and Operations Support Superintendent

**SUBJECT:** *August and September Parks, Trees, and Operations Divisions Activity Report*

### **Parks Maintenance Division Activities**

1. Parks Maintenance Division staff continues working with the Public Works Department on numerous projects in the planning and construction phases.

#### **Projects currently underway:**

- Jamboree Road Widening at Bristol
- Bitterpoint Pump Station
- Sidewalk, Curb and Gutter Contract - various locations
- Sewer Pump Station Improvements – various locations
- Civic Center
- Reagan Statue at Bonita Canyon Sports Park – West
- Buck Gully Lower Canyon Stabilization

#### **Projects that are in the planning phases:**

- Sunset Ridge Park
- Marina Park
- China Cove Slope Stabilization
- Bristol Street North and South Landscapes
- Dover Drive Median
- Lido Village

## **Trees Division Activities**

During the month of July, 2,376 trees were trimmed, 5 trees planted, 13 trees removed and crews responded to 5 emergency calls.

During the month of August, 1,256 trees were trimmed, 2 trees planted, 12 trees removed and crews responded to 4 emergency calls.

The City's tree services contractor, pruned trees within the Corona Del Mar, Spyglass Hills, Buffalo Hills, Santa Ana Heights, Balboa Peninsula and Lido Isle areas, as part of the City's overall grid trimming schedule. Additionally, the annual pruning of selected Eucalyptus, Coral and Palm trees are currently taking place throughout the City.

The attached Tree Activity Report summarizes requests and field activities performed during the past months.

## **Beach Maintenance Activities**

1. A south swell brought an unanticipated 12' surf combined with 7.5' tides on July 13<sup>th</sup>. Operations Support and Field Maintenance crewmembers built sand berms and energy-dissipating ditches at the usual trouble spots around the Balboa Pier. The proactive measures by staff kept the areas around the pier dry.
2. On Monday, August 1st, was the start of contract services for Restroom Cleaning. The public restrooms at 26 beach and facilities have been historically cleaned by a combination of City staff and contractors. Consolidating the services provided by the three contractors and City staff into a single contract with ABM Janitorial Services has created a more manageable restroom cleaning program at significant cost savings.

Operations Support staff have been impressed with ABM's work and their timeliness in getting the restrooms cleaned, considering they started their work during the peak of the summer season.

3. Beach maintenance activities are performed daily by crew members to ensure a safe and clean environment for the public. Since Memorial Day weekend, crew members have been working various shifts in order to maintain the beach areas when hand sweeping, collecting trash, street sweeping, fire ring maintenance, and other beach cleaning activities can be done effectively and safely. The table below shows the amount of beach trash collected and a significant reduction in the amount of staff overtime hours worked.

Newport Pier, Balboa Pier, & Corona del Mar State Beach Areas	2010	2011	Difference
Beach Trash Collected From Receptacles (tons)	104	100	(4)
Beach Cleaning (tons)	25	19	(6)
Hand Sweeping (cubic yards)	34	24	(10)
Street Sweeping (cubic yards)	50	49	(1)
Street Trash Receptacles (tons)	101	105	4
Total Overtime Hours Worked	1,901	1,679	(222)

- On Wednesday, September 7<sup>th</sup>, United Storm Water started their annual inspection and cleaning of the 3,231 catch basins and 17,090 lineal feet of open drainage ditches. These efforts meet the National Pollutant Discharge Elimination System (NPDES) mandates and are performed before the start of the rainy season. The contractor is in their third year of a five year contract.

With United Storm water inspecting and cleaning the City’s catch basins and open drainage ditches, the Storm Drain Maintenance Crew is able to focus on the on-going maintenance needs of the City’s tidal valve system, the cleaning of 100 catch basin filters, and removal of 435 inlet guards.

- On Wednesday, August 24<sup>th</sup>, Municipal Operations crews responded to clean a spill from a container of cooking oil that tipped over inside a commercial truck at the intersection of north bound Jamboree Road and Bristol Street. Operations Support Supervisors Joe Delgado and Tom Miller were first to arrive at the scene and quickly assessed the situation. The Newport Beach Police Department worked closely with crew members as they barricaded off two lanes of Jamboree Road in order to safely begin the clean up process.

Following the application of sand and absorbent materials to soak up the liquid, staff utilized the City’s mechanical street sweeper and pressure washing equipment to remove the remaining oil residue from the street. Finally, the City’s vactor truck was brought on-scene to reclaim the wastewater from the pressure washing. By 10:30 a.m. the busy arterial road was completely cleaned and safe for travel. The cleanup required nine General Services employees working four hours to complete. Crews provided a timely and professional response to this challenging clean-up effort.



6. This year grunion season started on March 4<sup>th</sup>, grunions leave the water at night to spawn on the beach during the spring and summer months two to six nights after the full and new moons. Spawning begins after high tide and continues for several hours. On Friday, August 26<sup>th</sup> will mark the end of this year's grunion season.

The Beach Grooming Protocol was in place for many coastal cities to follow and adhere due to the sixth month spawning period. During this time, Beach Maintenance staff is not allowed to clean below the high tide line to remove seaweed/kelp and other debris.

Staff was careful to keep the mechanized equipment above the high water mark during the grunion runs to protect the grunion eggs. On Monday, August 29<sup>th</sup>, staff started cleaning the lower sections of the ocean front beaches again.

### **Big Surf and High Tides**

The morning of August 31, a combination high surf and tide event brought waves crashing into the Balboa Pier parking lot and across the Peninsula Park field between A and B Streets. The flooding was caused by a Tahitian Swell that was projected to arrive along our oceanfront beaches later in the evening of August 31. When the updated report was confirmed by Lifeguard staff, Operations Support and Utilities crew members were immediately dispatched to build sand berms and energy dissipating ditches in front of municipal parking lots, all beach driveways in the A and B Streets, the Junior Lifeguard facility, and areas bordering G



Street.



Field Maintenance and Parks division staff set out flooded barricades along Balboa Boulevard between Adams and B Streets, and in the surrounding areas within the Balboa Village commercial district.

Additional staff also brought out pumps to be stationed at street ends and parking lots. With additional large swells and projected high tides through the end of the week, equipment operators continued to build 6' to 8' tall berms to reduce the potential of additional flooding in the low-lying areas around Balboa Pier.



In the weeks following the event, the area will be cleaned and detailed, the berms will be taken down, and the beach will be restored to its previous condition. This rehabilitation effort will include the closure of Peninsula Park for turf renovation due to the salt water intrusion. Mitigation efforts to avoid decline of the entire turf area will include deep tine

aeration, gypsum application and addition of supplemental water to flush the salts out of the root zone.

*A great job by all involved!*

See attached Municipal Operations Department, Activities Reports for July and August 2011.

Submitted by:

A handwritten signature in black ink, appearing to read 'Dan P. Sereno', with a long horizontal flourish extending to the right.

Dan P. Sereno  
Parks and Trees Maintenance Superintendent

A handwritten signature in blue ink, appearing to read 'Jim Auger', with a long horizontal flourish extending to the right.

Jim Auger  
Operations Support Superintendent

Attachments: (A) Tree Activity Report 2011-2012  
(B) Municipal Operations Department, July and August 2011 Activities Reports





# Municipal Operations Department

Parks and Trees Division  
Fiscal Year 2011-2012

## Claim Removals

Month	# Trees	Location(s)
July-11	0	
August-11	0	

## Problem Tree Removals

Month	# Trees	Location(s)
July-11	0	
August-11	0	

## Reforestation Tree Removals

Month	# Trees	Location(s)
July-11	4	(2) trees at 321 Anade Avenue, (2) trees at Altura Drive
August-11	0	

<b>General Services Department Activities Report - July 2011</b>	<b>This Month</b>	<b>This Month Last Year</b>	<b>Total To Date</b>	<b>TTD Last Year</b>
<b>Asphalt/Concrete</b>				
Street Patching (Tons of Blacktop)	221	197	221	197
Sidewalk Repaired (sq. ft.)	2,980	3,815	2,980	3,815
Curb & Gutter Replacement (lin. ft.)	162	322	162	322
Sweeping, Beach Cleaning, Demo Materials (tons)	364	327	364	327
Asphalt/Concrete Recycled (tons)	256	292	256	292
<b>Signs &amp; Traffic Markings</b>				
Signs Made	36	135	36	135
Signs Installed	183	187	183	187
Decals	0	35	0	35
Special Purpose Signs/Banners Made	11	10	11	10
Street Striping (lin. ft.) Added/Replaced	51,292	2,685	51,292	2,685
Pavement Markings (including reflective)	50	47	50	47
Parking Stalls	7	2	7	2
Curb Painting (lin. ft.)	3,832	2,495	3,832	2,495
Thermoplastic (lin. ft.)	0	0	0	0
Sign Posts Installed	13	18	13	18
<b>Graffiti</b>				
Graffiti Incidents Removed by Staff	10	53	10	53
Graffiti Incidents Removed by Contractor	67	60	67	60
<b>Refuse Collection</b>				
Residential (tons)	2,994	3,079	2,994	3,079
Liquid HazMat Incidents	16	21	16	21
E-Waste Incidents	6	11	6	11
U-Waste Incidents	16	9	16	9
Recyclables (tons)	1,250	1,311	1,250	1,311
<b>Trees</b>				
Trimmed by Staff	11	11	11	11
Trimmed by Contractor	2,376	700	2,376	700
Removed	13	6	13	6
Planted	5	6	5	6
Roots Pruned by Contractor	2	0	2	0
Roots Pruned by Staff	4	6	4	6
<b>Automotive</b>				
Repairs	224	294	224	294
Preventive Maintenance Completed	58	80	58	80
PM Labor Hours	165	181	165	181
<b>Beach Maintenance</b>				
Beach Area Refuse (tons)	210	159	210	159
Beach Debris (tons)	75	85	75	85
<b>Sweeping/Storm Drain</b>				
Gutter Miles Swept	3,659	4,743	3,659	4,743
Sweeping Debris (cubic yards)	614	628	614	628
Storm Drain Debris (cubic yards)	25	46	25	46

<b>General Services Department Activities Report - August 2011</b>	<b>This Month</b>	<b>This Month Last Year</b>	<b>Total To Date</b>	<b>TTD Last Year</b>
<b>Asphalt/Concrete</b>				
Street Patching (Tons of Blacktop)	269	139	490	336
Sidewalk Repaired (sq. ft.)	3,585	3,372	6,565	7,187
Curb & Gutter Replacement (lin. ft.)	139	162	301	484
Sweeping, Beach Cleaning, Demo Materials (tons)	231	261	595	588
Asphalt/Concrete Recycled (tons)	328	180	584	472
<b>Signs &amp; Traffic Markings</b>				
Signs Made	201	29	237	164
Signs Installed	191	212	374	399
Decals	1	45	1	80
Special Purpose Signs/Banners Made	8	215	19	225
Street Striping (lin. ft.) Added/Replaced	19,358	4,156	70,650	6,841
Pavement Markings (including reflective)	67	27	117	74
Parking Stalls	4	0	11	2
Curb Painting (lin. ft.)	12,673	5,459	16,505	7,954
Thermoplastic (lin. ft.)	0	0	0	0
Sign Posts Installed	27	17	40	35
<b>Graffiti</b>				
Graffiti Incidents Removed by Staff	6	48	16	101
Graffiti Incidents Removed by Contractor	110	54	177	114
<b>Refuse Collection</b>				
Residential (tons)	3,048	2,932	6,041	6,011
Liquid HazMat Incidents	16	31	32	52
E-Waste Incidents	2	19	8	30
U-Waste Incidents	3	12	19	21
Recyclables (tons)	1,275	1,259	2,525	2,570
<b>Trees</b>				
Trimmed by Staff	8	12	19	23
Trimmed by Contractor	1,256	1,585	3,632	2,285
Removed	12	15	25	21
Planted	2	4	7	10
Roots Pruned by Contractor	12	0	14	0
Roots Pruned by Staff	6	0	10	6
<b>Automotive</b>				
Repairs	219	285	443	579
Preventive Maintenance Completed	72	84	130	164
PM Labor Hours	184	235	349	417
<b>Beach Maintenance</b>				
Beach Area Refuse (tons)	196	154	406	313
Beach Debris (tons)	76	75	151	160
<b>Sweeping/Storm Drain</b>				
Gutter Miles Swept	3,741	4,698	7,400	9,441
Sweeping Debris (cubic yards)	735	564	1,349	1,192
Storm Drain Debris (cubic yards)	23	23	48	69

**Recreation Services  
Monthly Activities Report**

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To: Parks, Beaches & Recreation Commission  
From: Sean Levin, Recreation Superintendent  
Re: Recreation Division Monthly Activities Report

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**COMING TO THE TIDE POOLS IN SPRING 2012!**

Marine Education Supervisor Michelle Clemente presented an update on the acquisition of a new mobile aquarium to the Coastal Bay and Water Quality Citizens Advisory Committee on August 11.

The Traveling Tide Pool vehicle, a collaborative project between the City, the Department of Fish and Game, and the Newport Bay Conservancy, is scheduled to begin operating summer 2012. This vehicle will house local aquatic animals and will function as an interpretive center at Little Corona, while also traveling to local schools for outreach programs.

Acquisition of this vehicle through a grant will help us provide visitors with the opportunity to explore the tide pools without damaging them; learn to be good stewards of the marine environment, and expand our outreach potential.

**WHAT A GREAT SUMMER IT WAS FOR PINT-SIZED CAMPERS & THE SUMMER DAY CAMPS**

Pint-Sized Campers offered to the smallest 3 to 5 year old campers was held for 8 weeks and conducted by City Senior and Recreation Leaders. These one-week sessions featured visits from the Police and Fire Departments, a "Bubbleologist," furry puppies, and many more. This program was attended by 132 campers and up from the 120 that attended last summer.

Summer Day Camp was offered over the 10 weeks that children were out of school and conducted by the Youth Programs staff at two locations, the Community Youth Center in Corona del Mar and at the Balboa Community Center on the Peninsula. The most popular feature of both camps was the opportunity to spend most of their time at the beach, weekly excursions to places such as Disneyland, Knotts Berry Farm, and Wild Rivers. Registration for the summer topped at 883 children, an average of 80 children per week and up from the 877 registered last summer.



## **CHRISTMAS IN AUGUST?**

The Summer Day Campers participated in a unique opportunity this summer: they made tree ornaments for the nation's Capitol Christmas Tree! This year, the State of California was selected to provide the Capitol Christmas Tree, which will be displayed in Washington, DC throughout the 2011 holiday season. A 60 foot tree, located in the Sierra Nevada, is a gift to the nation from Stanislaus National Forest, California's "Range of Light." This is symbolic of this year's theme: "California Shines." The tree will serve as the holiday centerpiece on the lawn of our nation's Capitol. It is a long-standing tradition to have the children from the selected state create the ornaments for the Capitol Christmas Tree, and this year is no different. Over 5,000 large ornaments are needed to decorate the 60-foot tree. The Recreation staff wracked their brains to come up with large ornaments that campers could make that would represent Newport Beach. The result: decorated sand buckets with ocean waves, marine creatures, and Styrofoam ring buoys, all decorated by our campers' little hands! Their names are inside the buckets also! Season's Greetings from Newport Beach!



## **AND FALL IS JUST AROUND THE CORNER...**

...for Pre School 101, Active Kids and Flag Football programs, that is!

The Recreation & Senior Services Department fall registration began August 11<sup>th</sup> and enrollment for these three programs have been strong:

- Of the four Pre School 101 classes offered at Newport Coast Community Center and at Mariners, two are full with established waiting lists.
- Of the three Active Kids after school programs at CYC, Mariners and West Newport Community Center, the CYC and Mariners are full with waitlists and there are two spaces left at West Newport.
- Our most popular youth sports program, Flag Football has 350 youth enrolled! The games are held on Friday nights at Bonita Creek

## **WHAT'S NEW FROM MARINE PROTECTION & EDUCATION**



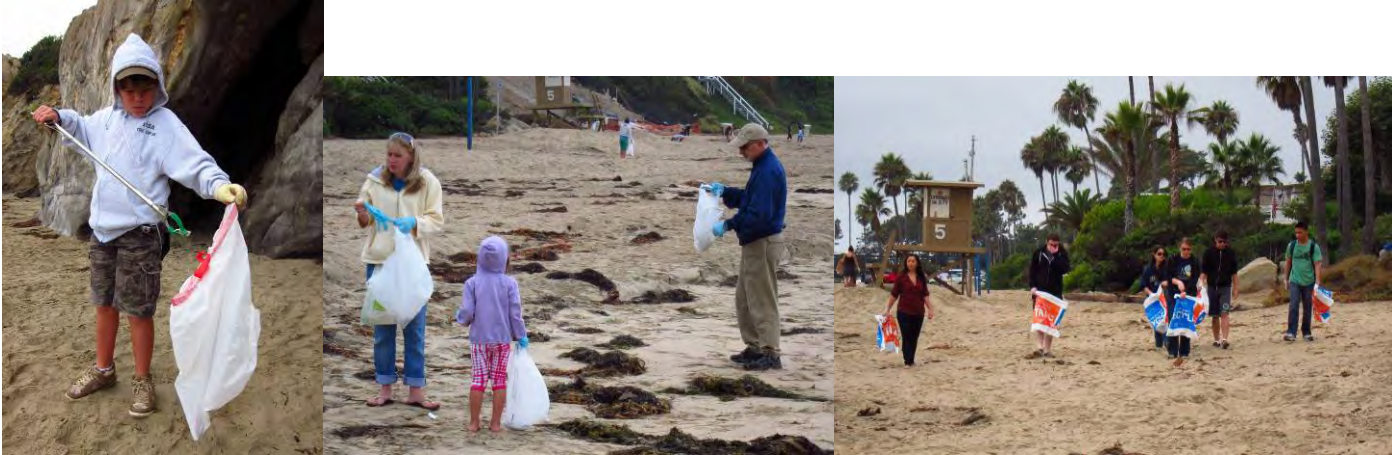
Ever wonder about the white sharks that live in our ocean, or the eelgrass that grows in the Newport Bay? How about the geology of the area or the threatened Western Snowy Plover? What about the marine environment or native plant restoration? These topics and more are the subject of the Orange County Natural History Lecture Series held the first Wednesday of each month at the Back Bay Science Center. Each lecture includes a presentation by an expert to a group of interested naturalists, docents, volunteers and the general public at 7pm. The Bay Back Science Center on Shellmaker Island is the perfect venue as it provides a casual atmosphere as well as encouraging interaction between the speaker and the audience, while using the state-of-the-art audio/visual equipment. This series is in its third successful year with plans to continue into the future.

Coming November 7: *Wetland Ecology & Restoration and Marine Mammals* presented by Gwen Goodman-Lowe, a marine biologist from CSU Long Beach. Join us! For lecture series information, go to <http://backbaysciencecenter.org/lectureseries.html>.

## **COASTAL CLEAN-UP DAY**

As a part of the largest volunteer event in California, on September 17<sup>th</sup> over 450 volunteers picked up trash in Newport Beach from the river jetty to Little Corona. With the trash collected from Back Bay over a ton of trash was collected from our city's waterways and beaches. This event is always a wonderful opportunity to not only remove trash, but also educate people about how to better stewards of our environment. Topics presented to

the public included water conservation and urban run-off, pollution and marine debris as well as the importance of parks for a healthy community. We all had fun, did some good work, and learned a little!



## **MARINE PROTECTED AREAS, THE MARINE LIFE PROTECTION ACT (MLPA) AND ORANGE COUNTY MARINE PROTECTED AREAS COUNCIL (OCMPAC)**

On September 15 the Fish and Game Commission announced that January 1, 2012 as the implementation date for the MLPA in the South Coast Study Region. Marine Protected Areas within Newport Beach include the newly named Crystal Cove State Marine Conservation Area (SMCA) which stretches from the east jetty at Big Corona to Abalone Point to the south, and the Upper Newport Bay SMCA.

As a part of the City's commitment to the implementation of the MLPA, staff works as a part of a regional collaborative, OCMPAC, which includes state and local agencies as well as academic organizations and NGOs. The California Department of Fish and Game and OCMPAC co-hosted a Marine Enforcement Training at Ocean Institute in Dana Point in September in preparation of the MLPA implementation. Attendees included representatives from the Coast Guard, California Department of Fish and Game, Orange County District Attorney's Office, law enforcement and marine safety from local agencies along with staff from Newport Beach's Recreation Department. Trainings such as these will be conducted throughout the MLPA implementation process in order to present clear and consistent information countywide.

## **COURT RESURFACING PROJECT**

Currently, the Department is in the process of resurfacing various City basketball and tennis courts which are done about every 4-6 years, depending on the amount of use. This year, the following courts are being resurfaced:

- Bonita Canyon Sports Park - Tennis & Basketball Courts
- Grant Howald Park - Basketball Courts
- Irvine Terrace Park – Tennis & Basketball Courts
- Bayview Park – Basketball Court
- 38<sup>th</sup> Street Park – Basketball Courts
- Balboa Island Park – Basketball Court
- Buffalo Hills Park – Basketball Court
- Channel Place Park – Basketball Court

Funds for this project were provided through the *Tennis Reserve Account - City Council Policy B-2*, which authorizes staff to set aside 20% of annual tennis class revenues to be used for court resurfacing.

## CAMPS & CLASSES

Season	Enrollment Total
Summer 2010	5,992
Summer 2011	<b>6,127</b>



## PARK PATROL INFO FOR SUMMER

From Memorial Day to Labor Day the Park Patrol Staff has been busy walking the beat at Corona del Mar State Beach 4 days a week Friday-Monday. The Park Patrol staff's role is to educate and enforce the rules to make the heavily used beach a safe and enjoyable experience for the thousands of folks that use it daily. Below is a by the numbers of contacts that were made during that time:

495 BBQ contacts	40 Glass Violations
388 Tent Contacts	60 Pallets Stopped
374 Charcoal Contacts	150 Dogs Advised
52 Sand Holes Stopped	20 Vendors Stopped
48 Smokers Stopped	31 Commercial Photo Shoots Advised
61 Alcohol Consumers Stopped	109 Fire Ring Disputes Resolved

## FACILITY RENTALS

During the period of July 16 – Sept 15, 2011 there were:

- 36 Picnic/Park Area Rentals
- 14 Room Rentals
- 12 Field Rentals
- 14 Gym Rentals

## **PARK PATROL**

Requested calls are assigned visits by staff or schedule or phone requests. Customer Contacts are the number of times they stopped and spoke to customers other than requested calls. Due to the timing of the meeting, these monthly summaries will be two months behind (i.e. in June you will receive April summary) During the month of **July/August** Park Patrol had the following number of contacts:

1. Requested Calls
  - **102 with Youth Sports Groups**
  - **183 Field related issues/checks**
  - **30 Park/Picnic/reservation issues/checks**
  - **197 Community Center issues/checks**
  - **32 Playground checks**
  - **42 other**
  - **CdM Beach Contacts**
    - **BBQ's-108**
    - **Tents-107**
  - 1 Pre-event check
  - 2 Post-event checks
  
2. **Public Contacts**
  - 483 education (due to the increased presence at CDM Beach)
  - 35 alcohol
  - 152 dog related

**Written Warnings Issued** – 1 for commercial activity at Buffalo Hills Park

**Citations Issued** - 1 Parking Citation at Buffalo Hills

## **SPECIAL EVENT PERMITS**

As of September 15, 2011, there were 167 Special Event Permits processed and issued for the year. Those events of note for this period are:

**CdM Chamber Classic Car Show**– CdM Beach, Sep 11, 2011 - Attendance: 1500

**Pacific Coast Triathlon**– PCH & Crystal Cove State Park, Sep 2011 - Attendance: 1000

## Senior Services Monthly Activities Report

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To: Parks, Beaches & Recreation Commission

From: Celeste Jardine-Haug, Senior Services Manager

Re: Senior Services Division Monthly Activities Report

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### **WHAT'S HAPPENING @ OASIS**

- **Classes and Activities** –

- ✚ Music classes and groups continue to grow at OASIS! The long-time ukulele group is going strong with close to 100 people strumming along with leader Tony Cappa every Monday afternoon. Senior Marianne Ripley leads a weekly hula lesson for 20 women.
- ✚ The “Sing and Pick Hootenanny Group” provides a place for senior musicians to jam together to folk and country songs. Other musical groups include Sing Along, Line Dancing, and Zumba- a Latin based dance/fitness class.
- ✚ **Senior Artists** – Senior art classes are growing and thriving at OASIS. Adults in their 50s, 60s, 70s, 80s and even 90s are developing their creative side in our state-of-the-art “Art Center”. OASIS offers a wide variety of art classes and workshops: beading, ceramics, drawing, knitting, oil painting, watercolor and woodcarving.



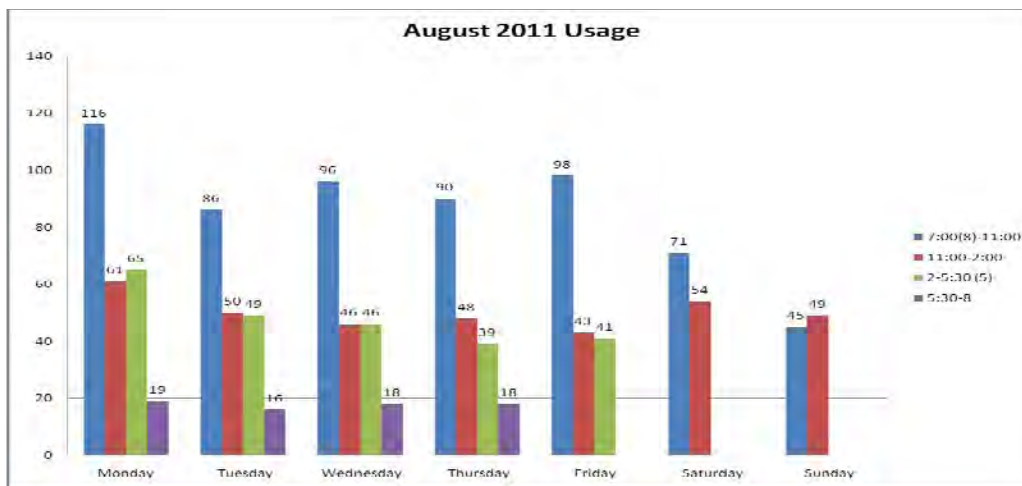
- **Expo** - The OASIS Senior Resources & Fitness Expo held August 24 was a success and enjoyed by vendors and attendees alike. Over 600 people attended the event with 55 vendor tables and provided the community useful information about senior oriented services and products. There were give-a-ways, free raffles with outstanding prizes and a fabulous BBQ lunch which served over 400 guests.

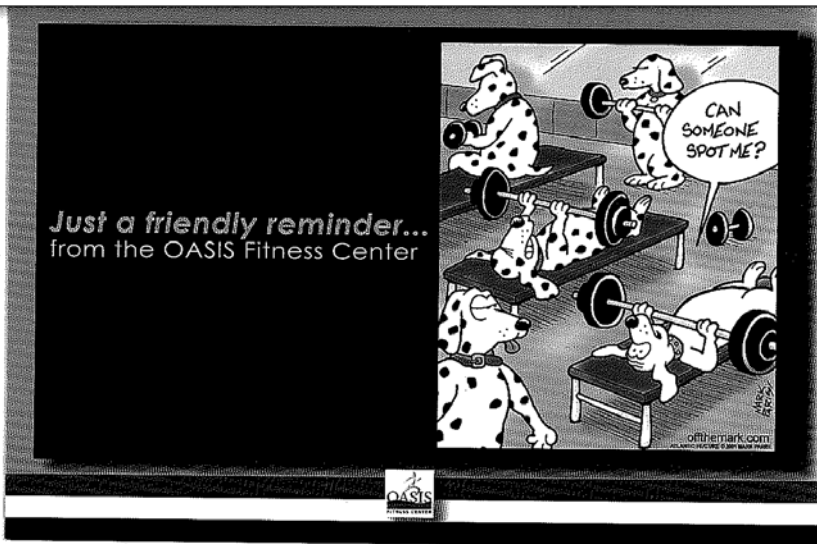
During the Expo participants had the opportunity to attend several different presentations offered by the OASIS Fitness Center personal trainers. Over 100 people attended the presentations which included topics on senior nutrition, fall proof/balance exercises and successful aging through exercise. The trainers received positive reviews and over 85% of participants polled said they would return if this was an annual event.



- **Fitness Center Update** - The Fitness Center continues to be a huge success at OASIS particularly the use of the Personal Trainers. The OASIS trainers have vast experience with older clients with special knowledge in the field of Gerontology.

The next hurdle for the Fitness Center will be to insure that the membership numbers continue at a high level by encouraging renewals as well as new memberships. Coordinator Leslie Hardy is working on marketing ideas to keep participation strong. Current participation numbers can be seen in the graph below.





## **OASIS SENIOR CENTER**

On October 4<sup>th</sup> – the Fitness Center will have its 1st Anniversary which means that it is time for many to renew their membership. Recreation Coordinator Leslie Hardy designed and sent out reminder cards and has already received 70 renewal memberships.

The Student Intern developed a short survey to all Fitness Center members to see how we are doing and requesting any suggestions. The survey was available online and in hard copy and staff has received over 137 responses. The

prominent comments describe how great and friendly staff and personal trainers are, cleanliness of the Center, and how well organized it is. Suggestions included adding clocks on the walls, shelves in the restrooms, and heavier free weights for men. Staff will review all the surveys as they come in and make improvements as needed.

**Events** –The wine and cheese social gathered about 100 people and is always a welcome opportunity for people to gather with friends. The Center birthday celebration included cake in the courtyard for about 200 people who joined us.

<b><u>Upcoming Events</u></b>	<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Responsible Staff</u></b>	<b><u>Phone</u></b>	<b><u>Location</u></b>
<i>Hike the Marine Protected Areas</i>	<i>Sat in Sep</i>	<i>10am, 2&amp;4pm</i>	<i>Michelle Clemente</i>	<i>644-3038</i>	<i>Little Corona</i>
<i>Back Bay Community Days</i>	<i>Sundays</i>	<i>10am</i>	<i>Michelle Clemente</i>	<i>644-3038</i>	<i>Back Bay Sci Ctr</i>
<i>Interpretive Table @ Little Corona</i>	<i>Weekends</i>	<i>10am-2pm</i>	<i>Michelle Clemente</i>	<i>644-3038</i>	<i>Little Corona</i>
<i>Biloxi Blues</i>	<i>9/16-10/16</i>	<i>8pm</i>	<i>NTAC</i>	<i>631-0288</i>	<i>NTAC</i>
<i>23d Annual Rec Surf Championships</i>	<i>9/24-25</i>	<i>8am</i>	<i>Matt Dingwall</i>	<i>644-3154</i>	<i>54<sup>th</sup>-56<sup>th</sup> Street</i>
<i>Hike the Marine Protected Areas</i>	<i>Sat in Oct</i>	<i>8am, 1&amp;3pm</i>	<i>Michelle Clemente</i>	<i>644-3038</i>	<i>Little Corona</i>
<i>Wetland Ecology &amp; Restoration</i>	<i>11/2</i>	<i>7pm</i>	<i>Michelle Clemente</i>	<i>644-3038</i>	<i>Back Bay Science Ctr</i>
<i>Sitting Pretty</i>	<i>11/11-12</i>	<i>8pm</i>	<i>NTAC</i>	<i>631-0288</i>	<i>NTAC</i>
<i>Tournament of Roses Excursion</i>	<i>01/02/12</i>	<i>5:45am</i>	<i>OASIS Parking Lot</i>	<i>718-1810</i>	<i>Friends of OASIS</i>

*"Your First Choice for Connecting People, Play & Programs"*

# July – August 2011 OASIS SENIOR CENTER UTILIZATION REPORT

<b>PARTICIPANTS ATTENDING</b>		<b>23,118 CUSTOMERS</b>	
RECREATIONAL CLASSES		3,116 CUSTOMERS	
FITNESS CENTER		5,778 CUSTOMERS	
PERSONALIZED SERVICES PROVIDED		4,434 CUSTOMERS	
Includes:			
Blood Pressure	121	Information/Referral	2700
Counseling-persons	105	Legal Assistance	26
Eldercare	0	Senior Assessment(hrs)	65
Employment	30	Telephone Reassurance	390
HICAP	15	Visual Screening	7
Housing counseling	75	Transportation Info	900
		Taxes (Seasonal)	
<b>SENIORS RECEIVING TRANSPORTATION SERVICES</b>		<b>2,574 RIDERS</b>	
Care-A-Van/Shuttle			
<b>CUSTOMERS RECEIVING NOON MEALS @ THE CENTER*</b>		<b>5,046 CUSTOMERS</b>	
*includes meals on wheels			
<b>VOLUNTEER SERVICES PROVIDED AT THE CENTER</b>		<b>2,375 HOURS</b>	
Includes: Kitchen & Home Delivered Meals (*equiv. to 18 full-time employees)			
Front Office		Travel Office	
Gift Shop		Library	
Instructors		President	
Treasurer		Vice President	
Bookkeeper		Taxes	
<b>PARTICIPANTS IN FRIENDS OF OASIS TRAVEL</b>		<b>380 CUSTOMERS</b>	
<u>Day Trips</u>		<u>Long Trips</u>	
Walt Disney Concert Hall	90		
San Diego Museum of Art	44		
Santa Barbara Polo Matches	39		
Pala & Viejas Casino	104		
Reagan Library	49		
Del Mar Races	54		
<b>SPECIAL EVENTS/SCREENINGS/LECTURES</b>		<b>1,790 PERSONS</b>	
Trail Trekkies	40	Senior Resources Expo	600
OASIS Golfers	221	UCI: Female Incontinence	50
Computer Friends	100	Pneumonia Vaccinations	19
Let's Go Trippin	111	Hoag - Pelvic Support	52
Big Band Seminar	204	Hearing Screening	57
Movie: Secritariat	50	Brown Bag	57
Wine and Cheese Social	47	VA Benefits Lecture	40
		BBO	85



## Municipal Operations Department

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PB&R Commission Agenda

Item No. 4

October 4, 2011

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** Mark Harmon, Director of Municipal Operations  
**SUBJECT:** *Donation, Dog Nuisance Dispenser*

A handwritten signature in black ink, appearing to read "Mark Harmon", written over a horizontal line.

### Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider the dog nuisance dispenser donation request at 19<sup>th</sup> Street and Bay Avenue West.

### Discussion

City Council Policy B-17 establishes criteria for parks, facilities, and recreation program donations within the City. The policy is structured to establish a fair and uniform procedure for making gifts to the City, and to make the donation process easier for staff and donors.

The City has received a donation request from the Central Newport Beach Community Association to donate a dog nuisance dispenser at 19<sup>th</sup> Street and West Bay Avenue. The dispenser will be purchased and stocked by the Central Newport Beach Community Association. The City will install the dispenser. The dispenser may significantly improve the environment of the proposed location by eliminating dog nuisances (Attachments B). There is no plaque associated with this donation.

Louise Fundenberg, President and Grace Dove, Director with the Central Newport Beach Community Association and Mayor Michael F. Henn have received a copy of this report and a notice of the Commission meeting.

Attachments: (A) Gifts for Tomorrow Order Request Form  
(B) Picture of proposed location  
(C) Aerial Map



Gifts for Tomorrow Order Request Form



Item #	Description
	<u>Dog Bag Dispenser &amp;</u>
	<u>Bag</u>
	<u>19<sup>th</sup> &amp; W Bay beach</u>



Contact Information

Louise Funderberg, Pres  
Name

P.O. Box 884  
Mailing Address

Newport Beach CA 92661



949-673-5981  
Phone

Louise Funderberg  
Signature



**DEDICATION PLAQUE INFO**  
Donors may elect to provide a dedicatory plaque if the value of the donation is greater than \$1,000. Contact city staff for more information.

Yes, I am interested in dedicatory plaque for my donation.

Plaque is donated for,

\_\_\_\_\_  
First Name Last Name



**NO**  
SMOKE  
CIGARETTES  
CIGARS  
TOBACCO  
CANNES  
FLAMMABLE LIQUIDS  
FLAMMABLE SOLIDS  
FLAMMABLE GASES  
FLAMMABLE POWDERS  
FLAMMABLE PASTES

**NO**  
**PARKING**  
**ANY TIME**

**SERVICE**  
**VEHICLES**  
**ONLY**



Proposed Location  
Donation, Dog Nuisance Dispenser

19TH ST

BAY AVE W



0 37M



## Municipal Operations Department

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PB&R Commission Agenda  
Item No. 5  
October 4, 2011

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** Mark Harmon, Director of Municipal Operation  
**SUBJECT:** *Reforestation Request*

A handwritten signature in blue ink, appearing to read "Mark Harmon", is written over the "FROM" and "SUBJECT" lines of the memo.

### Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider the reforestation request at 1218 Keel Drive, 1407 Outrigger Drive and Surfview Lane – Seabreeze Lane (greenbelt frontage) within the Harbor View Hills South community.

### Discussion

City Council Policy G-1, Reforestation of City Trees requires that individual property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

Per City Council Policy G-1, the Harbor View Hills South Homeowners Association, Board of Directors approved the removal of 11 City parkway trees.

The property owners have complied with the requirements of Policy G-1. The affected property owners will submit the full costs for removal and replacement of the City trees, approximately \$4,162.00 (\$220 for a 24” box replacement tree and \$1,742.00 for the removals). However, the affected property owners for the Surfview Lane – Seabreeze Lane trees agree to have the replacement trees planted elsewhere at a location the City deems appropriate.

Staff has attached a Tree Inspection Report, Tree Inventory Detail, and photographs related to this request.

Gary Edwards, President and Robert Shelton, City Tree Committee with the Harbor View Hills South Homeowners Association and Council Member Keith Curry have received a copy of this report and a notice of the Commission meeting.

Attachments: (A) Reforestation Check List  
(B) Policy G-1, Retention or Removal of City Trees, Reforestation of City Trees, pages 6 - 9  
(C) Harbor View Hills South HOA, Resolution of the Board of Directors  
(D) Tree Removal Request Applications  
(E) Tree Inspection Report  
(F) Tree Inventory Detail  
(G) Existing City trees pictures  
(H) Aerial Maps



General Services Director or designee concurs, then the applicant, the adjoining owners, private property owners on either side of the street within 500' in each direction of the tree location and a legally established community association, if applicable, shall be notified of the decision to remove or retain the tree within 30 days of the proposed removal. A legally established community association is responsible for notification of all association members pursuant to their established procedure. The General Services Director, or a designee, shall prepare a staff report for a regularly scheduled PB&R Commission meeting of all trees recommended for removal, except for those trees categorized in Paragraph C. (dead, diseased, or dying trees) or Paragraph E (claims and safety issues) in the preceding section on All Other City Trees. Only an applicant, an adjoining property owner, or a legally established community association, the City Manager, a PB&R Commissioner, or a Councilmember may appeal the decision of the General Services Director not to remove a tree to the Commission. The Commission, in considering any appeal, shall determine whether the removal meets the criteria outlined in this Policy, as well as any unique factors which may be pertinent to the removal or retention of tree(s). The decision of the Commission will be considered final unless called up by at least one Councilmember or the City Manager.

The General Services Department will delay any tree removal(s) for at least 14 calendar days following the date of the Commission decision in order to allow time for a Councilmember or the City Manager to call the item.

The City will replace all trees removed in accordance with the All Other City Trees removal criteria on a one for one basis. Replacement trees will be a minimum of a 36" boxed size. If 36" boxed trees are not available, or funding, or space constraints prevent planting of a large tree, then a minimum of a 24" boxed tree will be planted. The full costs of removal and replacement of Special or All Other Tree(s) will be the sole responsibility of the City, unless an applicant voluntarily pays for a new tree(s).

#### REFORESTATION OF CITY TREES

The concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of trees for the planted location is referred to as reforestation. The Urban Forester shall make a finding for the latter category of inappropriate tree species for a specific location. His determination may be appealed to the General Services Director whose decision will be final.

It is recognized and acknowledged that City trees were planted many years ago and in some cases were planted with specific species that when fully mature cause damage to curb, gutter, sidewalk or underground utilities. Within the geographical boundaries of certain view neighborhoods, City street trees may encroach into blue water views from public and private property depending on the length of time since the trees were last trimmed, or the age and height of the trees. In other cases, the wrong species of tree was planted originally and simply does not conform to the current treescape or represents a safety hazard.

Arborists continue to develop lists of tree species which will grow in restricted parkway areas without causing significant damage to curb, gutter, sidewalk, utilities or loss of views. The City Street Tree Designation List, which specifies a species for each City street reflects an effort by the City to prescribe appropriate tree species that will not cause future problems.

As a City which understands the importance of trees and the beauty they bring to a community, the City desires to continually improve the urban forest through reforestation. In areas where City trees have been removed through City initiation, the City will endeavor to replace the trees with the appropriate designated City tree.

Individual private property owners, as well as legally established community associations, may apply for single or multiple tree reforestations in their respective area by submitting a request to the General Services Director for consideration by the Commission that meets the following requirements:

- A. The proposed area must have clearly defined contiguous geographical boundaries that include the tree(s) proposed for removal and replacement, street address(es), block number(s), or other geographical information. This section applies to individual and group requests.
- B. Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined for reforestation. The petition content must be approved and dated by City staff prior to distribution by the petitioner. The staff-approved petition must be distributed by the petitioner to a maximum of 30 private property owners (up to 15 contiguous private property owners on both sides of the street up to 500' in either direction from the location of the proposed reforestation). Signatures by non-property owners are not acceptable for petition purposes. All petition signatures shall be verified by City staff for

property owner status of the person(s) signing the petition. As an alternative to the above requirements, areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation with a statement that all members of the community association having their residential views affected, have been officially notified and given an appropriate opportunity to respond before the Board voted on the request. Individual private property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

- C. Individual private property owners not residing within a legally established community association area may submit individual requests for single or multiple tree reforestations. The applicant must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable. The petition content must be approved and dated by staff prior to distribution. All petition signatures shall be verified by City staff for private property owner status of the person(s) signing the petition.
- D. A written agreement must be submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department. The total costs shall include only the contractor's removal and replacement costs and be paid in advance of any removal actions.
- E. The replacement tree(s) for reforestation shall be the Designated Street Tree(s) as prescribed by City Council Policy G-6, or the organization must request and obtain approval from the Commission of the designation of a different tree species prior to submitting any reforestation request for a tree species other than the designated street tree. This section applies to individual or group requests.
- F. There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in Council Policy G-6. If

there is not room for the replacement tree(s) at a specific site as prescribed by City Council Policy G-6, then the replacement tree(s) shall be planted in a public area in the same neighborhood at the option of the petitioner. This section applies to individual or group requests.

- G. Reforestation requests must be completed and submitted in a timely manner by the petitioner. Petitions that are dated more than 90 days in arrears from date stamped by staff before distribution will not be forwarded to the PB&R Commission for consideration.

The decision of the Commission on reforestation requests will be considered final unless called up by at least one Councilmember or the City Manager.

#### TREE MAINTENANCE

The City shall require the proper care and watering of replacement trees by the reforestation petitioner to ensure their proper growth and development as outlined in City Council Policy G-6. Furthermore, no person shall tamper with City trees in violation of Section 13.08.040 of the Municipal Code. Further, the City will endeavor to fund the care of the Urban Forest to the highest level possible through the efficient use of regular tree trimming, root pruning, root barrier and pesticide programs.

#### ENCROACHMENT AND DEMOLITION PERMITS

All encroachment permits (permits for private property development which are proposed to encroach upon the City right of way) or demolition permits that involve the removal or replacement of City tree(s) must be specifically noticed by the property owner to City staff prior to the building and/or demolition permit process whenever possible. The proposed construction plans must indicate preservation of existing City trees wherever possible (exempt: dead, dying, or in an advanced state of decline). If the proposed development, as deemed by the General Services Director, requires the removal of City trees, the property owner must submit a tree removal request to the General Services Director, shall pay all related tree removal and replacement costs (one for one replacement) and meet all provisions of Council Policies L-2 and L-6 and City Ordinances 13.08 and 13.09. Approval or disapproval of all tree removal/replacement requests associated with encroachment and demolition permits will be the responsibility of the General Services Director or a designee.

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## HARBOR VIEW HILLS HOMEOWNERS ASSOCIATION

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July 18, 2011

City of Newport Beach  
General Services Department  
P.O. Box 1768  
Newport Beach, CA 92658

Attention John Conway, Urban Forester

At its meeting July 12, 2011, the Board of Directors of the Harbor View Hills South HOA unanimously approved the following applications for Reforestation in this community.

3601 Seabreeze Lane: Remove one overgrown, view encroaching Brazilian Pepper and replace elsewhere. *NOT included in this reforestation request. Problem Tree Removal.*

Surfview - Seabreeze Lanes (greenbelt frontage): Remove nine Brazilian Peppers which are unsuited to the location due to ocean view encroachment for several residents. Replacement trees are to be located elsewhere.

1407 Outrigger Drive: Replace existing *carrotwood* <sup>RHS</sup> ~~orchid~~ with larger specimen to match other tree at that address. *magolia* <sup>RHS</sup>

1218 Keel Drive: Remove existing *carrotwood* ~~orchid~~ and replace with new specimen at specified location, same address.

Reforestation Applications enclosed.

All Applicants are committed to pay the costs of tree removal and replacement, per City Policy, pending PB&R Commission approval.

Sincerely,



Gary Edwards,  
President  
Harbor View Hills Homeowners Association



# CITY OF NEWPORT BEACH General Services Department

## Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (expect for holidays) at 7PM at the Council Chambers.

One tree replacement w/ Magnolia Homeowner to pay cost  
Indicate the number and specie(s), (if known) of tree(s).

Located at: 1218 Keel Dr., Corona del Mar, CA

*Please be as specific as possible*

### Requestor

- Property Owner
- Community Association
- Other \_\_\_\_\_

### Address/ Phone (Daytime) / Email

(949) 637-6671  
jrm@bayportyachts.com

Signature: [Handwritten Signature]

Date: 7-1-11

Print Name: J.R. Means

**If this is a reforestation request proceed to the reverse side of this form**

### Section A. For Tree Removal Requests Only

#### Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

- Proven and repeated history of damaging public or \*private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations. (\*Greater than \$500)
- Repeated history of significant interference with street or sidewalk drainage.
- Dying Has no prospect of recovery.
- Diseased Cannot be cured by current arboricultural methods.
- Hazardous In advanced state of decline with no prospect of recovery. Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.
- Beautification Project In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

**Section B. For Reforestation Requests Only**

Reforestation is the concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of tree(s) for the planted location.

**As initiated by:**

- Property Owner
- Community Association
- Other \_\_\_\_\_

**Check all items applicable:**

- Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
- Wrong tree species for location
- View encroachment
- Area has clearly defined contiguous boundaries that include the tree(s) proposed.
- Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.
- Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
- Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable.

\*A request for reforestation requires a written agreement submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (Individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department using the City tree maintenance contractor.

\*There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees and cost \$195 per tree, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in City Council Policy G-6.

This form does not replace the requirements of any of the City tree policies. Its use is intended to expedite the tree removal or reforestation requests and to ensure compliance with all City requirements. Please refer to individual City Council Policy G-1 for additional information.

Requestor Comments:

Homeowner to pay for replacement w/ St Mary's magnolia in designated spot.

*Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.*



# CITY OF NEWPORT BEACH General Services Department

## Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (expect for holidays) at 7PM at the Council Chambers.

Indicate the number and specie(s), (if known) of tree(s).

Located at: 1407 OUTRIGGER DRIVE

Please be as specific as possible

### Requestor

- Property Owner
- Community Association
- Other \_\_\_\_\_

### Address/ Phone (Daytime) / Email

1407 OUTRIGGER DR. 714 743 8528  
lweeshoff@cox.net

Signature: Lawrence E. Weeshoff

Date: 06/20/2011

Print Name: LAWRENCE E WEESHOFF

**If this is a reforestation request proceed to the reverse side of this form**

### Section A. For Tree Removal Requests Only

#### Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

Proven and repeated history of damaging public or \*private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.  
(\*Greater than \$500)

Repeated history of significant interference with street or sidewalk drainage.

Dying Has no prospect of recovery.

Diseased Cannot be cured by current arboricultural methods.

In advanced state of decline with no prospect of recovery.

Hazardous Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.

Beautification Project In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

**Section B. For Reforestation Requests Only**

Reforestation is the concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of tree(s) for the planted location.

**As initiated by:**

<input checked="" type="checkbox"/>	Property Owner
<input type="checkbox"/>	Community Association
<input type="checkbox"/>	Other _____

**Check all items applicable:**

- Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
- Wrong tree species for location
- View encroachment
- Area has clearly defined contiguous boundaries that include the tree(s) proposed.
- Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.
- Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
- Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable.

\*A request for reforestation requires a written agreement submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (Individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department using the City tree maintenance contractor.

\*There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees and cost \$195 per tree, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in City Council Policy G-6.

This form does not replace the requirements of any of the City tree policies. Its use is intended to expedite the tree removal or reforestation requests and to ensure compliance with all City requirements. Please refer to individual City Council Policy G-1 for additional information.

Requestor Comments: Left side of property, Please take care  
around what Irrigation system & Drain syst. Please indicate  
Owner wishes to replace one of 2  
City Trees w/ larger specimen.  
 Regards,  
*[Signature]*

**Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.**



# CITY OF NEWPORT BEACH General Services Department

## Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (except for holidays) at 7PM at the Council Chambers.

Indicate the number and specie(s), (if known) of tree(s).

9 Brazilian Peppers

Located at: between surfview & seahreeze - next to greenbelt

Please be as specific as possible

Requestor

- Property Owner
- Community Association
- Other \_\_\_\_\_

Address/ Phone (Daytime) / Email

3630 Surfview Ln

Signature:

Gwynn Parry

Date:

7/18/11

Print Name:

Gwynn Parry MD

**If this is a reforestation request proceed to the reverse side of this form**

### Section A. For Tree Removal Requests Only

#### Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

- Proven and repeated history of **damaging** public or \*private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.  
(\*Greater than \$500)
- Repeated history of **significant interference** with street or sidewalk drainage.
- Dying** Has no prospect of recovery.
- Diseased** Cannot be cured by current arboricultural methods.  
In advanced state of decline with no prospect of recovery.
- Hazardous** Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.
- Beautification Project** In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

**Section B. For Reforestation Requests Only**

Reforestation is the concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of tree(s) for the planted location.

**As initiated by:**

- Property Owner
- Community Association
- Other \_\_\_\_\_

**Check all items applicable:**

- Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
- Wrong tree species for location
- View encroachment
- Area has clearly defined contiguous boundaries that include the tree(s) proposed.
- Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.
- Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
- Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable.

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\*There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees and cost \$195 per tree, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in City Council Policy G-6.

**This form does not replace the requirements of any of the City tree policies. Its use is intended to expedite the tree removal or reforestation requests and to ensure compliance with all City requirements. Please refer to individual City Council Policy G-1 for additional information.**

Requestor Comments:

Applicant will contribute to (share) costs required by City.

Trees removed will not be replaced with other city trees at this location.

**Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.**



# CITY OF NEWPORT BEACH General Services Department

## Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (expect for holidays) at 7PM at the Council Chambers.

Indicate the number and specie(s), (if known) of tree(s).

9-10 Brazilian Pepper Trees on the connector street  
Located at: between Surfview & Seabreeze (especially three trees  
closest to Seabreeze).

Please be as specific as possible

Requestor

Property Owner  $\S$   
 Community Association  
 Other \_\_\_\_\_

Address/ Phone (Daytime) / Email

3800 SANDUNE LN.  
CORONA DEL MAR, CA 92625

Signature:

Date: 4-21-11

Print Name: JOHN FRENCH

**If this is a reforestation request proceed to the reverse side of this form**

### Section A. For Tree Removal Requests Only

#### Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

- Proven and repeated history of **damaging** public or \*private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.  
(\*Greater than \$500)
- Repeated history of significant interference with street or sidewalk drainage.
- Dying** Has no prospect of recovery.
- Diseased** Cannot be cured by current arboricultural methods.  
In advanced state of decline with no prospect of recovery.
- Hazardous** Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.
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**Section B. For Reforestation Requests Only**

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**As initiated by:**

- Property Owner
- Community Association
- Other \_\_\_\_\_

**Check all items applicable:**

- Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
- Wrong tree species for location
- View encroachment
- Area has clearly defined contiguous boundaries that include the tree(s) proposed.
- Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.
- Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
- Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable.

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\*There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees and cost \$195 per tree, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in City Council Policy G-6.

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Requestor Comments:

*Some or all of these trees block ocean views (we are an ocean view community). Collectively, several neighbors will pay the cost of replanting and reforesting these 10 trees.*

**Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.**



# CITY OF NEWPORT BEACH General Services Department

## Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (expect for holidays) at 7PM at the Council Chambers.

Indicate the number and specie(s), (if known) of tree(s).

9-10 Brazilian Pepper trees

Located at:

between Surferview & Seabreeze

Please be as specific as possible

Requestor

- Property Owner
- Community Association
- Other \_\_\_\_\_

Address/ Phone (Daytime) / Email

3807 Miller Hill Rd  
Carroll Port, CA  
92625

Signature:

Cheryl Murphy

Date:

April 22, 2011

Print Name:

Cheryl Murphy

**If this is a reforestation request proceed to the reverse side of this form**

### Section A. For Tree Removal Requests Only

#### Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

- Proven and repeated history of damaging public or \*private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.  
*(\*Greater than \$500)*
- Repeated history of significant interference with street or sidewalk drainage.
- Dying Has no prospect of recovery.
- Diseased Cannot be cured by current arboricultural methods.  
In advanced state of decline with no prospect of recovery.
- Hazardous Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.
- Beautification Project In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

**Section B. For Reforestation Requests Only**

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As initiated by:

- Property Owner
- Community Association
- Other \_\_\_\_\_

Check all items applicable:

- Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
- Wrong tree species for location
- View encroachment
- Area has clearly defined contiguous boundaries that include the tree(s) proposed.
- Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.
- Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
- Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable.

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Requestor Comments:

*Some of these trees "problem trees" encroach on ocean views for property owners in the neighborhood - we need policy "collectively" be cost of removing + replacing 10 trees.*

Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.



# CITY OF NEWPORT BEACH General Services Department

## Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (except for holidays) at 7PM at the Council Chambers.

Indicate the number and specie(s), (if known) of tree(s).

9-10 Brazilian Pepper trees

Located at: between Surfview & Seabreeze (along green belt)

Please be as specific as possible

Requestor

<input checked="" type="checkbox"/>	Property Owner S
<input type="checkbox"/>	Community Association
<input type="checkbox"/>	Other _____

Address/ Phone (Daytime) / Email

Craig & Janet Brown  
3727 Inlet Isle Dr.  
Corona del Mar, CA 92625  
Email: Janet.cabrera@yahoo.com  
Date: April 15, 2011

Signature:

Janet E Brown

Print Name:

Janet E. Brown

**If this is a reforestation request proceed to the reverse side of this form**

### Section A. For Tree Removal Requests Only

#### Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

- Proven and repeated history of **damaging** public or \*private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.  
(\*Greater than \$500)
- Repeated history of significant interference with street or sidewalk drainage.
- Dying** Has no prospect of recovery.
- Diseased** Cannot be cured by current arboricultural methods.  
In advanced state of decline with no prospect of recovery.
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### As initiated by:

- Property Owner S  
 Community Association  
 Other \_\_\_\_\_

### Check all items applicable:

- Tree(s) causing curb, gutter, sidewalk or underground utilities damage.  
 Wrong tree species for location  
 View encroachment  
 Area has clearly defined contiguous boundaries that include the tree(s) proposed.  
 Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.  
 Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.  
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#### Requestor Comments:

The views are different for each home owner but this group of trees - some are "problem trees" and they encroach on ocean views for us and several neighbors on 3 different streets. We will pay the cost of removing & replacing 10 trees.

*Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.*



# Municipal Operations Department

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## TREE INSPECTION REPORT

**Name:** Gary Edwards, President  
Robert Shelton, City Tree Committee  
Harbor View Hills Homeowners Association (HVHS)

**Request:** The HVHS Association is requesting on behalf of the property owners the removal and replacement of 11 City parkway trees, based on the criteria of City Council Policy G-1, Reforestation of City Trees.

**Tree Site Locations:** 1218 Keel Drive (1) tree removal  
    ○ Cupaniopsis anacardioides – Carrotwood, Front -2  
  
1407 Outrigger Drive (1) tree removal  
    ○ Cupaniopsis anacardioides – Carrotwood, Front -2  
  
3650 Surfview Lane – Seabreeze Lane (9) tree removals  
    ○ Schinus terebinthifolius – Brazilian Pepper, Front 3 - 10

**Designated Street Trees:** Magnolia grandiflora ‘St. Mary’ – Saint Mary Magnolia

**Estimated Tree Value:** \$18,940.00 (total of 11 City trees for removal)

**Damage:** N/A

**Parkway:**           **Concrete**                   **Brick**                   **Turf**                   **(X) Other**

**Comments:**

**Surfview – Seabreeze Lanes (greenbelt frontage)**

Remove nine Brazilian Pepper trees which are unsuited to the location due to ocean view encroachment for several residents. Replacement trees are to be located elsewhere.

**1407 Outrigger Drive**

Replace existing Carrotwood with larger specimen to match existing City Magnolia tree at same address.

**1218 Keel Drive**

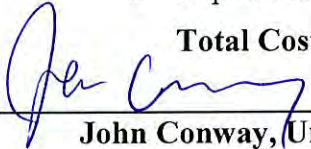
Remove existing Orchid and replace with new specimen at specified location, same address.

A field inspection confirmed the trees on Surfview – Seabreeze Lanes, are creating a view encroachment for the adjacent homeowners. Additionally, the Brazilian Peppers are incorrect tree species for location.

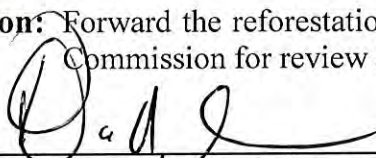
Estimated reforestation costs:

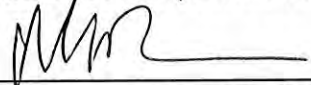
- Removals (11 City trees) = \$1,742.00
- Replacements (24” box trees at \$220 each x 11) = \$2,420.00

**Total Cost - \$4,162.00**

**Inspected by:**  **Date:** September 22, 2011  
**John Conway, Urban Forester**

**Recommendation:** Forward the reforestation request to the Parks, Beaches and Recreation Commission for review and approval.

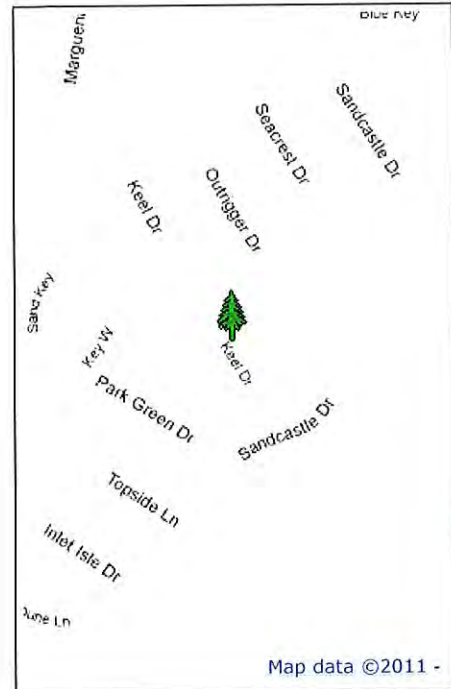
**Reviewed by:**  **Date:** September 22, 2011  
**Dan P. Sereno, Parks and Trees Superintendent**

**Reviewed by:**  **Date:** 9-26-11  
**Mike Pisani, Deputy Director of Municipal Operations**

Show/Hide Map    Print Report

### Inventory Detail

Dist: 8  
 Address: 1218 KEEL DR  
 Fictitious: No  
 Location: Front-1  
 On Address: 1218 KEEL DR  
 Species: *Cupaniopsis anacardioides*, CARROTWOOD  
 DBH/Height: 07-12 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380



### WCA Work History

Date	Work Type	Amount	Job#
4/28/2011	Service Request Pruning	\$39.00	16790
4/3/2008	Grid Pruning	\$39.00	11060
7/20/2006	Grid Pruning	\$39.00	9765
4/8/2005	Service Request Pruning	\$39.00	7334
1/26/2004	Grid Trimming	\$39.00	6071
9/2/2002	Grid Trimming	\$39.00	5154
3/8/2001	Service Request	\$39.00	3874
6/19/2000	Grid Trimming	\$39.00	3524
3/24/1999	Grid Trimming	\$39.00	2438

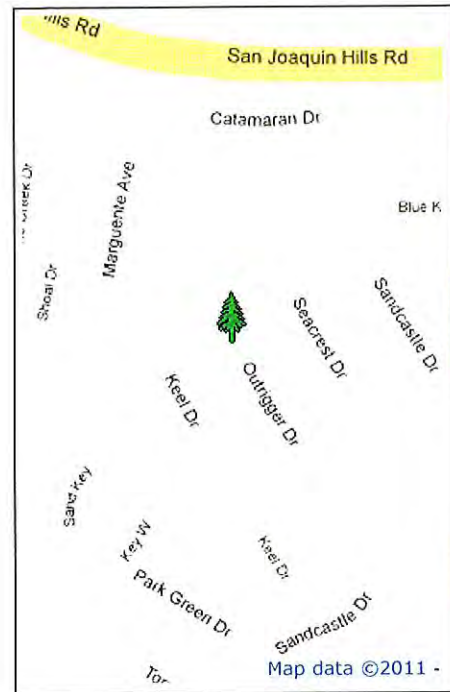
### Other Work History

Date    Work Type    Crew    Acct#    Min

Show/Hide Map    Print Report

### Inventory Detail

Dist: 8  
 Address: 1407 OUTRIGGER DR  
 Fictitious: No  
 Location: Front-2  
 On Address: 1407 OUTRIGGER DR  
 Species: *Cupaniopsis anacardioides*, CARROTWOOD  
 DBH/Height: 07-12 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380



### WCA Work History

Date	Work Type	Amount	Job#
4/9/2008	Grid Pruning	\$39.00	11060
7/20/2006	Grid Pruning	\$39.00	9765
4/6/2005	Service Request Pruning	\$39.00	7334
1/26/2004	Grid Trimming	\$39.00	6071
10/2/2002	Grid Trimming	\$39.00	5154
3/14/2001	Service Request	\$39.00	3874
6/19/2000	Grid Trimming	\$39.00	3524
3/23/1999	Grid Trimming	\$39.00	2438

### Other Work History

Date    Work Type    Crew    Acct#    Min

Show/Hide Map    Print Report

### Inventory Detail

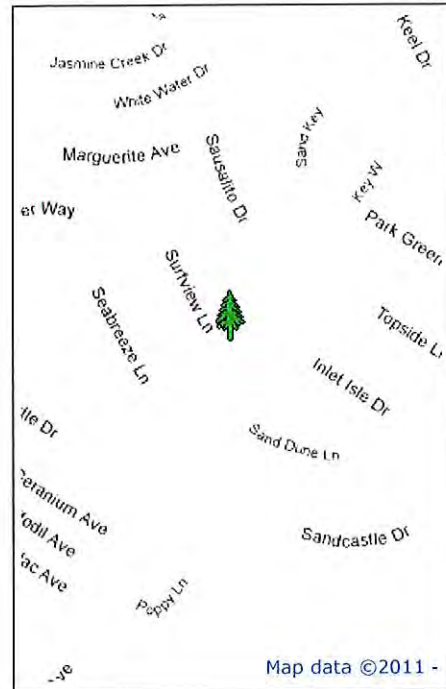
Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-1  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 07-12 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380

### WCA Work History

Date	Work Type	Amount	Job#
4/4/2008	Grid Pruning	\$39.00	11060
12/4/2007	Service Request Pruning	\$39.00	11063
7/31/2006	Grid Pruning	\$39.00	9765
4/25/2005	Service Request Pruning	\$39.00	7334
1/15/2004	Grid Trimming	\$39.00	6071

### Other Work History

Date	Work Type	Crew	Acct#	Min
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Show/Hide Map    Print Report

### Inventory Detail

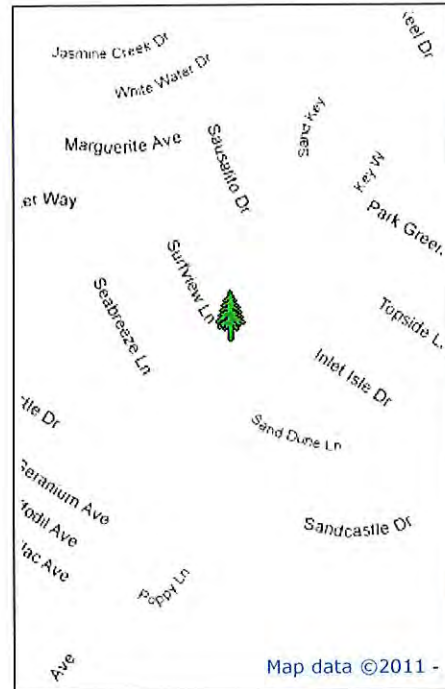
Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-2  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 07-12 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380

### WCA Work History

Date	Work Type	Amount	Job#
4/4/2008	Grid Pruning	\$39.00	11060
7/31/2006	Grid Pruning	\$39.00	9765
4/25/2005	Service Request Pruning	\$39.00	7334
1/15/2004	Grid Trimming	\$39.00	6071

### Other Work History

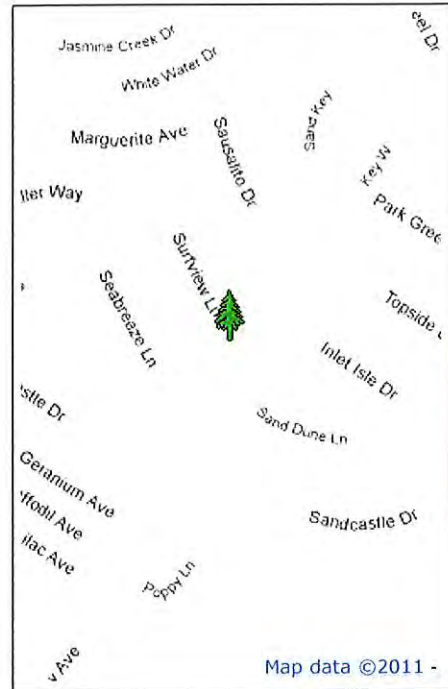
Date	Work Type	Crew	Acct#	Min
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Show/Hide Map    Print Report

### Inventory Detail

Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-3  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 07-12 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380



### WCA Work History

Date	Work Type	Amount	Job#
4/4/2008	Grid Pruning	\$39.00	11060
12/4/2007	Service Request Pruning	\$39.00	11063
7/31/2006	Grid Pruning	\$39.00	9765
4/25/2005	Service Request Pruning	\$39.00	7334
11/9/2004	Grid Pruning	\$39.00	7337
1/15/2004	Grid Trimming	\$39.00	6071

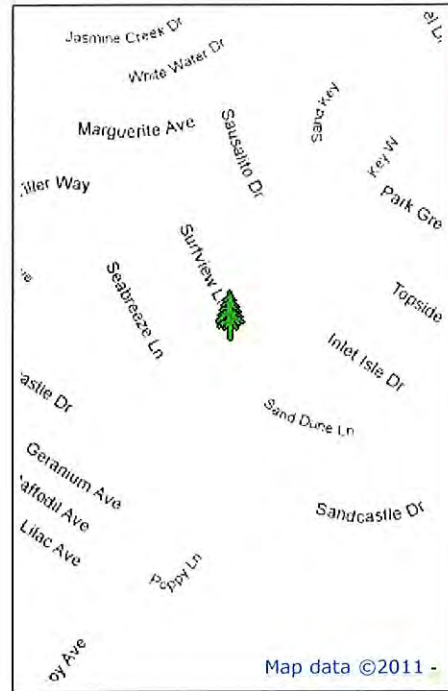
### Other Work History

Date	Work Type	Crew	Acct#	Min
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Show/Hide Map    Print Report

### Inventory Detail

Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-4  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 13-18 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$3,260



### WCA Work History

Date	Work Type	Amount	Job#
4/4/2008	Grid Pruning	\$39.00	11060
12/4/2007	Service Request Pruning	\$39.00	11063
7/31/2006	Grid Pruning	\$39.00	9765
4/25/2005	Service Request Pruning	\$39.00	7334
11/9/2004	Grid Pruning	\$39.00	7337
1/15/2004	Grid Trimming	\$39.00	6071

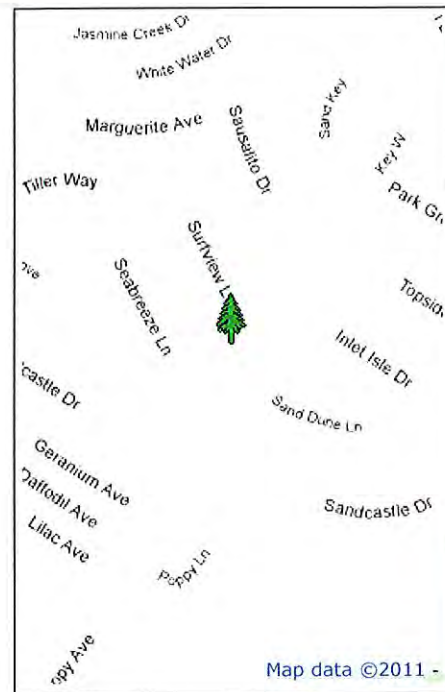
### Other Work History

Date	Work Type	Crew	Acct#	Min
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Show/Hide Map    Print Report

### Inventory Detail

Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-5  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 07-12 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380



### WCA Work History

Date	Work Type	Amount	Job#
4/4/2008	Grid Pruning	\$39.00	11060
12/4/2007	Service Request Pruning	\$39.00	11063
7/31/2006	Grid Pruning	\$39.00	9765
4/26/2005	Service Request Pruning	\$39.00	7334
11/9/2004	Grid Pruning	\$39.00	7337
1/15/2004	Grid Trimming	\$39.00	6071

### Other Work History

Date	Work Type	Crew	Acct#	Min
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[Show/Hide Map](#) [Print Report](#)

### Inventory Detail

Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-7  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 07-12 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380



### WCA Work History

Date	Work Type	Amount	Job#
4/4/2008	Grid Pruning	\$39.00	11060
12/4/2007	Service Request Pruning	\$39.00	11063
7/31/2006	Grid Pruning	\$39.00	9765
4/26/2005	Service Request Pruning	\$39.00	7334
1/15/2004	Grid Trimming	\$39.00	6071

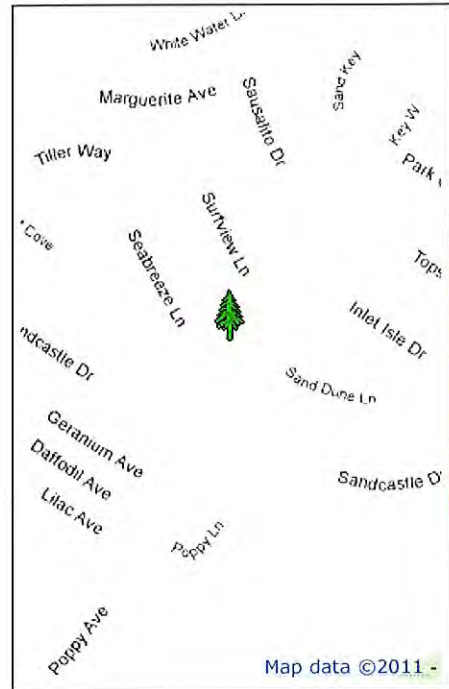
### Other Work History

Date	Work Type	Crew	Acct#	Min
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Show/Hide Map    Print Report

### Inventory Detail

Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-8  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 13-18 / 15-30  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$3,260



### WCA Work History

Date	Work Type	Amount	Job#
4/4/2008	Grid Pruning	\$39.00	11060
7/31/2006	Grid Pruning	\$39.00	9765
4/26/2005	Service Request Pruning	\$39.00	7334
1/15/2004	Grid Trimming	\$39.00	6071

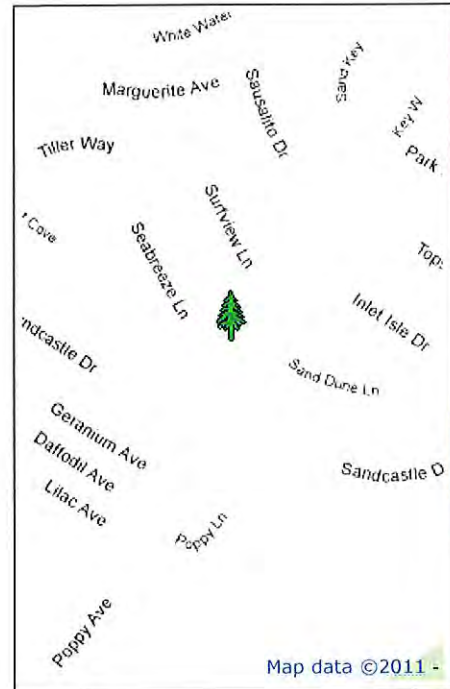
### Other Work History

Date	Work Type	Crew	Acct#	Min
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Show/Hide Map    Print Report

### Inventory Detail

Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-9  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 07-12 / 01-15  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380



### WCA Work History

Date	Work Type	Amount	Job#
2/26/2010	Service Request Pruning	\$39.00	14396
4/4/2008	Grid Pruning	\$39.00	11060
12/4/2007	Service Request Pruning	\$39.00	11063
7/31/2006	Grid Pruning	\$39.00	9765
4/26/2005	Service Request Pruning	\$39.00	7334
1/15/2004	Grid Trimming	\$39.00	6071

### Other Work History

Date	Work Type	Crew	Acct#	Min
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Show/Hide Map    Print Report

### Inventory Detail

Dist: 8  
 Address: 3650 SURFVIEW LN  
 Fictitious: Yes  
 Location: Front-10  
 On Address: 3650 SURFVIEW LN  
 Species: *Schinus terebinthifolius*, BRAZILIAN PEPPER  
 DBH/Height: 07-12 / 01-15  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$1,380



### WCA Work History

Date	Work Type	Amount	Job#
2/26/2010	Service Request Pruning	\$39.00	14396
4/4/2008	Grid Pruning	\$39.00	11060
12/4/2007	Service Request Pruning	\$39.00	11063
7/31/2006	Grid Pruning	\$39.00	9765
4/26/2005	Service Request Pruning	\$39.00	7334
1/15/2004	Grid Trimming	\$39.00	6071

### Other Work History

Date	Work Type	Crew	Acct#	Min
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1218 Keel Drive



# 1218 Keel Drive



## 1407 Outrigger Drive



# 1407 Outrigger Drive



**Surfview Lane – Seabreeze Lane**



**Surfview Lane – Seabreeze Lane**



# Surfview Lane – Seabreeze Lane





## Municipal Operations Department

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PB&R Commission Agenda

Item No. 6

October 4, 2011

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** Mark Harmon, Director of Municipal Operations  
**SUBJECT:** *Reforestation Request*

A handwritten signature in blue ink, likely belonging to Mark Harmon, the Director of Municipal Operations.

### Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider for approval the reforestation request for Ms. Tiffany Klarin, property owner at 1500 Sylvia Lane.

### Discussion

City Council Policy G-1, Reforestation of City Trees requires that individual property owners not residing within a legally established community association area may submit individual requests for single or multiple tree reforestations. The applicant must submit a petition signed by a minimum of 60% of property owners within the area defined for reforestation (see attached Council Policy G-1, pages 6-9, Reforestation of City Trees). The defined area (see attached color map) included a total of **32** property owners. This required the applicant to obtain **19** signatures in favor of the reforestation request of which **20** were obtained.

Per City Council Policy G-1, the City has received a petition from Ms. Tiffany Klarin with the required property owner signatures approving the removal of a City Brisbane Box parkway tree adjacent to 1500 Sylvia Lane.

The property owner is requesting removal of the City tree in order to accommodate the repair of her private fence and resolve the continuous plumbing problem as a result of the tree roots. However, upon inspection by City staff, it was determined the fence was installed 18" into public right-of-way. Staff informed the property owner to relocate the fence back to the property line rather than remove a healthy tree specimen.

The property owner has complied with the requirements of Policy G-1 and has agreed to assume the full costs of the removal and replacement of the City tree, approximately \$355.00 (\$160.00 for one 24" box replacement tree and \$195.00 for removal).

The designated parkway street tree is a *Tristania conferta* (Brisbane Box) tree which is a suitable specimen for the parkway.

Staff has attached a Tree Inspection Report, Tree Inventory Detail, and photographs related to the request.

Ms. Tiffany Klarin, Council Member Rush Hill and Mariners Community Association have received a copy of this report and a notice of the Commission meeting. Adjacent property owners were also notified of the Commission meeting.

- Attachments:
- (A) Reforestation Check List
  - (B) City Council Policy G-1, Reforestation of City Trees
  - (C) Tree Removal Request Application
  - (D) Tree Inspection Report
  - (E) Petitions
  - (F) Tree Inventory Detail
  - (G) Designated Street Tree Picture
  - (H) Picture of existing City trees
  - (I) Map of reforestation area



## Municipal Operations Department

### TREE INSPECTION REPORT

**Property Owner:** Tiffany Klarin  
1500 Sylvia Lane  
Newport Beach, CA 92660

**Tree Location:** 1500 Sylvia Lane, Side 2 on Deborah Lane

**Request:** The property owner is requesting removal of a City Brisbane Box tree in accordance with the removal criteria of City Council Policy G-1, Reforestation of City Trees.

**Tree Species:** Tristania conferta, Brisbane Box

**Designated Street Tree:** Tristania conferta, Brisbane Box

**Estimated Tree Value:** \$380.00

**Damage:** Damage to private fence and underground utilities damage

**Work History:** The Field Maintenance Division has no record of work history recorded for this site.

**Parkway:** Concrete    Brick    Turf    **(X) Other**

**Comments:** The property owner is requesting removal of the City tree in order to accommodate the repair of her private fence and resolve the continuous plumbing problem as a result of the tree roots. She noted the wrong tree species was planted for this location. See attached Tree Removal application.


A field inspection determined the fence was installed 18" into the City right-of-way. Staff informed the property owner to relocate the fence back to the property line rather than remove a healthy tree specimen. This tree species is a suitable size specimen for the parkway.

In order to accommodate the repair of the fence, the tree would require severe root pruning, however, this will jeopardize the stability of the tree and create a potential hazard.

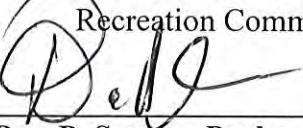
Estimated costs for reforestation of one City tree:

- Removal – \$195.00
- Replacement tree , 24" box - \$160.00

**Total Costs - \$355.00**

Inspected by:  Date: September 12, 2011  
John Conway, Urban Forester

**Recommendation:** Forward the reforestation request to the Parks, Beaches and Recreation Commission for review.

Reviewed by:  Date: September 12, 2011  
Dan P. Sereno, Parks and Trees Superintendent

Reviewed by:  Date: 9.15.11  
Mike Pisani, Deputy Municipal Operations Director



# Municipal Operations Department

## Reforestation Check List

	Verified by:	Urban Forester	Parks and Trees Superintendent	General Services Director
<input type="checkbox"/> Legally Established Homeowners Association		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Individual Private Property Owner(s)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Reforestation Application		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (90) days Reforestation Request Compliance		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Resolution of the Board of Directors, Minutes, Notices (Legally Established Homeowners Association)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Damage/Impact

<input type="checkbox"/> Blue Water View Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Incorrect Tree Species	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Hardscape Damage:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Curb/Gutter			
<input type="checkbox"/> Sidewalk			
<input checked="" type="checkbox"/> Utility			

### Individual Private Property Owner(s) ONLY

	Verified by:	Urban Forester	Parks and Trees Superintendent	General Services Director
<input type="checkbox"/> Written Agreement by Individual Property Owner(s)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Staff Approved Petition		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Property Owners Signatures Verified		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Meets 60% Reforestation Criteria:		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

# 32 Property owners notified % 62 Agreed with removal

Meets **Minimum** Reforestation Requirements:  YES  NO

Department Signature: [Signature]

Date: 9-26-11

City Attorney Reviewed: \_\_\_\_\_

Date: \_\_\_\_\_

General Services Director or designee concurs, then the applicant, the adjoining owners, private property owners on either side of the street within 500' in each direction of the tree location and a legally established community association, if applicable, shall be notified of the decision to remove or retain the tree within 30 days of the proposed removal. A legally established community association is responsible for notification of all association members pursuant to their established procedure. The General Services Director, or a designee, shall prepare a staff report for a regularly scheduled PB&R Commission meeting of all trees recommended for removal, except for those trees categorized in Paragraph C. (dead, diseased, or dying trees) or Paragraph E (claims and safety issues) in the preceding section on All Other City Trees. Only an applicant, an adjoining property owner, or a legally established community association, the City Manager, a PB&R Commissioner, or a Councilmember may appeal the decision of the General Services Director not to remove a tree to the Commission. The Commission, in considering any appeal, shall determine whether the removal meets the criteria outlined in this Policy, as well as any unique factors which may be pertinent to the removal or retention of tree(s). The decision of the Commission will be considered final unless called up by at least one Councilmember or the City Manager.

The General Services Department will delay any tree removal(s) for at least 14 calendar days following the date of the Commission decision in order to allow time for a Councilmember or the City Manager to call the item.

The City will replace all trees removed in accordance with the All Other City Trees removal criteria on a one for one basis. Replacement trees will be a minimum of a 36" boxed size. If 36" boxed trees are not available, or funding, or space constraints prevent planting of a large tree, then a minimum of a 24" boxed tree will be planted. The full costs of removal and replacement of Special or All Other Tree(s) will be the sole responsibility of the City, unless an applicant voluntarily pays for a new tree(s).

#### REFORESTATION OF CITY TREES

The concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of trees for the planted location is referred to as reforestation. The Urban Forester shall make a finding for the latter category of inappropriate tree species for a specific location. His determination may be appealed to the General Services Director whose decision will be final.

It is recognized and acknowledged that City trees were planted many years ago and in some cases were planted with specific species that when fully mature cause damage to curb, gutter, sidewalk or underground utilities. Within the geographical boundaries of certain view neighborhoods, City street trees may encroach into blue water views from public and private property depending on the length of time since the trees were last trimmed, or the age and height of the trees. In other cases, the wrong species of tree was planted originally and simply does not conform to the current treescape or represents a safety hazard.

Arborists continue to develop lists of tree species which will grow in restricted parkway areas without causing significant damage to curb, gutter, sidewalk, utilities or loss of views. The City Street Tree Designation List, which specifies a species for each City street reflects an effort by the City to prescribe appropriate tree species that will not cause future problems.

As a City which understands the importance of trees and the beauty they bring to a community, the City desires to continually improve the urban forest through reforestation. In areas where City trees have been removed through City initiation, the City will endeavor to replace the trees with the appropriate designated City tree.

Individual private property owners, as well as legally established community associations, may apply for single or multiple tree reforestations in their respective area by submitting a request to the General Services Director for consideration by the Commission that meets the following requirements:

- A. The proposed area must have clearly defined contiguous geographical boundaries that include the tree(s) proposed for removal and replacement, street address(es), block number(s), or other geographical information. This section applies to individual and group requests.
- B. Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined for reforestation. The petition content must be approved and dated by City staff prior to distribution by the petitioner. The staff-approved petition must be distributed by the petitioner to a maximum of 30 private property owners (up to 15 contiguous private property owners on both sides of the street up to 500' in either direction from the location of the proposed reforestation). Signatures by non-property owners are not acceptable for petition purposes. All petition signatures shall be verified by City staff for

property owner status of the person(s) signing the petition. As an alternative to the above requirements, areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation with a statement that all members of the community association having their residential views affected, have been officially notified and given an appropriate opportunity to respond before the Board voted on the request. Individual private property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

- C. Individual private property owners not residing within a legally established community association area may submit individual requests for single or multiple tree reforestations. The applicant must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable. The petition content must be approved and dated by staff prior to distribution. All petition signatures shall be verified by City staff for private property owner status of the person(s) signing the petition.
- D. A written agreement must be submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department. The total costs shall include only the contractor's removal and replacement costs and be paid in advance of any removal actions.
- E. The replacement tree(s) for reforestation shall be the Designated Street Tree(s) as prescribed by City Council Policy G-6, or the organization must request and obtain approval from the Commission of the designation of a different tree species prior to submitting any reforestation request for a tree species other than the designated street tree. This section applies to individual or group requests.
- F. There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in Council Policy G-6. If

there is not room for the replacement tree(s) at a specific site as prescribed by City Council Policy G-6, then the replacement tree(s) shall be planted in a public area in the same neighborhood at the option of the petitioner. This section applies to individual or group requests.

- G. Reforestation requests must be completed and submitted in a timely manner by the petitioner. Petitions that are dated more than 90 days in arrears from date stamped by staff before distribution will not be forwarded to the PB&R Commission for consideration.

The decision of the Commission on reforestation requests will be considered final unless called up by at least one Councilmember or the City Manager.

#### TREE MAINTENANCE

The City shall require the proper care and watering of replacement trees by the reforestation petitioner to ensure their proper growth and development as outlined in City Council Policy G-6. Furthermore, no person shall tamper with City trees in violation of Section 13.08.040 of the Municipal Code. Further, the City will endeavor to fund the care of the Urban Forest to the highest level possible through the efficient use of regular tree trimming, root pruning, root barrier and pesticide programs.

#### ENCROACHMENT AND DEMOLITION PERMITS

All encroachment permits (permits for private property development which are proposed to encroach upon the City right of way) or demolition permits that involve the removal or replacement of City tree(s) must be specifically noticed by the property owner to City staff prior to the building and/or demolition permit process whenever possible. The proposed construction plans must indicate preservation of existing City trees wherever possible (exempt: dead, dying, or in an advanced state of decline). If the proposed development, as deemed by the General Services Director, requires the removal of City trees, the property owner must submit a tree removal request to the General Services Director, shall pay all related tree removal and replacement costs (one for one replacement) and meet all provisions of Council Policies L-2 and L-6 and City Ordinances 13.08 and 13.09. Approval or disapproval of all tree removal/replacement requests associated with encroachment and demolition permits will be the responsibility of the General Services Director or a designee.



# CITY OF NEWPORT BEACH General Services Department

## Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am **requesting** a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (expect for holidays) at 7PM at the Council Chambers.

one Purple leaf plum tree

Indicate the number and specie(s), (if known) of tree(s).

Located at: 1500 Sylvia Lane 92660

Please be as specific as possible

### Requestor

- Property Owner
- Community Association
- Other \_\_\_\_\_

### Address/ Phone (Daytime) / Email

1500 Sylvia Lane 92660  
949 642-7584  
TKlarin@sbcglobal.net

Signature: \_\_\_\_\_

Date: 7/31/11

Print Name: Tiffany Klarin

**If this is a reforestation request proceed to the reverse side of this form →**

### Section A. For Tree Removal Requests Only

#### Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

Proven and repeated history of **damaging** public or \*private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.

(\*Greater than \$500)

Repeated history of **significant interference** with street or sidewalk drainage.

**Dying** Has no prospect of recovery.

**Diseased** Cannot be cured by current arboricultural methods.

**Hazardous** In advanced state of decline with no prospect of recovery.

**Hazardous** Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.

**Beautification Project** In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

## Section B. For Reforestation Requests Only

Reforestation is the concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of tree(s) for the planted location.

### As initiated by:

<input checked="" type="checkbox"/>	Property Owner
<input type="checkbox"/>	Community Association
<input type="checkbox"/>	Other _____

### Check all items applicable:

- Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
- Wrong tree species for location
- View encroachment
- Area has clearly defined contiguous boundaries that include the tree(s) proposed.
- Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.
- Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
- Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable.

\*A request for reforestation requires a written agreement submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (Individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department using the City tree maintenance contractor.

\*There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees and cost \$195 per tree, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in City Council Policy G-6.

This form does not replace the requirements of any of the City tree policies. Its use is intended to expedite the tree removal or reforestation requests and to ensure compliance with all City requirements. Please refer to individual City Council Policy G-1 for additional information.

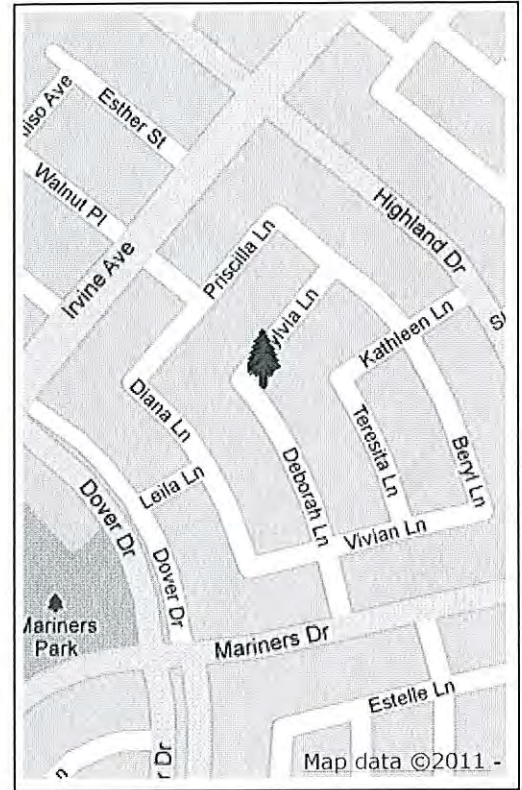
Requestor Comments: Thank you for the opportunity to participate in the Reforestation Program. We are anxious to contribute to the ecological beautification of our city. We look forward to planting a new tree that will add to the beauty of the area and solve the continuous problems we have had with plumbing and our fence as a result of the tree that is currently there.

*Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.*

Show/Hide Map    Print Report

### Inventory Detail

Dist: 16  
 Address: 1500 SYLVIA LN  
 Fictitious: Yes  
 Location: Side-1  
 On Address: 2020 DEBORAH LN  
 Species: *Lophostemon confertus*, BRISBANE BOX  
 DBH/Height: 07-12 / 30-45  
 Parkway Size: 99  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$2,070



### WCA Work History

Date	Work Type	Amount	Job#
7/6/2011	Grid Pruning	\$39.00	19262
4/29/2008	Grid Pruning	\$39.00	11060
4/15/2002	Grid Trimming	\$39.00	4184
1/28/2000	Grid Trimming	\$39.00	2866

### Other Work History

Date	Work Type	Crew	Acct#	Min
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Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

① Property Owner First and Last Name (please print): MARY ANN McGRATH

Business Name (if applicable): \_\_\_\_\_

Address: 1506 SYLVIA LN.

Phone #: 949 548-5901

Mary Ann McGrath Signature 7-31-11 Date

In favor of tree removal  MAM (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_  
\_\_\_\_\_

② Property Owner First and Last Name (please print): Marshall + Maria Solomon

Business Name (if applicable): \_\_\_\_\_

Address: 1539 SYLVIA LN

Phone #: 949-631-6753

Maria Sol Signature 7-31-11 Date

In favor of tree removal  MMS (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_  
\_\_\_\_\_

③ Property Owner First and Last Name (please print): SUSAN M. CONWAY

Business Name (if applicable): \_\_\_\_\_

Address: 1507 Sylvia Dr.

Phone #: 949-646-1159

Susan M Conway Signature 7/31/11 Date

In favor of tree removal  S/MC (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_  
\_\_\_\_\_

July 11, 2011

4 Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

Property Owner First and Last Name (please print): Kelly McCunniff

Business Name (if applicable): \_\_\_\_\_

Address: 1512 Sylvia Lane, NB CA 92660

Phone #: \_\_\_\_\_

[Signature]  
Signature

7/31/11  
Date

In favor of tree removal  [Initials] (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

5 Property Owner First and Last Name (please print): Todd Bashore

Business Name (if applicable): \_\_\_\_\_

Address: 2021 Deborah Lane

Phone #: 515-7550

[Signature]  
Signature

7/31/11  
Date

In favor of tree removal  [Initials] (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

6 Property Owner First and Last Name (please print): LINDA FLEMING

Business Name (if applicable): \_\_\_\_\_

Address: 2027 DEBORAH LN.

Phone #: 949.645.5337

[Signature]  
Signature

7/31/11  
Date

In favor of tree removal  [Initials] (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

7

Property Owner First and Last Name (please print): Wendy Leggett

Business Name (if applicable): \_\_\_\_\_

Address: 2018 Deborah Lane Newport Beach, CA 92660

Phone #: 949-722-8222

W Leggett  
Signature

7/31/11  
Date

In favor of tree removal  \_\_\_\_\_ (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

8

Property Owner First and Last Name (please print): ERIK WEIGAND

Business Name (if applicable): \_\_\_\_\_

Address: 1918 DEBORAH LANE, NEWPORT BEACH, CA 92660

Phone #: 949 836-4845

Erik Weigand  
Signature

7/31/11  
Date

In favor of tree removal  EKW (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

9

Property Owner First and Last Name (please print): THOMAS DAMIANI

Business Name (if applicable): \_\_\_\_\_

Address: 1900 DEBORAH LN

Phone #: 949 548 1971

Thomas Damiani  
Signature

07/31/11  
Date

In favor of tree removal  TD (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

10) Property Owner First and Last Name (please print): ✓ MARY PEARSON

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 1709 DEBORAH LANE, N.B 72640

Phone #: ✓ (949) 646-8671

✓ Mary Pearson Signature \_\_\_\_\_ ✓ 7/31/11 Date \_\_\_\_\_

✓ In favor of tree removal  MP (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

11) Property Owner First and Last Name (please print): ✓ Andre Paschow

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 1921 Deborah Lane

Phone #: ✓ 949/722-0983

✓ \_\_\_\_\_ Signature \_\_\_\_\_ ✓ 7/31/11 Date \_\_\_\_\_

✓ In favor of tree removal  AP (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

12) Property Owner First and Last Name (please print): ✓ Lora Glendinning

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 1915 Deborah Lane

Phone #: ✓ 949 646 6856

✓ Lora Glendinning Signature \_\_\_\_\_ ✓ 7/31/11 Date \_\_\_\_\_

✓ In favor of tree removal  LG (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map) July 11, 2011

13

Property Owner First and Last Name (please print): ✓ GUENTER H. GUTHOFF

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 2007 DEMORAH LANE, NEWPORT BEACH, CA 92660

Phone #: ✓ (949) 548-5023

✓ Q. H. Guthoff Signature ✓ 7-31-2011 Date

✓ In favor of tree removal  GHG (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

14

Property Owner First and Last Name (please print): ✓ ROSEMARY GUESMAN

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 1518 SYLVIA LANE

Phone #: ✓ 949-548-5440

✓ Rosemary Guesman Signature ✓ 7-31-11 Date

✓ In favor of tree removal  RSG (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

15

Property Owner First and Last Name (please print): ✓ Mary Orton

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 1530 Sylvia Lane, N.B.

Phone #: ✓ (949) 548 6496

✓ Mary Orton Signature ✓ 7/31/11 Date

✓ In favor of tree removal  MO (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

16) Property Owner First and Last Name (please print): ✓ Chris Felfe

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 1524 Sylvia Ln Newport Beach CA 92662

Phone #: ✓ 949 836 1915

✓  Signature ✓ 7/31/2011 Date

✓ In favor of tree removal  CF (initial) Oppose tree removal  \_\_\_\_\_ (initial)

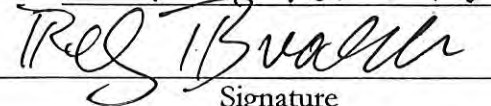
Comments: \_\_\_\_\_

17) Property Owner First and Last Name (please print): ✓ Reg Brockhaus

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 7521 Sylvia Lane

Phone #: ✓ 949 701 6466

✓  Signature ✓ 7 30 2011 Date

✓ In favor of tree removal  RB (initial) Oppose tree removal  \_\_\_\_\_ (initial)

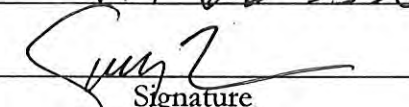
Comments: \_\_\_\_\_

18) Property Owner First and Last Name (please print): ✓ Sherry Kertman

Business Name (if applicable): \_\_\_\_\_

Address: ✓ 1515 Sylvia Lane, NB

Phone #: ✓ 949-642-3536

✓  Signature ✓ 7-31-2011 Date

✓ In favor of tree removal  SK (initial) Oppose tree removal  \_\_\_\_\_ (initial)

Comments: \_\_\_\_\_

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

19 Property Owner First and Last Name (please print):

DAVE SWANSON

Business Name (if applicable):

Address: 2015 DEBORAH LANE NB CA 92660

Phone #: 949 631-8589

Signature

7/31/11

Date

In favor of tree removal [X] DS (initial) Oppose tree removal [ ] (initial)

Comments:

20 Property Owner First and Last Name (please print):

PAUL PRIOLEAU

Business Name (if applicable):

Address: 1505 SYLVIA LANE, NEWPORT BCH 92660

Phone #: 949 645 5910

Signature

7/31/11

Date

In favor of tree removal [X] PP (initial) Oppose tree removal [ ] (initial)

Comments:

21 Property Owner First and Last Name (please print):

Michael Klarin

Business Name (if applicable):

Address: 1500 Sylvia Lane Newport Beach CA 92660

Phone #: 949 642-7584

Signature

7/31/11

Date

In favor of tree removal [X] MK (initial) Oppose tree removal [ ] (initial)

Comments:



**Tristania conferta – Brisbane Box  
Designated Street Tree**










# 1500 Sylvia Ln Reforestation Request



 Reforestation Area

 Applicant

 In Favor = 20

N

0 200 400

Feet



== CITY OF ==

# NEWPORT BEACH

## PB&R Commission Staff Report

Agenda Item No. 7  
October 4, 2011

**TO:** Parks, Beaches & Recreation Commission

**FROM:** Recreation Department  
Laura Detweiler, Recreation & Senior Services Director  
949-644-3157, LDetweiler@newportbeachca.gov

**TITLE:** Appointment of Beach Fire Rings Sub-Committee

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### **RECOMMENDATION:**

The Parks, Beaches & Recreation Commission Chair shall appoint a sub-committee of three Commissioners to review issues related to beach fire rings and return to the full Commission with recommended solutions.

### **DISCUSSION:**

The City Council has requested the Parks, Beaches and Recreation Commission review issues related to the City's beach fire rings and examine options to remedy these concerns. Fire rings are located on the beach in two areas including Corona del Mar (27 fire rings) and the Balboa Pier area (33 fire rings).

While fire rings are liked by many beachgoers, the City's and others' concerns about them include:

- Health impacts to nearby residents (especially in CdM) and other beachgoers (such as volleyball players) due to near-constant smoke and particulate matter from the rings' use.
- Safety of fire ring users and other beachgoers when hot ash is not doused or disposed of properly, or when individuals are injured after falling near or in a fire ring.
- Maintenance costs associated with cleaning the rings and replacing them.
- Beach curfew violations by persons using the fire rings who can be reluctant to leave the beach when directed to do so by Park Patrol or Police.

### **NOTICING:**

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the Parks, Beaches and Recreation Commission considers the item).

Submitted by:

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Laura Detweiler, Director  
Recreation & Senior Services Department