

DEPARTMENT OF PUBLIC WORKS  
BUREAU OF STREET SERVICES  
REPORT NO. #1

Date June 6, 2007  
CD Citywide

Honorable Board of Public Works  
of the City of Los Angeles

Commissioners:

**CITY OF LOS ANGELES PUBLIC LAND LANDSCAPE POLICY – REQUEST BOARD  
APPROVAL OF THE PROPOSED REVISIONS TO THE POLICIES FOR THE  
INSTALLATION AND PRESERVATION OF LANDSCAPING AND TREES ON PUBLIC  
PROPERTY**

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**RECOMMENDATION:**

That your Board review and approve the proposed revisions to the Policies and Preservation of Landscaping and Trees on Public Property within the City of Los Angeles.

**TRANSMITTALS:**

Proposed Revisions to the Policies and Preservation of Landscaping and Trees on Public Property.

**RECITAL:**

The City of Los Angeles adopted the Policies for the Installation and Preservation of Landscaping and Trees on Public Property in 1971. Since that time, no revisions have been made to that document. In response to the need for landscape policy revision, the Community Forest Advisory Committee (CFAC) and the Urban Forestry Division began review of the policies in 2004. The policies as adopted in 1971 set standards regarding the need for trees and landscaping, amount of vegetation, responsible parties, financial responsibility, and the design of projects on publicly owned or controlled land.

Since 1971, many changes have occurred in the City of Los Angeles' structure, need for landscaping and trees, and practices in the arboriculture and landscaping disciplines. The revisions now proposed attempt to reconcile the policy with existing City structure and current best management practices in the landscape and tree professions. Following is a summary of the policy revisions main points:

- 1 The general objectives of the currently proposed revisions are to utilize trees and landscaping to optimize their ecosystem services. Additionally, since 1971, the City has added street trees to the infrastructure elements in its General Plan and the

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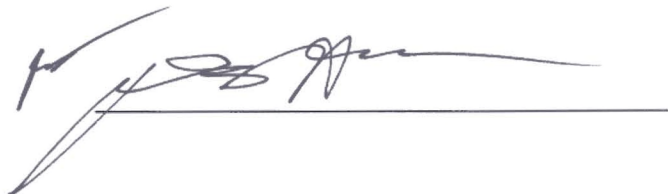
- proposed revisions make the City's policies commensurate with this vital element.
2. All public projects shall be designed to optimize tree and landscaping in fulfilling the general objectives.
  3. Financial responsibility for large projects may rest with the City. Residential projects generally are the responsibility of the abutting property owners.
  4. Authority and responsibility for projects shall be as follows:
    - a. Public right-of-way – Department of Public Works
    - b. Recreation and Parks land – Department of Recreation and Parks
    - c. Public buildings and grounds – Department of General Services
  5. All attempts should be made to preserve healthy and mature trees in all public lands.
  6. Removed trees shall be replaced on a tree trunk diameter inch-for-inch basis. In locations where tree replacement is not possible, a Reforestation Fund shall be created into which the monetary value of the necessary mitigation trees is placed.
  7. Tree types should be those that optimize benefits.
  8. Tree maintenance shall conform to current arboriculture principles.
  9. Design shall be by landscape designers/architects, arborists, urban foresters or other licensed professionals.
  10. The Bureau of Street Services shall be the lead agency and coordinator for the three affected Departments. CFAC shall advise City departments.
  11. Public education shall be developed to promote the importance of the urban forest.

The Bureau recommends the word prohibited be changed to discouraged in Section 5 Tree Preservation of the attached revisions. Additionally, City agencies affected by the 50% parking lot canopy coverage within ten years be informed of the need to include this in all future plans if the subject revisions are approved.

The Bureau is of the belief that these proposed policy changes will benefit the City, its residents, and the urban forest. Therefore, the Bureau requests your Board approve these revisions.

(RL----- GG----- NS)

Respectfully submitted,

A handwritten signature in blue ink, appearing to be "W. J. [unclear]", is written over a horizontal line.

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WILLIAM A. ROBERTSON, DIRECTOR  
BUREAU OF STREET SERVICES

Prepared by:

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Street Tree Division  
Ext. 5-5675

GG/RL:hb  
S:\Board Reports\Landscape Policy Revisions

**PROPOSED REVISIONS TO  
POLICIES FOR THE INSTALLATION AND PRESERVATION  
OF LANDSCAPING AND TREES ON PUBLIC PROPERTY  
[R:11/17/04]**

Adopted by City Council, September 21, 1971; amended January 10, 1972 (Council File Nos 70-1899; 132989 S-1 & S-2; 145282 S-1)

**1. GENERAL OBJECTIVES**

The urban forest is recognized as a vital infrastructure system essential to the quality of life in the City of Los Angeles. Tree canopy and landscaping are important factors in every neighborhood, enhancing aesthetics, mitigating the heat island effect, improving air quality, reducing storm-water runoff, providing economic, psychological, and sociological benefits to all inhabitants. Therefore, the planting of new trees, in particular those that will develop broad canopies, as well as the preservation of mature tree canopy and landscaping shall be considered to be a priority on all public property.

**2. PROPOSED IMPROVEMENT PROJECTS**

All proposed improvement projects shall be planned to provide the optimum tree cover and landscaping required for conformance to the above general objectives. This shall apply to all improvement projects undertaken by the City, by other public agencies, or by the private sector on land that is publicly controlled.

Trees and landscaping shall be provided in or adjacent to all parkways, on slopes adjacent to streets, in isolated land remnants, in or adjacent to all street frontages abutting public buildings or structures, in median and traffic islands, and on the grounds of public buildings.

In addition, priority shall be given to shading hardscape features such as parking lots, roofs, plazas, etc. An adequate number of trees shall be planted so that 50% of the parking-stall area in parking lots will be shaded within ten years. The only exception shall be when a conflicting use is planned, and implementation is to be within ten years of the parking lot's first day of use.

**3. FINANCIAL RESPONSIBILITY**

The installation of landscaping and trees which provide widespread general benefits to the public, such as on major and secondary streets, may be paid for by the City. In parkway areas located in residential neighborhoods, the abutting property owners generally provide landscaping and trees

**4. AUTHORITY AND RESPONSIBILITY**

**a. Within the Public Right of Way**

The Bureau of Street Services of the Department of Public Works has control over the approval and maintenance of all trees that are located within the public street right of way.

b. Recreation and Parks Department land

The Recreation and Parks Department is responsible for approving and maintaining trees and landscaping in all Recreation and Parks properties. The Department of Recreation and Parks is responsible for the preparation of improvement plans for landscaping and park tree installation within Recreation and Parks land.

c. Adjacent to Public Buildings and Grounds

The Department of General Services, in consultation with the City's Chief Forester, has primary responsibility for the landscaping and trees related to public buildings and their grounds, including publicly owned or operated parking lots, and the public ways.

5. TREE PRESERVATION

The cutting down or removal of structurally sound trees by City forces, or by private parties under contract with the City, shall be prohibited. Existing trees located on publicly controlled property shall not be removed unless necessitated by urgent reasons of safety, imminent death of the tree, unique requirements of individual trees, or to permit the installation of a greatly needed public facility or necessary infrastructure repair. Before removal of existing trees is approved, a detailed investigation of all possible alternatives shall be made. Such alternatives shall include, but are not limited to, the following:

- a. Developing alternate alignments and materials, especially for streets, sidewalks, and other hardscape, power and communications lines, storm drains, and sewers.
- b. Moving roadway alignments from one side of the right of way to the other, to avoid existing mature trees.
- c. Relocating tree to an appropriate nearby, neighborhood location, where appropriate, and in consultation with the local Neighborhood Council.
- d. Relocating sidewalks immediately adjacent to the roadway when location adjacent to the property line causes interference with trees.
- e. Relocating proposed buildings or other structures, including their structural elements, to avoid interference with existing trees.

Whenever the removal of three or more trees, or any outstanding or protected tree specimen, especially a large, historical or significantly handsome tree, is proposed, the following procedure shall be followed:

The Boards of Public Works and Recreation and Parks, shall have sole authority to grant or deny approval for the removal of structurally sound trees within their respective jurisdiction.

The following agencies shall be notified prior to approval:

The local Neighborhood Council, the Councilmember of the respective district, and the Community Forest Advisory Committee (CFAC) shall be consulted.

## 6. REPLACEMENT OF TREES

Whenever trees are removed, the existing trees' aggregate diameter, measured at breast height (D.B.H. or 4.5-feet above the ground: multi-trunk trees are to be measured immediately below the lowest trunk) shall be replaced at an equal or greater rate of caliper of new trees. Each one-inch D.B.H. of existing tree shall be replaced with a minimum one-inch caliper new tree. Replacement trees shall have a minimum caliper of 3/4-inch. For example, a single-trunk tree whose D.B.H. is 9 inches may be replaced with 9 trees of 1-inch caliper, or with 3 trees of 3-inch caliper: This replacement ratio should represent a minimum. If the replacement ratio cannot be achieved on an individual project, it should be applied on an area-wide basis.

All replacement trees shall be healthy, and free of kinked, root bound, or otherwise defective roots.

Highest priority for the planting of replacement trees shall be on the same property from which the original tree removal is to occur. If this is not possible, preference shall be given to planting the replacement tree(s) in the immediate neighborhood of its original location. Any replacement planting off-site of the original tree location shall be with the agreement of the property owner of the relocation site and coordinated with the local Neighborhood Council. If space is not available either on the original property or in the neighborhood of the original tree location, the property owner of the site from which the original tree is removed will be required to pay an assessment to the City's Reforestation Fund. The assessment will equal the full value of the tree as determined by using the latest edition of the tree valuation formula developed by the International Society of Arboriculture (ISA).

## 7 TYPES OF TREES

Tree types shall be selected with the goal of maximizing environmental, aesthetic, and other tree benefits balanced with acceptable maintenance levels. Wherever suitable, trees with accent foliage and/or showy blossoms, or California natives should be used. Trees that will eventually provide a wide canopy and significant shade shall be favored.

The type of trees installed in a particular publicly owned right of way shall conform to the master plan maintained by the Bureau of Street Services, Department of Public Works, and to one or more of the following:

Best management practices, suitable species for a site determined by the Department's arborist, Street Tree Planting Guide, and other professional tree planting guides. Deviations shall only be made with the approval of the Department of Public Works' Chief Forester.

The type of park trees installed in publicly owned parks shall conform to the plan approved by the Principal Forester of the Department of Recreation and Parks, and to one

or more of the following: best management practices, suitable species for a site determined by the Department's arborist, the Recreation and Parks Urban Forest Program, Street Tree Planning Guide, and other professional tree planting guides. Deviations shall only be made with the approval of the Department of Recreation and Parks' Principal Forester.

When community plantings are planned, the consensus of the property owners and residents shall be given heavy consideration.

The landscaping of publicly owned properties and parking lots shall conform with the City's Landscape Ordinance (Sections 12.40 through 12.43 LAMC [Appendix A]).

## 8. MAINTENANCE OF TREES

Maintenance of landscaping shall be based on the standards developed by the American National Standards Institute, ANSI A300, **Tree Care Operations** (latest edition), and other best practices for planting, pruning, and general maintenance. Agencies shall develop maintenance schedules for trees located on lands under the Agencies control.

## 9. DESIGN PERSONNEL

To insure a high degree of professional expertise, personnel responsible for directly supervising publicly owned or controlled trees, landscaping, and maintenance programs, and for preparing related improvement plans shall be licensed professionals in the field of landscape architecture, arboriculture, or urban forestry.

## 10. COORDINATOR FOR TREE AND LANDSCAPING PROGRAMS

The Bureau of Street Services, in the Department of Public Works, shall coordinate meetings as needed for program changes that affect multiple Departments. A Memorandum of Understanding (MOU) between the multiple Departments shall be established to assure the exchange of information, collaboration, and education. The MOU will include a method of cost sharing between the Agencies for supporting public education programs regarding tree maintenance and the City's annual Arbor Day celebrations.

The Community Forest Advisory Committee (CFAC) shall advise the City Departments in determining the landscaping and tree policy programs and the coordination of those programs. In addition, the CFAC shall report to the City Council on a quarterly basis, the Departments' progress toward establishing their respective landscaping and tree policies in accordance with these policies.

## 11. PUBLIC EDUCATION

The Departments of Public Works, Recreation and Parks, and Environmental Affairs shall collaboratively develop a program to educate the public regarding its responsibilities and rights under these policies. In addition, the program shall promote the public support of urban forestry programs.

## City of Los Angeles

## BOARD OF PUBLIC WORKS

**Wednesday, June 6, 2007**

9:30 a.m. - Edward R. Roybal BPW Session Room  
Room 350 City Hall  
200 North Spring Street  
Los Angeles, California 90012

Members: Cynthia M. Ruiz, President  
David Sickler, Vice President  
Paula A. Daniels  
Valerie Lynne Shaw

(James A. Gibson, Executive Officer 213-978-0261)

BPW agenda, related Board reports and attachments are available on the Internet at <http://www.lacity.org/BPW/index.html>

BPW meetings can be listened to by dialing:  
213-621-CITY (Metro), 818-904-9450 (Valley)  
310-471-CITY (Westside), 310-547-CITY (San Pedro Area)

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities.

Assistive listening devices are available at the meeting; upon advance notice, other accommodations, such as sign language interpretation, and translation services can be provided. Contact the Executive Officer's office at 213-978-0262. TDD available at 213-978-2310.

Written material supporting agenda items can be reviewed prior to each Board meeting at the public counter, 200 North Spring Street Room 355, between the hours of 8:00 a.m. and 4:00 p.m.

It is the policy of the Board of Public Works to provide opportunity for the public to address non-agenda matters which are under the Board's



jurisdiction, up to a cumulative total of 15 minutes at the beginning of each regular Board meeting. Additionally, it is the Board's policy to allow comment on individual agenda items subject to such time limits as the Board Chairperson may deem appropriate.

**PUBLIC COMMENTS:** Board will hear public testimony on non-agenda items under the Board's jurisdiction.

**DISPOSITION:** NO PUBLIC COMMENTARY

**MINUTES:** May 11, 2007 APPROVED

**AGENDA ITEMS**

(1)

JT#2 CONTRACT AWARD  
CE IPW Silver Lake Branch Library (Proposition DD – Library Bond Program W.O. E1700474)

Recommending Board waive the irregularity in the bid and award a contract in the amount of \$11,276,000.00 to Ford E.C, Inc.

CD 13

**DISPOSITION:** REPORT ADOPTED

(2)

**ASSESSMENT HEARING** Orion Avenue and Parthenia Street Street Lighting District Maintenance - City Council Hearing: 06-15-2007

CD 7

**DISPOSITION:** NO PROTESTS, RECOMMEND COUNCIL CONFIRM ASSESSMENTS

BPW06-06-2007

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(3)

**ASSESSMENT HEARING** Topham Street and Wilbur Avenue Street Lighting District Maintenance - City Council Hearing: 06-15-2007

CD 3

DISPOSITION: NO PROTESTS, RECOMMEND  
COUNCIL CONFIRM ASSESSMENTS

(4)

ASSESSMENT HEARING Superior Street and White Oak Avenue  
Street Lighting District Maintenance  
- City Council Hearing: 06-15-2007

CD 12

DISPOSITION: NO PROTESTS, RECOMMEND  
COUNCIL CONFIRM ASSESSMENTS

(5)

ASSESSMENT HEARING 11<sup>th</sup> Street and Cabrillo Avenue  
Street Lighting District Maintenance  
- City Council Hearing: 06-15-2007

CD 15

DISPOSITION: NO PROTESTS, RECOMMEND  
COUNCIL CONFIRM ASSESSMENTS

(6)

ASSESSMENT HEARING Topham Street and Lindley Avenue  
Street Lighting District Maintenance  
- City Council Hearing: 06-15-2007

CD 3

DISPOSITION: NO PROTESTS, RECOMMEND  
COUNCIL CONFIRM ASSESSMENTS

BPW06-06-2007

-3-

(7)

ASSESSMENT HEARING Wilshire Boulevard and Beaudry Avenue  
Street Lighting District Maintenance  
- City Council Hearing: 06-15-2007

CD 1

DISPOSITION: NO PROTESTS, RECOMMEND  
COUNCIL CONFIRM ASSESSMENTS

(8)

ASSESSMENT Lucas Avenue and Emerald Drive  
HEARING Street Lighting District Maintenance  
- City Council Hearing: 06-15-2007

CD 1

DISPOSITION: NO PROTESTS, RECOMMEND  
COUNCIL CONFIRM ASSESSMENTS

(9)

ASSESSMENT Murietta Avenue and Milbank Street  
HEARING Street Lighting District Maintenance  
- City Council Hearing: 06-15-2007

CD 2

DISPOSITION: NO PROTESTS, RECOMMEND  
COUNCIL CONFIRM ASSESSMENTS

(10)

#1 CE Recommending Board deny the appeal of Bureau of  
Engineering determination approving AT&T placement of  
an Above Ground Facilities (AGF) to accommodate the  
installation of a cabinet and power meter at  
1568 Genesee Avenue

CD 10

DISPOSITION: CONTINUED TO A DATE TO BE  
DETERMINED

BPW06-06-2007

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(11)

JT#1 CONTRACT AWARD  
CE IPW SAN Maintenance Hole Resetting (W.O. SZC11264,  
SSDMHADJ) in the amount of \$2,290,190.00 to  
All American Asphalt

CD all

DISPOSITION: REPORT ADOPTED

(12)

JT#1 Recommending Board authorize City Engineer to  
CE IPW advertise and distribute the Request for Qualifications to

establish a pre-qualified list of construction contractors

for the Wastewater Conveyance System Program  
(W.O. SWC00546)

CD all

DISPOSITION: REPORT ADOPTED

(13)

#1 ST POLICY

Recommending Board approve the proposed revisions  
to the Policies for the Installation and Preservation of  
Landscaping and Trees on Public Property

CD all

DISPOSITION: REPORT ADOPTED

(14)

#1 SL Recommending City Council adopt the Ordinance of  
Intention for annual assessment and conduct  
proceedings for maintenance and operation of the  
Los Angeles City Lighting Maintenance Assessment  
District for fiscal year 2007-08

CD all

DISPOSITION: REPORT ADOPTED, REFERRED  
TO CITY COUNCIL

BPW06-06-2007

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(15)

#2 SL Recommending City Council adopt the Ordinance of  
Intention for annual assessment and conduct  
proceedings for maintenance and operation of the  
1996-97 Z Series Street Lighting Maintenance  
Assessment District for fiscal year 2007-08

CD all

DISPOSITION: REPORT ADOPTED, REFERRED  
TO CITY COUNCIL

(16)

#3 SL Recommending City Council adopt the Ordinance of  
Intention for annual assessment and conduct  
proceedings for maintenance and operation of the  
Proposition 218 Confirmed Street Lighting Maintenance

Assessment District for fiscal year 2007-08

CD all

DISPOSITION: REPORT ADOPTED, REFERRED TO CITY COUNCIL

(17)

MOTION #1 Bureau of Engineering, recommending Board extend the bid receipt date for the Pacoima Neighborhood City Hall project (W.O. E160172F) from June 13, 2007 to June 27, 2007

CD 7

DISPOSITION: ADOPTED

BPW06-06-2007

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(18)

ADMIN ITEMS

Specifications submitted for Board adoption and authorization to advertise for the Invitation of Bids:

- 1) FOR THE NORTHEAST WILSHIRE AREA CEMENT SEWER REPAIR PROGRAM (CSRP) – UNIT 3

CD 4

Bid Receipt Date: July 11, 2007  
 Work Order No.: SZC11302  
 Total Est. Const. Cost: \$985,000.00

DISPOSITION: ADOPTED

(19)

COMMUNICATIONS

Film L.A., Inc. #1, requesting Board grant Fox 2000 permission to close the following streets on Thursday, June 7, 2007 from 8:00 p.m. to 5:00 a.m. for filming purposes:  
 Grand Avenue from 2<sup>nd</sup> Street to Hope Place;

Eastbound traffic lanes of 3<sup>rd</sup> Street from Grand Avenue to Hope Street

CD 9

DISPOSITION: APPROVED

(20)

COMMUNICATIONS

Allied Building Products Corp., transmitting Stop Notice in the amount of \$18,419.24 against Rosales Roofing, Inc. in connection with the Northridge Fire Station No. 87 project – contractor: Sinanian Development, Inc.

DISPOSITION: RECEIVED & FILED

BPW06-06-2007

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(21)

COMMUNICATIONS

Reliable Gardens, Inc., transmitting Stop Notice in the amount of \$153,548.46 in connection with the Van Nuys Air Operations Facility project – contractor: Swinerton Builders

DISPOSITION: RECEIVED & FILED

(22)

BIDS  
10:00 A.M.

Bids will be received at 10:00 a.m. for the following Public Works projects:

- 1) FOR CONSTRUCTION OF THE CRENSHAW FIRE STATION NO. 94 AT 4470 WEST COLISEUM STREET, LOS ANGELES, CA 90008 (W.O. E170062F)  
Estimate: \$12,300,000.00

- 2) FOR THE SAN PEDRO STREET – 92<sup>ND</sup> TO MANCHESTER AVENUE SEWER REPLACEMENT (W.O.E2000948)  
Estimate: \$698,400.00

DISPOSITION: BIDS RECEIVED, OPENED & DECLARED

BPW06-06-2007

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(23)

COMMUNI-  
CATIONS

Film L.A., Inc. #2, requesting Board grant Warner Brothers Television Productions permission to close the following streets for filming purposes:

Mateo Street from 4<sup>th</sup> Place to Santa Fe Avenue on Thursday, June 7, 2007 from 7:00 a.m. to 10:00 p.m.; Alternating east and west bound lanes of Santa Fe Avenue from Mateo Street to Palmetto Street on Thursday, June 7, 2007 from 3:00 p.m. to 11:00 p.m.

CD 14

DISPOSITION: APPROVED

(24)

COMMUNI-  
CATIONS

Film L.A., Inc. #3, requesting Board grant Film Bug, LLC permission to close 7<sup>th</sup> Street from Flower Street to Figueroa Street on Thursday, June 7, 2007 from 8:00 p.m. to 7:00 a.m. for filming purposes

CD 9

DISPOSITION: APPROVED

BPW06-06-2007

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\*\*\*END\*\*\*