

City Council

Mayor Neysa Hinton

Vice Mayor Patrick Slayter

Michael Carnacchi

Una Glass

Sarah Glade Gurney



Planning Director

Kari Svanstrom

Senior Administrative Assistant

Rebecca Mansour

City of Sebastopol Tree Board Staff Report

Meeting Date:

August 21, 2019

Agenda Item:

8A

To:

Tree Board

From:

Kari Svanstrom, Planning Director *KS*
Krystle Rizzi, Contract Planner *KR*

Subject:

Removal of 13 protected trees at Gravenstein Apartments

Recommendation:

Approve with Conditions

Applicant/Owner:

Burbank Housing, Marianne Lim

File Number:

2019-13

Address:

699 Gravenstein Highway North

CEQA Status:

Exempt

General Plan:

High Density Residential

Zoning:

Planned Community

Introduction:

The project applicant is seeking approval from the Tree Board for the removal of 14 trees, 13 of which are protected and 1 non-protected, on the property located at 699 Gravenstein Hwy North, also referred to as the Gravenstein Apartments.

Project Description:

The application proposes removal of the following trees: 7 redwoods, 4 alder, 2 oak, and 1 plum (not protected) due to its smaller size. Trees proposed for removal are located throughout the site as shown in the site photos and site plan submitted by the applicant and included as attachments to this report. The applicant is seeking approval to remove the trees as they are causing damage to structures and site improvements, including sidewalks, stairways, and building foundations. Additionally, three trees have been identified as diseased, and one tree is proposed for removal due to proximity of proposed construction.

Trees proposed for replacement include Chinese Elm (8) and Pacific Wax Myrtle (5) as shown on the site plan submitted by the applicant (see attached). This represents a 1:1 replacement ratio, which is less than the required 2:1 replacement ratio generally required by the City. However, as described in the arborist report, a 1:1 replacement ratio is sufficient for the site at this time as the site is densely covered and will remain so with the removal and replacement of trees. The arborist report also states that it is anticipated that future tree removal will likely be required for other trees at the site due to disease (alder borer, etc.) Any future tree removal will need to comply with the required 2:1 replacement ratio as prescribed in the SMC.

Environmental Review:

The proposed tree removal is categorically exempt from the requirements of the California Environmental Quality Act, pursuant to Section 15301, Class 1 which includes minor alterations to existing topographical features, such as the removal of a tree.

Public Comment:

Section 8.12.060.F of the Tree Protection Ordinance states that trees proposed for removal shall be marked by City staff with a form prescribed by the City. Notice of a Tree Removal Permit application shall be posted on the subject parcel, and in at least two public places within 300 feet of the affected trees, at least ten (10) calendar days prior to the date of the Sebastopol Tree Board meeting at which the application will be considered.

Notice of the tree removal was provided by the applicant at least ten (10) days before the Tree Board meeting with one notice posted on the subject parcel and two notices posted within three-hundred (300) feet of the subject parcel.

The City has received one comment via phone from a resident of the apartment. The commenter expressed concern over the proposed removal of trees.

City Departmental Comment:

Becky Duckles, the City Arborist, reviewed the application, conducted multiple site visits, and prepared an Arborist Report on April 11, 2019 and August 15, 2019. The City arborist determined that the proposed removal of trees is appropriate as they are damaging structures and other improvements or are diseased and dying. The reports are attached, and findings contained in the reports are reflected in this staff report.

Required Findings:

Section 8.12.060.D of the Tree Protection Ordinance states that a Tree Removal Permit may be approved when an International Society of Arboriculture (ISA) Certified Arborist has verified at least one of the following conditions:

1. *The tree is diseased or structurally unsound and, as a result, is likely to become a significant hazard to life or property within the next two (2) years.*
2. *The tree poses a likely foreseeable threat to life or property, which cannot be reasonably mitigated through pruning, root barriers, or other management methods.*
3. *The property owner can demonstrate that there are unreasonably onerous recurring maintenance issues, which are deemed necessary for safety or protection of property. The property owner is responsible for providing documentation to support such a claim.*
4. *A situation exists or is proposed in which structures or improvements, including, but not limited to, building additions, second units, swimming pools, and solar energy systems, such as solar panels, cannot be reasonably designed or altered to avoid the need for tree removal.*
5. *The tree has matured to such an extent that it is determined to be out of scale with adjacent structures and utilities, or with other landscape features.*

Discussion/Recommendation:

Director Svanstrom visited the site with the City arborist on the initial April 11th site visit and concurs with the arborists assessment. Staff feels that the removal and replacement proposed is appropriate for the site. As stated above, the City generally requires a 2:1 replacement ratio of trees. However, the site is densely covered with trees and additional replacement would be difficult and would eliminate the open play areas utilized by residents of the apartments. Additionally, as this is a 100% affordable housing development, staff does not feel that requiring the applicant to pay an in-lieu fee is necessary.

If there is a consensus that the subject trees warrant removal, staff recommends that the Board approve the application based on the facts, findings, and analysis set forth and subject to the conditions of approval contained herein.

Attachments:

1. Application Submittal Materials
2. City Arborist Report(s)

**TREE REMOVAL PERMIT
699 Gravenstein Hwy North
Removal of Protected Trees**

FINDINGS FOR APPROVAL

1. That the application is categorically exempt from the requirements of the California Environmental Quality Act, pursuant to Section 15301, Class 1 which includes minor alterations to existing topographical features, such as the removal of a tree.
2. That the City Arborist found that four (4) protected trees proposed for removal are diseased.
3. That the City Arborist found that trees proposed for removal are causing damage to sidewalks, stairways, foundations of structures, and other site improvements including ADA accessible improvements.
4. That the City Arborist has recommended removal of the trees in keeping with Tree Removal Criteria 1, 3 and 4.
5. That, as conditioned, the City arborist determined the species type and number of replacement trees will be appropriate and sufficient for the site.

CONDITIONS OF APPROVAL

1. The Tree Removal Permit shall be valid for a period of three (3) years, except that the applicant may request a one (1) year extension of this approval from the Planning Director, pursuant to Section 17.400.100 of the Zoning Ordinance.
2. Prior to installation, final species mix and location of replacement trees shall be determined by the City Arborist. Prior to planting replacement trees, the applicant shall obtain a letter from the City Arborist confirming the species mix and location and submit this to the Planning Department for review and approval.
3. Prior to planting, the applicant shall confirm that replacement trees will be irrigated through an establishment period of 2-3 years, and describe the method of irrigation. This information shall be provided to the Planning Department for review and approval.
4. Replacement trees shall be replanted within 12 months of the removal of trees.
5. During demolition, grading, or other construction activities within the driplines of protected trees a qualified, certified arborist shall be present to observe the work. Roots shall be carefully exposed to avoid damaging them. Any roots which cannot be preserved shall be cleanly cut under the supervision of the arborist. If, in the opinion of the arborist, the number of roots which must be cut significantly compromise the health and structural stability of the tree, they will recommend mitigation procedures or possible removal of the tree.
6. An Encroachment Permit may be required prior to tree removal. Please contact the Engineering Department prior to removal if work will be performed, or materials placed, in the public right-of-way. The phone number for the Engineering Department is (707) 823-2151.
7. Tree removals shall only take place during the following hours: Monday to Friday, from 7:00 A.M. to 8:00 P.M., and Saturday and Sunday, from 8:00 A.M. to 5:00 P.M. Additionally, no

tree shall be removed on any of the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Christmas Day, and Thanksgiving Day.

8. Any replacement trees that will reach a height greater than 20 feet at maturity shall not be planted within 20 feet (measured horizontally) of overhead utility lines.

Ms. Kari Svanstrom
Planning Department
City of Sebastopol
7120 Bodega Avenue
Sebastopol, CA 95472
707-823-6167

To Planning Department:

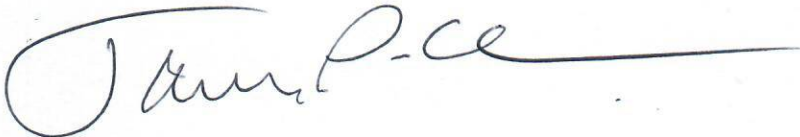
On behalf of Burbank Housing Development Corporation, please accept the **Tree Removal Application Package** for Gravenstein Apartments.

Enclosed in this package are the following documents:

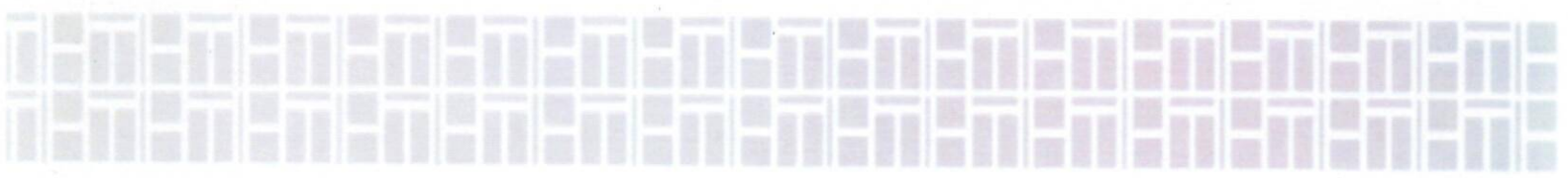
- 1) **Application Form – Completed and Signed by Applicant and Property Owner**
- 2) **Fee and current Fee Schedule (Check made out to City of Sebastopol)**
- 3) **Location Map**
- 4) **Written Statement**
- 5) **Site Plans (8.5 x 11, and 22x34)**
- 6) **Site Photographs**

Please let us know if you have any questions.

Sincerely,



Tam Le
Project Manager
Housing Tools
530-715-0744





City of Sebastopol

TREE REMOVAL PERMIT Application and Checklist

The submittal information shall be provided to the Planning Department. All submittal information shall be presented along with the related fees, and any additional information required by the Planning Department before the application can be accepted as complete.

Planning File #: _____
Date Filed: _____
Total Fee Paid: \$ _____
Received by: _____
Date Application Deemed Complete: _____

PROJECT INFORMATION

ADDRESS: 699 Gravenstein Highway North,
Sebastopol, CA 95472

ASSESSOR'S PARCEL #: 060-250-071, 060-250-072,
060-250-073

Applicant's Information

Owner's Information

Name: Burbank Housing Development Corporation
Address: 790 Sonoma Avenue
City, State, Zip: Santa Rosa, CA 95404
Phone #: 707-303-1006
Fax #: 707-303-1006
Email: mlim@burbankhousing.org
Signature: *[Signature]*

Name: Burbank Housing Development Corporation
Address: 790 Sonoma Avenue
City, State, Zip: Santa Rosa, CA 95404
Phone #: 707-303-1006
Fax #: 707-303-1006
Email: mlim@burbankhousing.org
Signature: *[Signature]*

I certify that this application is being made with my
consent

Date: 1/28/19

Date: 1/28/19

Location Key	Species of Tree	Diameter at 4 1/2 feet	Heritage Tree?	Area where tree is to be removed from?	Reason for Removal	Proposed Replacement
A	SEE ATTACHED TREE REMOVAL TABLE			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
B				<input type="checkbox"/> Yes <input type="checkbox"/> No		
C				<input type="checkbox"/> Yes <input type="checkbox"/> No		
D				<input type="checkbox"/> Yes <input type="checkbox"/> No		
E				<input type="checkbox"/> Yes <input type="checkbox"/> No		
F	EXAMPLES LISTED BELOW:			<input type="checkbox"/> Yes <input type="checkbox"/> No		
Sample	(Q. lobata) Valley Oak	22.5"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Back Yard near existing house	Large areas of decay in main trunk	4-15 Gallon live oaks, 2 here and 2 in the front yard
Sample	(S. semiperv.)	Multi trunks	<input type="checkbox"/> Yes	Front Yard	Root-sprouted;	2-15 gallon



City of Sebastopol

TREE REMOVAL PERMIT Application and Checklist

The submittal information shall be provided to the Planning Department. All submittal information shall be presented along with the related fees, and any additional information required by the Planning Department before the application can be accepted as complete.

Location Key	Species of Tree	Diameter at 4 ½ feet	Heritage Tree?	Area where tree is to be removed from?	Reason for Removal	Proposed Replacement
A	Redwood	24"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Too close to bldg. and existing staircase. Damage to foundation, existing concrete stair	Pacific Wax Myrtle
B	Redwood	20"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree too close to bldg. Damage to Bldg. foundation and interior concrete slabs	Chinese Elm
C	Redwood	20"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree planted too close to structure and underground gas pipe	Pacific Wax Myrtle
D	Redwood	22"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree too close to bldg. Damage to Bldg. foundation and interior concrete slabs	Chinese Elm
E	Alder	14"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree diseased_bark beetle	Chinese Elm

F	Redwood	20"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree too close to bldg. Damage to Bldg. foundation and interior concrete slabs	Pacific Wax Myrtle
G	Plum	13"	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	See Site Plan	Tree diseased_bark beetle	Chinese Elm
H,I,J	Alder	H=16", I=18", J= 12"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Trees diseased_bark beetle (all)	Chinese Elm
K	Redwood	20"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree too close to bldg. Damage to Bldg. foundation and interior concrete slabs	Pacific Wax Myrtle
M	Redwood	24"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree too close to proposed accessible ramp – necessary for accessible path of travel	Chinese Elm
N	Oak	18"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree too close to parking lot re-configuration. Parking lot reconfigured to save a 26" redwood.	Pacific Wax Myrtle
O	Oak	18"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Site Plan	Tree too close to carport. Damage to parking lot	Pacific Wax Myrtle

	Coast Redwood XXXXXXXXXX	5" - 9" diameter XXXX	XXXX		XXXXXX check; photocopy specimen/form.	XXXXXX renewal @ rear property line
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The submittal information shall be provided to the Planning Department. All submittal information shall be presented along with the Planning Application form, related fees, and any additional information required by the Planning Department before the application can be accepted as complete.

Upon receipt of this information the Planning Department has 30 days in which to determine if the application is complete. Once the application has been deemed complete, the project can be scheduled before the Tree Board. The Tree Board meets on the 1st and 3rd Wednesday of each month at Sebastopol City Hall, 7120 Bodega Avenue, Sebastopol, at 4:00 p.m.

The applicant and/or his representative must be present for any meetings. Failure to do so may result in the application being continued.

Size Limit: Plans should not be larger than 30" x 42" trimmed. All plans shall be folded into a 9" x 11" size. **Unfolded plans will not be accepted.**

Scale: The scale used on submittal plans shall generally be at a 1/8" = 1'0" for the architectural plans, 1" = 20' for site engineering plans. Include a north arrow, the scale and a bar scale on all plans.

- ☒ 1. **Application Form:**(1)
Completed and signed by applicant and property owner.
- ☒ 2. **Fee:** As defined on the fee schedule listed on the Master Planning Application. Checks should be made payable to the City of Sebastopol.
- ☒ 3. **Location Map:**(1)
Indicate the subject parcel(s) and adjacent streets on an 8 1/2" x 11" map.
- ☒ 4. **Written Statement:**(1)
Written Statement providing a description of tree(s) proposed to be removed.
- ☒ 5. **Site Plans:**(1 set)
Clearly show the location of the tree(s) proposed to be removed on the property.
- ☒ 6. **Site Photographs:** (1 set)
Clearly show the views of and from the project, including neighboring development. Include a key map indicating where the pictures were taken from and in what direction they were taken. Label the pictures accordingly. It is often desirable to provide the City with a series of overlapping photographs of the surrounding neighborhood that show a panoramic view. Polaroids or digital photos on a CD are acceptable.

INDEMNIFICATION AGREEMENT

"As part of this application, applicant agrees to defend, indemnify, release and hold harmless the City, its agents, officers, attorneys, employees, boards and commissions from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application or the adoption of the environmental document which accompanies it or otherwise arises out of or in connection with the City's action on this application. This indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the City's action on this application, whether or not there is concurrent passive or active negligence on the part of the City.

If, for any reason any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect."

Applicant's Signature Miriam Lim Date Signed 1/28/19 Planning File No. _____

NOTE: The purpose of the indemnification agreement is to allow the City to be held harmless in terms of potential legal costs and liabilities in conjunction with permit processing and approval.

NOTICE OF MAILING:

Effective immediately, email addresses or facsimiles will be used for sending out of staff reports and agendas to applicants, their representatives, property owners, and others to be notified if an email address or facsimile number is available.

Please sign and acknowledge you have been notified of the Notice of Mailing for applications and have provided an email address or fax number.

Marianne Lim 1/28/19
Signature

Marianne Lim
Director of Housing Development
Printed Name

Public Notification of Tree Removal

Trees proposed for removal shall be marked by THE APPLICANT with a form prescribed by the City (attached). Notice of a Tree Removal Permit application shall be posted on the subject parcel on affected tree(s), and in at least two public places within 300 feet of the affected trees, at least ten (10) calendar days prior to the date of the Sebastopol Tree Board meeting at which the application will be considered.

THIS IS TO CERTIFY THAT I, THE APPLICANT, AM RESPONSIBLE FOR POSTING THE TREE(S) PROPOSED FOR REMOVAL WITH THE ATTACHED FORM WITHIN 5 DAYS OF FILING THIS TREE REMOVAL APPLICATION. FAILURE TO POST THE PROPOSED TREE(S), AS REQUIRED, MAY RESULT IN THE APPLICATION BEING CONTINUED OR DENIED.

If you need help in posting the proposed tree(s), please contact the Planning Department at 707-823-6167

Please sign and acknowledge you have been notified of the Posting of Tree(s) Requirement

Marianne Lim 1/28/19
Signature

Marianne Lim
Director of Housing Development
Printed Name



City of Sebastopol

NOTICE OF REQUEST FOR APPROVAL TO REMOVE TREES

Species: _____

Address: _____ 699 Gravenstein Highway North, Sebastopol, CA 95472

Diameter at Breast Height (per tree): ____“ **d.b.h.**

Date Posted: _____ (5 days from filing of application)

Designation: Protected Native or Heritage Size

An application has been submitted to the Sebastopol Tree Board to remove a tree(s). Anyone who holds an interest in this tree may call the Sebastopol Planning Department at 707-823-6167.

_____ at Sebastopol City Hall, City Hall Conference Room, 7120 Bodega Avenue, Sebastopol at 4:00 p.m.

IT IS A MISDEMEANOR TO DEFACE OR REMOVE THIS NOTICE.

PLANNING FEES – FY 2018/19

CHECK ALL THAT APPLY	PERMIT TYPE	FEE TYPE	AMOUNT	SUPPLIES AND MAILING LIST PREPARATION FEE*	TOTAL
<input type="checkbox"/>	Adjustment	Fee	\$445.00	\$170.00	\$615.00
<input type="checkbox"/>	Administrative Permit Review – Minor	Fee	\$140.00	\$15.00	\$155.00
<input type="checkbox"/>	Administrative Permit Review	Fee	\$360.00	\$15.00	\$375.00
<input type="checkbox"/>	Administrative Time Extension	Fee	\$185.00	\$15.00	\$200.00
<input type="checkbox"/>	Annexation Request – Preliminary	Deposit	\$3,390.00	\$15.00	\$3,405.00
<input type="checkbox"/>	Annexation/Pre-zone Request	Deposit	\$6,615.00	\$215.00	\$6,830.00
<input type="checkbox"/>	Antenna Permit – Administrative	Fee	\$740.00	\$170.00	\$910.00
<input type="checkbox"/>	Appeal of Board, Commission or Staff Decisions	Fee	\$400.00	\$215.00	\$615.00
<input type="checkbox"/>	Building Permit Review Fee – Major	Fee	\$260.00	N/A	\$260.00
<input type="checkbox"/>	Building Permit Review Fee – Minor	Fee	\$100.00	N/A	\$100.00
<input type="checkbox"/>	Business License Application Review	Fee	\$35.00	N/A	\$35.00
<input type="checkbox"/>	Certificate of Compliance	Deposit	\$1,905.00	\$15.00	\$1,920.00
<input type="checkbox"/>	Design Review – Administrative	Fee	\$205.00	\$15.00	\$220.00
<input type="checkbox"/>	Design Review – Major Project	Deposit	\$1,370.00	\$35.00	\$1,405.00
<input type="checkbox"/>	Design Review – Minor Amendment	Fee	\$235.00	\$15.00	\$250.00
<input type="checkbox"/>	Design Review – Minor Project	Fee	\$350.00	\$15.00	\$365.00
<input type="checkbox"/>	Development Agreement	Deposit	\$12,505.00	\$215.00	\$12,720.00
<input type="checkbox"/>	Environmental Impact Report Review	Deposit	\$9,685.00	\$215.00	\$9,900.00
<input type="checkbox"/>	Filming Permit	Fee	\$555.00	\$15.00	\$570.00
<input type="checkbox"/>	Filming Permit – Non-Profit or Student	Fee	\$150.00	\$15.00	\$165.00
<input type="checkbox"/>	Filming Permit – Still	Fee	\$445.00	\$15.00	\$460.00
<input type="checkbox"/>	Filming Permit – Amendment	Fee	\$140.00	\$15.00	\$155.00
<input type="checkbox"/>	General Plan Map or Text Amendment	Deposit	\$4,370.00	\$215.00	\$4,585.00
<input type="checkbox"/>	Historic Interest Site	Fee	\$720.00	\$170.00	\$890.00
<input type="checkbox"/>	Initial Study Preparation	Deposit	\$3,670.00	\$215.00	\$3,885.00
<input type="checkbox"/>	Landmark Designation	Fee	\$830.00	\$170.00	\$1,000.00

CHECK ALL THAT APPLY	PERMIT TYPE	FEE TYPE	AMOUNT	SUPPLIES AND MAILING LIST PREPARATION FEE*	TOTAL
<input type="checkbox"/>	Lot Line Adjustment or Voluntary Merger	Deposit	\$1,795.00	\$170.00	\$1,965.00
<input type="checkbox"/>	Medical Cannabis Administrative Exception	Fee	\$155.00	\$15.00	\$170.00
<input type="checkbox"/>	Photocopying (per copy)	Fee	\$0.25	N/A	\$0.25
<input type="checkbox"/>	Preapplication Conference	Fee	\$400.00	N/A	\$400.00
<input type="checkbox"/>	Preliminary Review	Deposit	\$1,965.00	\$15.00	\$1,980.00
<input type="checkbox"/>	Public Art Review	Deposit	\$1,435.00	\$15.00	\$1,450.00
<input type="checkbox"/>	Reasonable Accommodation Request	Fee	\$400.00	\$15.00	\$415.00
<input type="checkbox"/>	Research Fee	Deposit	\$135.00/hourly	N/A	\$135.00/hourly
<input type="checkbox"/>	Rezone or Zoning Text Amendment	Deposit	\$4,150.00	\$215.00	\$4,365.00
<input type="checkbox"/>	Sandwich Board Sign/Banner Review	Fee	\$35.00	N/A	\$35.00
<input type="checkbox"/>	Sign Removal	Fee	\$30.00	N/A	\$30.00
<input type="checkbox"/>	Sign Review – Administrative/Staff	Fee	\$120.00	\$15.00	\$135.00
<input type="checkbox"/>	Sign Review – Individual/Minor	Fee	\$205.00	\$15.00	\$220.00
<input type="checkbox"/>	Sign Review – Major	Fee	\$380.00	\$15.00	\$395.00
<input type="checkbox"/>	Sign Variance	Fee	\$90.00	\$15.00	\$105.00
<input type="checkbox"/>	Site Inspection	Fee	\$120.00	N/A	\$120.00
<input type="checkbox"/>	Subdivision – Tentative Major	Deposit	\$5,270.00	\$215.00	\$5,485.00
<input type="checkbox"/>	Subdivision – Tentative Minor	Deposit	\$4,900.00	\$215.00	\$5,115.00
<input type="checkbox"/>	Subdivision Ordinance Exception	Fee	\$1,050.00	\$15.00	\$1,065.00
<input type="checkbox"/>	Time Extension Request	Fee	\$160.00	\$15.00	\$175.00
<input type="checkbox"/>	Transfer of Alcoholic Beverages/Shared Use of Production Facility	Fee	\$145.00	\$15.00	\$160.00
<input type="checkbox"/>	Tree Protection Plan	Fee	\$385.00	N/A	\$385.00
<input type="checkbox"/>	Tree Removal – City Arborist	Fee	\$250.00	\$15.00	\$265.00
		Plus Refundable Replacement Deposit of \$75.00 Per Tree (typically two replacement trees are required)			
<input checked="" type="checkbox"/>	Tree Removal Request – Tree Board	Fee	\$300.00	\$15.00	\$315.00
		Plus Refundable Replacement Deposit of \$75.00 Per Tree (typically two replacement trees are required)			

CHECK ALL THAT APPLY	PERMIT TYPE	FEE TYPE	AMOUNT	SUPPLIES AND MAILING LIST PREPARATION FEE*	TOTAL
<input type="checkbox"/>	Use Permit – Major	Deposit	\$1,770.00	\$215.00	\$1,985.00
<input type="checkbox"/>	Use Permit – Minor	Deposit	\$1,155.00	\$170.00	\$1,325.00
<input type="checkbox"/>	Use Permit – Temporary	Fee	\$285.00	\$170.00	\$455.00
<input type="checkbox"/>	Use Permit – Temporary, for occupancy of recreational vehicles for Sonoma Fire Victims	Fee	\$75.00	N/A	\$75.00
<input type="checkbox"/>	Variance	Deposit	\$1,155.00	\$215.00	\$1,370.00
<input type="checkbox"/>	Water Efficient Landscape Plan Review	Fee	\$355.00	\$15.00	\$370.00
<input type="checkbox"/>	Zoning Determination	Fee	\$125.00	\$15.00	\$140.00
<input type="checkbox"/>	Zoning Ordinance Interpretation	Fee	\$515.00	\$15.00	\$530.00

In addition, such fees as required by Local Agency Formation Commission and State Board of Equalization are to be paid to City of Sebastopol by the applicant prior to City filing annexation documents with Local Agency Formation Commission.

** For multiple applications (in most cases), only one supplies and/or mailing list preparation fee per application.*

DEPOSIT ACCOUNT INFORMATION: Rather than flat fees, some applications require a 'Deposit'. The initial deposit amount is based on typical processing costs. However, each application is different and will experience different costs. The City staff and City consultant time, in addition to other permit processing costs, (i.e., legal advertisements and copying costs are charged against the application deposit). If charges exceed the initial deposit, the applicant will receive billing from the City's Finance department. If at the end of the application process, charges are less than the deposit, the City Finance department will refund the remaining monies.

Sign and acknowledge agreement with the Deposit Account fee and procedure:

_____ Signature _____ Printed Name _____ Date

PLANNING FEES – FY 2018/19

CHECK ALL THAT APPLY	PERMIT TYPE	FEE TYPE	AMOUNT	SUPPLIES AND MAILING LIST PREPARATION FEE*	TOTAL
<input type="checkbox"/>	Adjustment	Fee	\$445.00	\$170.00	\$615.00
<input type="checkbox"/>	Administrative Permit Review – Minor	Fee	\$140.00	\$15.00	\$155.00
<input type="checkbox"/>	Administrative Permit Review	Fee	\$360.00	\$15.00	\$375.00
<input type="checkbox"/>	Administrative Time Extension	Fee	\$185.00	\$15.00	\$200.00
<input type="checkbox"/>	Annexation Request – Preliminary	Deposit	\$3,390.00	\$15.00	\$3,405.00
<input type="checkbox"/>	Annexation/Pre-zone Request	Deposit	\$6,615.00	\$215.00	\$6,830.00
<input type="checkbox"/>	Antenna Permit – Administrative	Fee	\$740.00	\$170.00	\$910.00
<input type="checkbox"/>	Appeal of Board, Commission or Staff Decisions	Fee	\$400.00	\$215.00	\$615.00
<input type="checkbox"/>	Building Permit Review Fee – Major	Fee	\$260.00	N/A	\$260.00
<input type="checkbox"/>	Building Permit Review Fee – Minor	Fee	\$100.00	N/A	\$100.00
<input type="checkbox"/>	Business License Application Review	Fee	\$35.00	N/A	\$35.00
<input type="checkbox"/>	Certificate of Compliance	Deposit	\$1,905.00	\$15.00	\$1,920.00
<input type="checkbox"/>	Design Review – Administrative	Fee	\$205.00	\$15.00	\$220.00
<input type="checkbox"/>	Design Review – Major Project	Deposit	\$1,370.00	\$35.00	\$1,405.00
<input type="checkbox"/>	Design Review – Minor Amendment	Fee	\$235.00	\$15.00	\$250.00
<input type="checkbox"/>	Design Review – Minor Project	Fee	\$350.00	\$15.00	\$365.00
<input type="checkbox"/>	Development Agreement	Deposit	\$12,505.00	\$215.00	\$12,720.00
<input type="checkbox"/>	Environmental Impact Report Review	Deposit	\$9,685.00	\$215.00	\$9,900.00
<input type="checkbox"/>	Filming Permit	Fee	\$555.00	\$15.00	\$570.00
<input type="checkbox"/>	Filming Permit – Non-Profit or Student	Fee	\$150.00	\$15.00	\$165.00
<input type="checkbox"/>	Filming Permit – Still	Fee	\$445.00	\$15.00	\$460.00
<input type="checkbox"/>	Filming Permit – Amendment	Fee	\$140.00	\$15.00	\$155.00
<input type="checkbox"/>	General Plan Map or Text Amendment	Deposit	\$4,370.00	\$215.00	\$4,585.00
<input type="checkbox"/>	Historic Interest Site	Fee	\$720.00	\$170.00	\$890.00
<input type="checkbox"/>	Initial Study Preparation	Deposit	\$3,670.00	\$215.00	\$3,885.00
<input type="checkbox"/>	Landmark Designation	Fee	\$830.00	\$170.00	\$1,000.00

CHECK ALL THAT APPLY	PERMIT TYPE	FEE TYPE	AMOUNT	SUPPLIES AND MAILING LIST PREPARATION FEE*	TOTAL
<input type="checkbox"/>	Lot Line Adjustment or Voluntary Merger	Deposit	\$1,795.00	\$170.00	\$1,965.00
<input type="checkbox"/>	Medical Cannabis Administrative Exception	Fee	\$155.00	\$15.00	\$170.00
<input type="checkbox"/>	Photocopying (per copy)	Fee	\$0.25	N/A	\$0.25
<input type="checkbox"/>	Preapplication Conference	Fee	\$400.00	N/A	\$400.00
<input type="checkbox"/>	Preliminary Review	Deposit	\$1,965.00	\$15.00	\$1,980.00
<input type="checkbox"/>	Public Art Review	Deposit	\$1,435.00	\$15.00	\$1,450.00
<input type="checkbox"/>	Reasonable Accommodation Request	Fee	\$400.00	\$15.00	\$415.00
<input type="checkbox"/>	Research Fee	Deposit	\$135.00/hourly	N/A	\$135.00/hourly
<input type="checkbox"/>	Rezone or Zoning Text Amendment	Deposit	\$4,150.00	\$215.00	\$4,365.00
<input type="checkbox"/>	Sandwich Board Sign/Banner Review	Fee	\$35.00	N/A	\$35.00
<input type="checkbox"/>	Sign Removal	Fee	\$30.00	N/A	\$30.00
<input type="checkbox"/>	Sign Review – Administrative/Staff	Fee	\$120.00	\$15.00	\$135.00
<input type="checkbox"/>	Sign Review – Individual/Minor	Fee	\$205.00	\$15.00	\$220.00
<input type="checkbox"/>	Sign Review – Major	Fee	\$380.00	\$15.00	\$395.00
<input type="checkbox"/>	Sign Variance	Fee	\$90.00	\$15.00	\$105.00
<input type="checkbox"/>	Site Inspection	Fee	\$120.00	N/A	\$120.00
<input type="checkbox"/>	Subdivision – Tentative Major	Deposit	\$5,270.00	\$215.00	\$5,485.00
<input type="checkbox"/>	Subdivision – Tentative Minor	Deposit	\$4,900.00	\$215.00	\$5,115.00
<input type="checkbox"/>	Subdivision Ordinance Exception	Fee	\$1,050.00	\$15.00	\$1,065.00
<input type="checkbox"/>	Time Extension Request	Fee	\$160.00	\$15.00	\$175.00
<input type="checkbox"/>	Transfer of Alcoholic Beverages/Shared Use of Production Facility	Fee	\$145.00	\$15.00	\$160.00
<input type="checkbox"/>	Tree Protection Plan	Fee	\$385.00	N/A	\$385.00
<input type="checkbox"/>	Tree Removal – City Arborist	Fee	\$250.00	\$15.00	\$265.00
		Plus Refundable Replacement Deposit of \$75.00 Per Tree (typically two replacement trees are required)			
<input checked="" type="checkbox"/>	Tree Removal Request – Tree Board	Fee	\$300.00	\$15.00	\$315.00
		Plus Refundable Replacement Deposit of \$75.00 Per Tree (typically two replacement trees are required)			

CHECK ALL THAT APPLY	PERMIT TYPE	FEE TYPE	AMOUNT	SUPPLIES AND MAILING LIST PREPARATION FEE*	TOTAL
<input type="checkbox"/>	Use Permit – Major	Deposit	\$1,770.00	\$215.00	\$1,985.00
<input type="checkbox"/>	Use Permit – Minor	Deposit	\$1,155.00	\$170.00	\$1,325.00
<input type="checkbox"/>	Use Permit – Temporary	Fee	\$285.00	\$170.00	\$455.00
<input type="checkbox"/>	Use Permit – Temporary, for occupancy of recreational vehicles for Sonoma Fire Victims	Fee	\$75.00	N/A	\$75.00
<input type="checkbox"/>	Variance	Deposit	\$1,155.00	\$215.00	\$1,370.00
<input type="checkbox"/>	Water Efficient Landscape Plan Review	Fee	\$355.00	\$15.00	\$370.00
<input type="checkbox"/>	Zoning Determination	Fee	\$125.00	\$15.00	\$140.00
<input type="checkbox"/>	Zoning Ordinance Interpretation	Fee	\$515.00	\$15.00	\$530.00

In addition, such fees as required by Local Agency Formation Commission and State Board of Equalization are to be paid to City of Sebastopol by the applicant prior to City filing annexation documents with Local Agency Formation Commission.

** For multiple applications (in most cases), only one supplies and/or mailing list preparation fee per application.*

DEPOSIT ACCOUNT INFORMATION: Rather than flat fees, some applications require a 'Deposit'. The initial deposit amount is based on typical processing costs. However, each application is different and will experience different costs. The City staff and City consultant time, in addition to other permit processing costs, (i.e., legal advertisements and copying costs are charged against the application deposit). If charges exceed the initial deposit, the applicant will receive billing from the City's Finance department. If at the end of the application process, charges are less than the deposit, the City Finance department will refund the remaining monies.

Sign and acknowledge agreement with the Deposit Account fee and procedure:

Marianne Lim Signature _____ Printed Name 1/28/19 Date

Marianne Lim
Director of Housing Development



GRAVENSTEIN APARTMENTS BURBANK HOUSING DEVELOPMENT

699 GRAVENSTEIN HWY N
SEBASTOPOL, CA 95472

JOB #:	18011.00
DATE:	01/16/19
DRAWN:	EP
CHECKED:	EM

T.01

Tree Removal for Gravenstein Apartments Statement

Burbank Housing would like to remove 12 heritage (protected native) trees and 1 non-heritage tree from the Gravenstein Apartments Property. 7 redwood trees to-be-removed are too close to buildings and are damaging the building foundations and the surrounding ground infrastructure. The alders and one plum tree slated for removal are diseased and have sustained considerable damage by bark beetles. There is also 1 oak tree that will be removed in order to proceed with construction work previously approved. The design team has been working in conjunction with the City Arborist to redesign our proposed parking lot to save a 36" redwood in order to do this the Oak tree will be eliminated.

The redwood (Sequoia) trees have diameters between 20 and 24 inches. The alders (Alnus) have diameters between 12 and 14 inches. The plum (Prunus) tree, a non-heritage, has a diameter of 13 inches. The Oak tree has a diameter of 18".

8 Chinese Elm trees and 5 Pacific Wax Myrtle trees are planned as replacement trees.

SITE PHOTOGRAPHS



Across Site Towards East



Across Site Towards West



Across Site toward South



Across Site toward North

Gravenstein Apartments



Looking South Along Gravenstein Hwy N



Looking North Along Gravenstein Hwy N



Exterior View of Subject



Exterior View of Subject

SUBJECT PROPERTY PHOTOGRAPHS

Exterior View of Subject



View of Leasing Office

Exterior View of Subject



Typical Parking



Typical Parking



Subject Driveway

SUBJECT PROPERTY PHOTOGRAPHS



Exterior View of Subject
(Photo Taken on December 4, 2018)



Exterior View of Subject
(Photo Taken on December 4, 2018)



Exterior View of Subject
(Photo Taken on December 4, 2018)



Exterior View of Subject
(Photo Taken on December 4, 2018)



Exterior View of Subject
(Photo Taken on December 4, 2018)

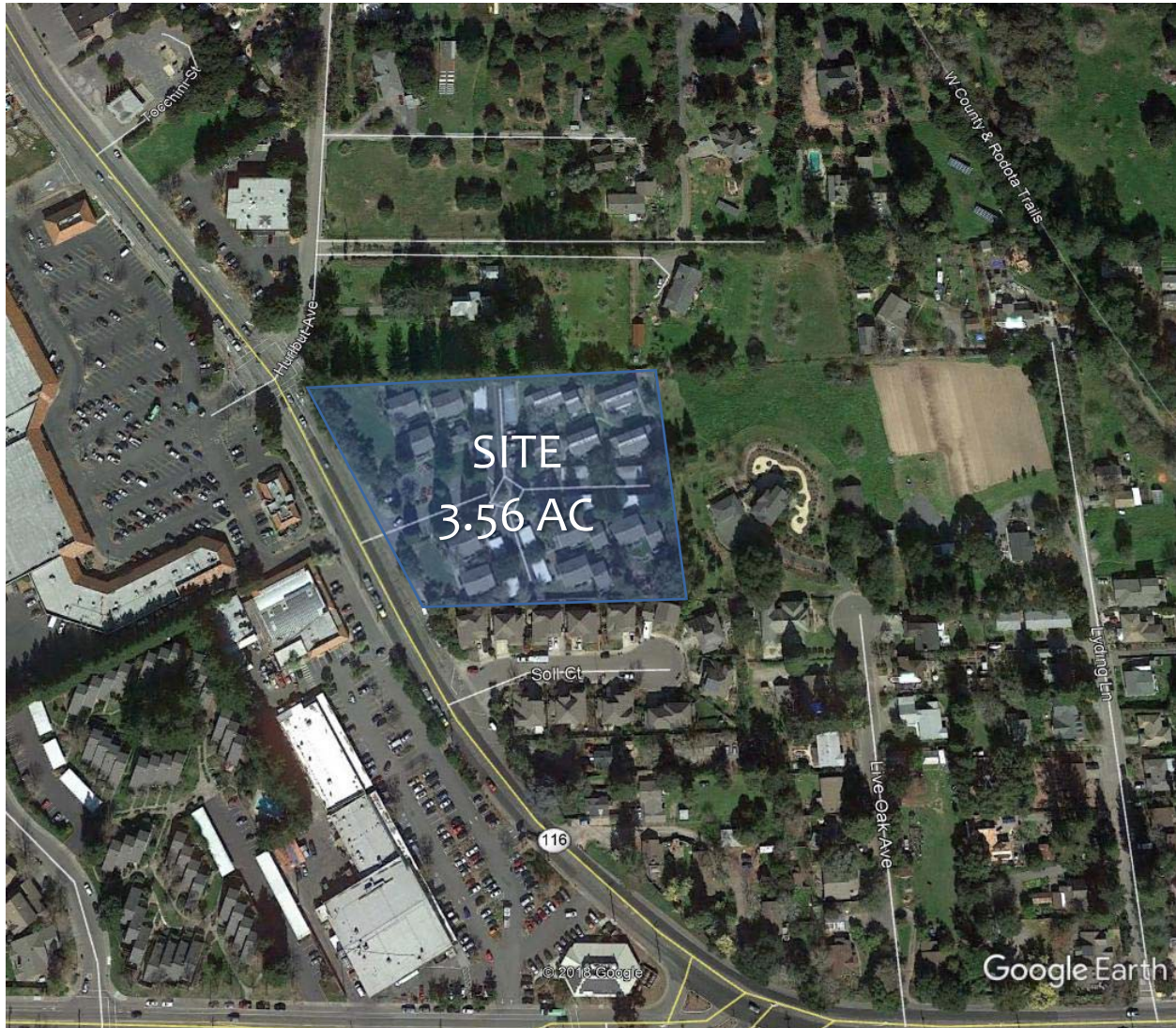


Exterior View of Subject
(Photo Taken on December 4, 2018)

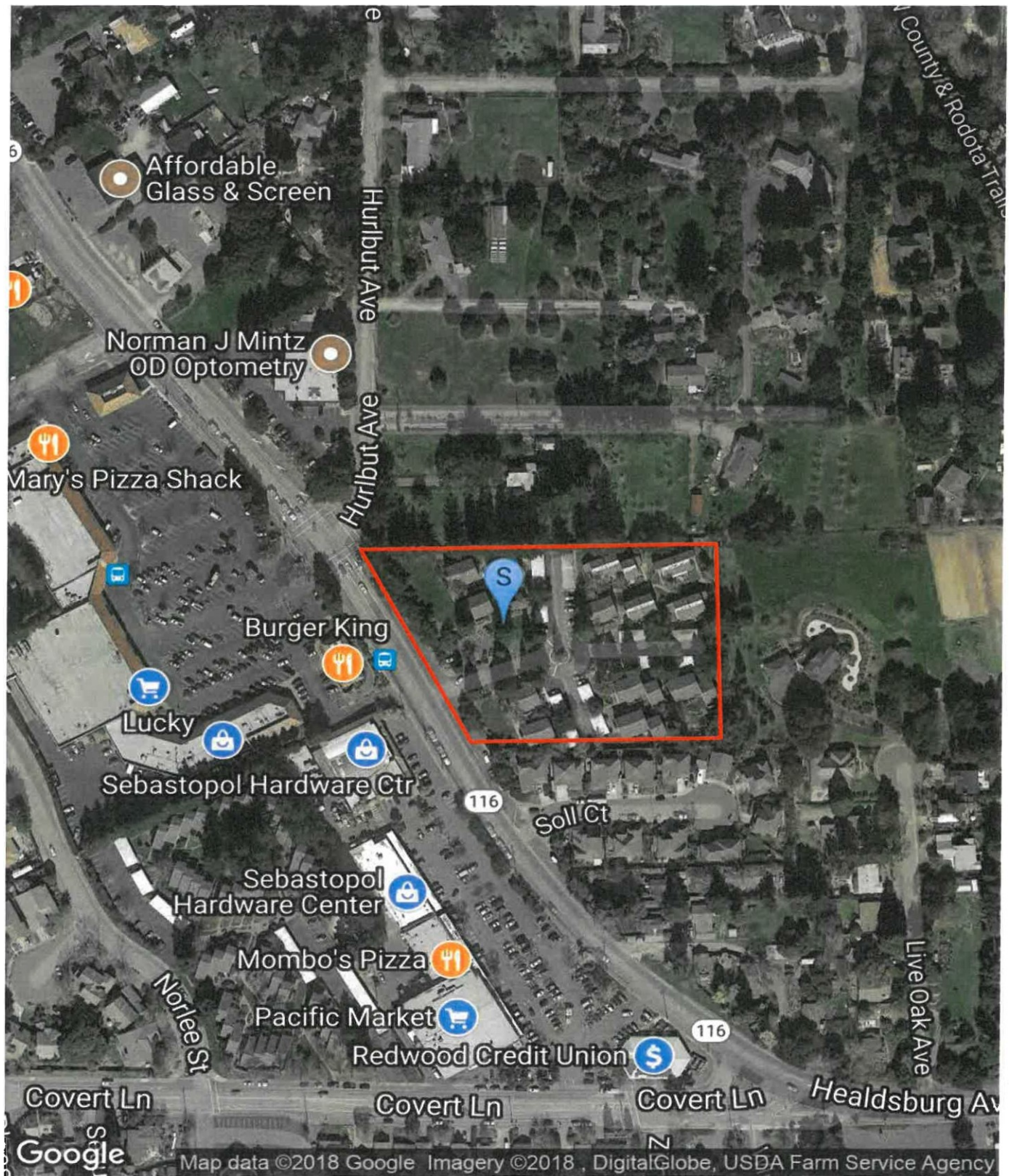
NEIGHBORHOOD PHOTOGRAPHS



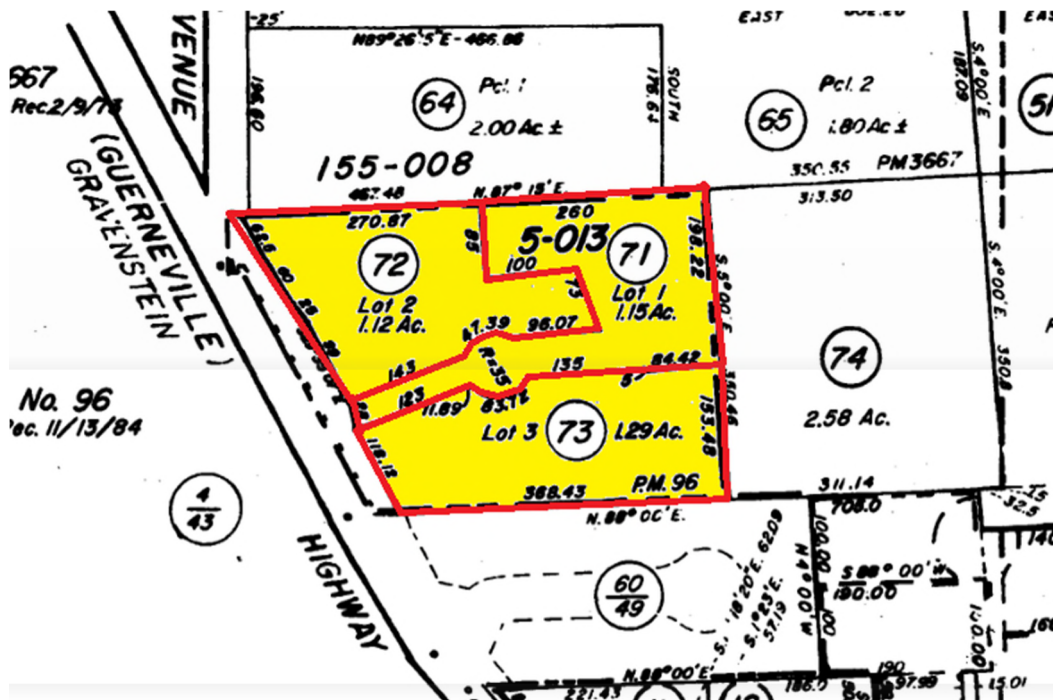
SITE AND ADJACENT LAND USES



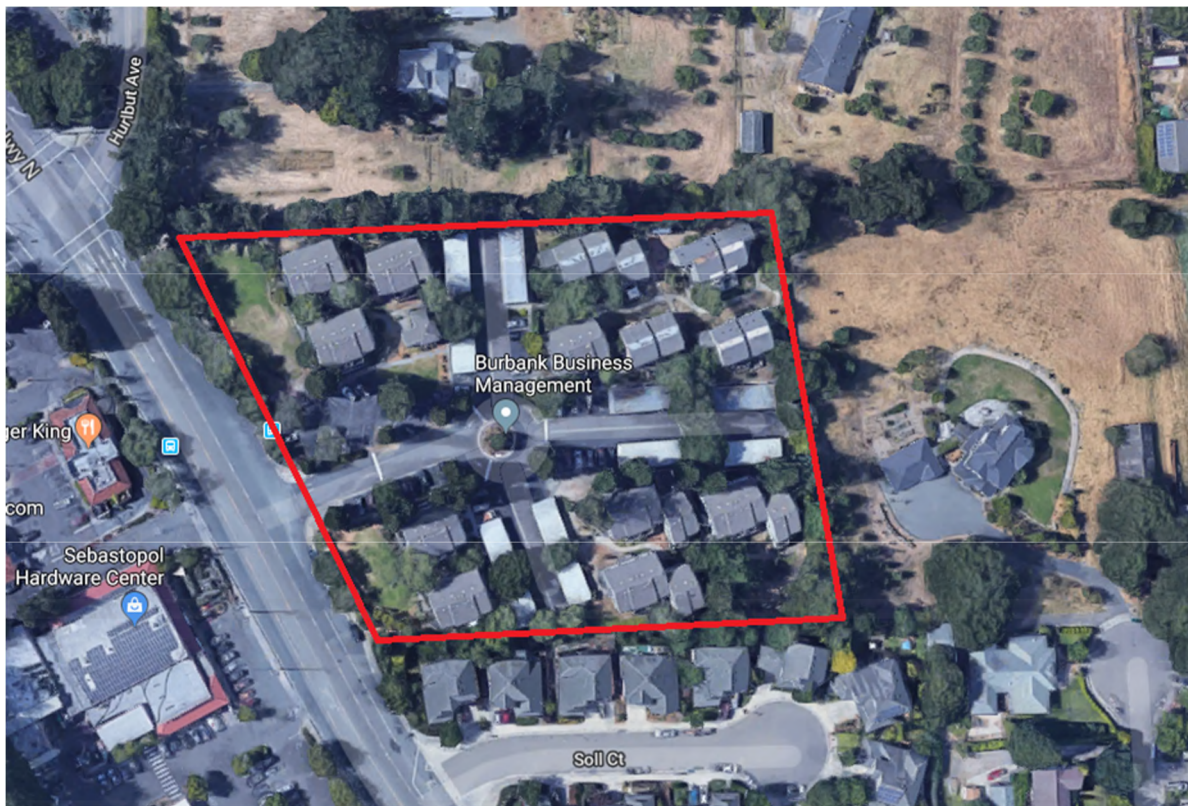
AERIAL PHOTOGRAPH



PLAT MAP



AERIAL MAP





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ARCHITECTS & ENGINEERS

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PRELIMINARY - NOT FOR CONSTRUCTION

BURBANK HOUSING
DEVELOPMENT

GRAVENSTEIN APARTMENTS

699 GRAVENSTEIN HWY
N
SEBASTOPOL, CA 95472
APN 06-025-071, -072, & -073

MARK	DATE	DESCRIPTION
	08/14/19	PLANNING REVIEW

SCALE: 1" = 20'-0"
DRAWN BY: EP
CHECKED BY: EP
JOB NUMBER: 18011.00

SHEET TITLE
TREE REMOVAL SITE PLAN

DRAWING

T.02

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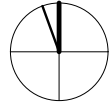
PROVIDE BRACING AT CODOMINANT
LEADERS - PROVIDE CABLE BETWEEN
TRUNKS

GRAVENSTEIN HIGHWAY

PROPERTY LINE

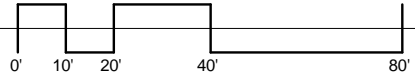
TRASH
ENCLOSURE 3

VISTA DEL SOL
610 MAPS 49



1 TREE REMOVAL PLAN

1" = 20'-0"



BECKY DUCKLES
CONSULTING ARBORIST & LANDSCAPE ADVISOR
SEBASTOPOL, CA.
707.829.0555 P

ARBORIST'S REPORT

GRAVENSTEIN APARTMENTS
699 Gravenstein Highway North - Sebastopol
April 11, 2019

I visited this site on February 20th and April 5th with Kari Svanstrom, Sebastopol Planning Director as well as on April 8th with Volker Striffler, the construction manager for the property owners, Burbank Housing. The purpose of the visits was to discuss their upcoming project, regrading and repaving some parking areas and sidewalks to meet ADA requirements, in regard to potential impact on existing trees.

This site was developed decades ago, with a densely growing landscape of some previously existing coast redwood trees and a giant sequoia as well as many other ornamental trees.

There are two trees potentially impacted by proposed construction. Some roots may be impacted on a large, 54" diameter coast redwood (*Sequoia sempervirens*) and a 24" dbh coast redwood, both near the community building. We have discussed construction details for the repaving which have been incorporated into the construction documents.

During the grading for this work, a monitoring arborist should be present to insure that any excavation is done carefully, exposing any roots which may have to be cut, and supervising any necessary root pruning. Because we don't know the depth, size and number of roots which may be encountered, we will not know until they are exposed which roots can be preserved and which will have to be cut. I will remain in contact with Burbank Housing (and the City of Sebastopol) to insure that the trees and roots are protected, and that any root pruning is done with supervision and evaluation of tree stability and structural soundness.

"Tree Protection Measures:

During demolition or grading or other construction activities within the driplines of protected trees a qualified, certified arborist shall be present to observe the work. Roots shall be carefully exposed, avoiding damaging them. Any roots which cannot be preserved shall be cleanly cut under the supervision of the arborist. If in the opinion of the arborist the number of roots which must be cut significantly compromise the health and structural stability of the tree, they will recommend mitigation procedures or the possible removal of the tree."

Respectfully submitted,

Becky Duckles

Becky Duckles
Sebastopol City Arborist
ISA Certified Consulting Arborist #WE-0796A

BECKY DUCKLES
CONSULTING ARBORIST & LANDSCAPE ADVISOR
SEBASTOPOL, CA.
707.829.0555 P

ARBORIST'S REPORT

GRAVENSTEIN APARTMENTS
699 Gravenstein Highway North - Sebastopol
August 15, 2019

The final submittal of a tree removal application and replacement has been made by Burbank Housing and their architect. They had responded to earlier suggestions of slight revisions to their plans to better protect existing trees. And they provided a plan showing replacement tree selections and locations.

As described in my earlier reports, I have made several site visits, and the trees proposed for removal are causing significant damage to paving or structures, or are diseased or dying, and are reasonable candidates for replacement.

The site was initially built and landscaped with a dense planting of trees including alder and coast redwoods, preserving only a few existing site trees. The alders are generally succumbing to alder borer because they are not suitable for a site without sufficient water. Coast redwoods were planted too close to buildings and paving (as per approved plans) and are causing extensive damage.

Replacement tree species were selected and agreed on with the applicant and architect, and will be well-suited to the locations and site. However, it will be valuable to fine tune the proposed locations on site. This can be done with the landscape contractor and/or applicant with another site visit to field-locate/mark new tree placement.

The applicant shall also confirm that replacement trees will be irrigated through an establishment period of 2-3 years, and describe and commit to the irrigation method – automatic sprinklers, Tree-Gator bags filled weekly (if unirrigated areas), hand watering by landscape contractor, etc.

The applicant also received in my earlier reports recommendations for protecting existing trees to remain, ie tree protection measures, to be included on construction documents.

Respectfully submitted,

Becky Duckles

Becky Duckles
Sebastopol City Arborist
ISA Certified Consulting Arborist #WE-0796A