



City of Pomona
505 S. Garey Ave., Pomona, CA 91766

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS - MAJOR ALTERATION TREE REMOVAL

1. Site Address: _____

2. Applicant Name: _____

Address: _____ Telephone: ____/____

City: _____ State _____ Zip: _____

3. Contractor: _____

Address: _____ Telephone: ____/____

City: _____ State _____ Zip: _____

Business License No. (If Applicable) _____

4. Description of Work: _____

5. Submit 3 copies of photographs of all trees to be trimmed or removed.

Approved:

(Approved work is specifically limited to the project description on this form. Applicant should keep a copy of the permit on-site and be able to produce it upon request of any City Official.)

Secretary, Historic Preservation Commission

Date: _____

APPLICANT'S AFFIDAVIT

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY OF _____)

I/WE _____ BEING DULY SWORN, DEPOSE AND SAY,
THAT I/WE AM/ARE THE APPLICANT(S) INVOLVED IN THIS PETITION, AND THAT THE FOREGOING
STATEMENTS AND ANSWERS HEREIN CONTAINED AND THE INFORMATION HEREWITH SUBMITTED, ARE IN
ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY/OUR KNOWLEDGE AND BELIEF.

SWORN TO ME THIS _____
DAY OF _____, 19____

SIGNED: _____

ADDRESS: _____

CITY: _____

TELEPHONE: _____

NOTARY PUBLIC

SUMMARY OF CITY PRUNING GUIDELINES FOR STREET TREES, MATURE SIGNIFICANT TREES AND SPECIMEN (HERITAGE) TREES

Excerpts from the City of Pomona Street Tree Policy Manual

1. All tree trimming by the City of Pomona Parks Division, private citizens or private contractors shall be performed in a manner to maintain the natural form and balance of the tree. No tree shall be reduced by more than one third of its height and/or crown in any one trimming.
2. Tree trimming shall be done in a manner that maintains the following minimum clearances.
 - Clearance over residential streets shall be a minimum of eleven feet (11').
 - Clearance over major thoroughfares shall be a minimum height of fourteen feet (14').
 - Clearance over sidewalks shall be a minimum of nine feet (9').

Summary of Professionally Accepted Pruning Techniques

- 1) **Standard Pruning Techniques.** Thinning cuts, sometimes called drop-crotching in mature trees, shall be the standard pruning technique for pruning city street trees, mature significant trees, and specimen (heritage) trees on historic sites. A thinning cut is the removal of a branch at its point of origin, or the shortening of a branch to a lateral that is large enough to assume the terminal role.
 - a) When removing a dead branch, the final cut should be made just outside the branch bark ridge and collar of live callus or woundwood tissue. If the collar has grown out along the branch stub, only the dead stub should be removed. The live collar should remain intact.
 - b) If it is necessary to reduce the length of a branch, the final cut should be made just beyond (without violating) the branch bark ridge of the branch being cut to. The remaining branch should be no less than one third (1/3) the diameter of the branch being removed, and with enough foliage to assume the terminal role.
 - c) Pruning cuts should be clean and smooth, leaving the bark at the edge of the cut firmly attached to the wood. A three-cut process, sometimes referred to as "jump-cutting," should be used to remove larger limbs in order to avoid stripping or tearing of the bark, and to minimize unnecessary wounding.
- 2) **Training Young Trees.** Properly trained trees will develop into structurally strong trees well-suited for their surroundings. These trees should require little corrective pruning as they mature. However, they should be trained so that when the young trees a large mature size, they have a sturdy, tapered trunk with well-spaced branches that are smaller in diameter than the trunk.

- 3) **Pruning Mature Trees.** As trees mature, their need for structural pruning should decrease. Pruning should then focus on maintaining tree structure, form, health and appearance. This shall be accomplished through one of the three methods described below.
- a) *Crown cleaning*, or cleaning out, is the removal of dead, dying, broken, diseased, crossing, weakly attached, and low-vigor branches from a tree's crown; as well as the elimination of water sprouts, sucker growth and foreign materials from the entire tree.
 - b) *Crown restoration* is intended to improve structure and appearance of trees that have sprouted vigorously after being broken, topped or severely pruned using heading cuts. One to three sprouts, on main branch stubs, should be selected to form a natural appearing crown. The vigorous sprouts may need to be thinned or cut to a lateral to control length growth or ensure adequate attachment for the size of the sprout. Crown restoration may require several prunings over a number of years.
 - c) *Crown thinning*, is the selective removal of branches to increase light penetration and air movement through the crown.
 - When thinning the crown of mature trees, no more than twenty percent (20%) of the tree's live growth should be removed.
 - When thinning the crown of slower growing, or particularly sensitive species (such as Native Oaks), no more than ten percent (10%) of the live growth should be removed.
 - Trees shall always be thinned to their natural form, and should retain well-spaced inner lateral branches with foliage.