

**CITY OF BEVERLY HILLS**  
**TREE REMOVAL REGULATIONS**  
(BHMC 10-3.2900-2906)

**REMOVAL PERMIT** No person shall damage or remove or cause to be damaged or removed, any protected tree on a single family residential property in the City of Beverly Hills without first obtaining a permit. Protected trees include:

<b>Heritage Trees</b>	those with a circumference of 48 inches or more and located in the front or street side setback
<b>Native Trees</b>	those on the city's official list of local native trees with a circumference of 24 inches or more and located in the front or street side setback
<b>Urban Groves</b>	a group of 50 or more trees located anywhere on a single family property

A permit to remove or relocate a protected tree may be obtained from the Director of Community Development or his/her designee if the tree is:

- to be relocated on the same piece of property
- posing an immediate threat to health safety or property
- dead or diseased as determined by a certified arborist
- damaging public property creating a public safety hazard
- damaging improvements on private property
- interfering with public utilities
- obstructing an existing view on the same property
- removed to preserve the health of an urban grove
- a native tree and is to be replaced by a healthy native tree

Any **decision** by the Director shall be **appealable** by the owner of the tree proposed for removal to the Planning Commission in the same manner as an appeal to the City Council as provided by Article 1, chapter 4, Title 1 of the Beverly Hills Municipal Code.

Permits may be obtained from the Planning Commission whenever a tree is proposed to be removed as part of a project which is subject to a discretionary permit or other approval issued by such Commission. The tree removal permit may be applied for concurrently with the related discretionary review application.

**APPLICATION** In the case of dead or diseased trees, or if requested by the Building & Safety Division, the applicant shall furnish a report from a City-approved Certified Arborist that substantiates the condition of the tree proposed for removal.

**EXEMPTIONS** The provisions of these regulations shall not apply to:

1. The removal of any tree in accordance with the terms and conditions of a single-family development permit, hillside development permit, variance, minor accommodation, final subdivision map or building permit, approved or issued prior to November 19, 1991.
2. The removal of any tree as defined by and in accordance with the terms and conditions of a tree removal permit issued under City Ordinance 91-0-2134.
3. Trimming or pruning of any tree which does not damage the tree, including, without limitation, trimming or pruning for view preservation.

**VIOLATION** A violation of any provision of this Ordinance shall constitute a misdemeanor punishable in the manner provided by Article 1, Chapter 3, Title 1 of the Beverly Hills Municipal Code. Each and every tree removed or damaged in violation of this Ordinance shall constitute a separate offense.

**PENALTIES** In addition to any punitive action pursuant to a misdemeanor charge, the City may also require restitution by either:

1. Planting a replacement tree of the same species and size as the tree removed or damaged, or
2. Paying a cash contribution to the City in an amount equal to the estimated replacement value of the removed or damaged tree as determined by an arborist approved by the City.



**CITY OF BEVERLY HILLS**

**TREE REMOVAL APPLICATION CHECKLIST**

Complete applications shall consist of the following items:  
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

**Application Forms**

- Owner's signature is required.

**Preliminary Building and Planning Review**

- Two copies of plans with stamps from the Building & Safety Division.
- Plans must also be reviewed for completeness by the Planning Division staff prior to application submittal.

**Architectural Plans**

- **12 sets**, collated, stapled and folded

**PLOT PLAN**

- Entire parcel must be shown.
- Label and dimension all existing and proposed structures (including walls) and distances to property lines.
- Indicate location of streets.
- Indicate location, size, and species of existing trees and vegetation, and indicate which are to be removed.
- Show location of any public or private easements, curbcuts, and any obstructions within the public right-of-way.

**LANDSCAPE PLAN**

- Indicate type, size, and location of plants.
- Show any proposed hardscape treatments.

**Additional Information**

- Additional information may be requested by staff or the Commission to help better illustrate the proposal as it may effect/impact neighboring properties.

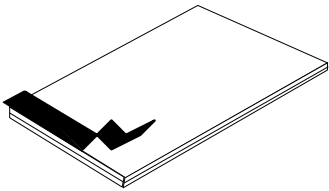
☐ **Fees. See current Fee Schedule for the following:**

- Tree Removal Permit
- Environmental Assessment (Categorical Exemption)\*
- Fish and Game Filing Fee Must be submitted to the Community Development Department **within 48 hours of project approval.** Check must be made payable to "The Clerk of the Los Angeles County".\*\*

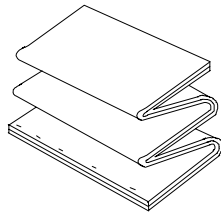
Folding Directions

All Plans which are larger than 8" x 13" are required to be folded to 8" x 13", to fit in department files. Plans which are not folded **will not** be accepted.

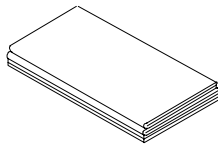
Step 1: Please remove all bindings.



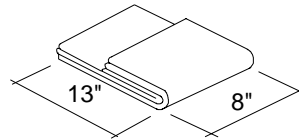
Step 2



Step 3



Step 4: Fold as flatly as possible.



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\* PLEASE NOTE: Some projects may need a full environmental assessment (preparation of an initial study), which requires a larger fee and an additional application. Please consult with staff for specific requirements.

\*\* This fee applies only to projects which require a full environmental assessment resulting in an environment impact report or a negative declaration; projects with categorical exemptions do not require this fee.



CITY OF BEVERLY HILLS  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
455 North Rexford Drive  
Beverly Hills, California 90210

**TREE REMOVAL PERMIT APPLICATION**

No person shall damage, remove or relocate any Heritage\*, Native\*\* or an Urban Grove\*\* tree on a single family residential property of the City, without first obtaining a **TREE REMOVAL PERMIT** pursuant to Beverly Hills Municipal Code Sec. 10-3.2901

PROJECT LOCATION: Address No. \_\_\_\_\_ Street Name \_\_\_\_\_

<u>NAME</u>	<u>MAILING ADDRESS</u>	<u>CITY, STATE, ZIP</u>	<u>TEL #</u>
APPLICANT: _____	_____	_____	_____

OWNER: _____	_____	_____	_____
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APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

RELATIONSHIP TO OWNER: \_\_\_\_\_

DESCRIPTION: \_\_\_\_\_

Reason for Removal	[ ] Heritage Tree* [ ] Native Tree** [ ] Urban Grove	Tree Circumference	Location on Property
1.			
2.			
3.			

**REASONS FOR REMOVAL/RELOCATION:**

A. Diseased/Dead	C. Hazard to Public Property	E. Construction Project	G. Threat to the Urban Grove
B. Hazard to Private Property	D. Relocation	F. Interference with Utilities	H. Remove & Replace
I. Public Safety Hazard	J. View Blockage	K. OTHER	

ARBORIST REPORT ATTACHED: Yes \_\_\_\_\_ No \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

APPLICATION APPROVED BY:

Building & Safety \_\_\_\_/\_\_\_\_/\_\_\_\_ Date Planning Commission \_\_\_\_\_ City Council \_\_\_\_\_

STAFF REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* Any tree with a primary trunk circumference of 48" measured at 4'-6' above grade located in the front setback area or a street side setback area except the hillside area.  
 \*\* Any tree on the City's Official list with primary trunk circumference of 24" measured @ 4'-6' above grade located in the front setback area or a street side setback area except the hillside area.  
 \*\*\*Urban grove located anywhere on a single family residence property.

EXHIBIT "A"

Trees Native to the City of Beverly Hills and Its Vicinity

Acer macrophyllum	Bigleaf Maple
Alnus rhombifolia	California alder
Faximnus dipetala	Flowering ash
Juglans Californica	California walnut
Juniperus californica	California juniper
Platanus racemosa	California sycamore
Quercus agrifolia	Coast Live Oak
Quercus lobata	Valley oak
Quercus douglasii	Blue oak
Quercus engelmannii	Engelmann oak
Salix laevigata	Red willow
Sambucus mexicana	Mexican elderberry
Umbellularia californica	California bay



## CITY OF BEVERLY HILLS

### REQUIREMENTS FOR POSTED NOTICES

In order to provide more direct notice to the public about pending projects, applicants are now being required to post a notice on site.

**APPLICABILITY:** Posted notices are required for all projects which are subject to Planning Commission review (development plan review permits, conditional use permits, variances, R-1 Permits, tentative tract maps, etc.)

**PROCEDURE:** After submittal of a complete application, applicants will be provided with a sign (30 X 40 inches) and will be responsible for posting it on the project site. More than one sign may be required for unusually large project sites or for sites with more than one street frontage.

The applicant will also be required to provide the City with an affidavit and photo to affirm that the sign has been properly posted.

**FEES:** See current Fee Schedule.

Please note that some sites will require more than one sign; some projects may require more than one posting.