Appendix D
Tree Report And Inventory

Alison Lancaster Consulting Arborists LLC

Arboricultural Consulting Based in Fair Practices and Stewardship Principles

1744 Franklin Street Unit B
Santa Monica, CA 90404
(818) 631-4664

7/30/25

Alex Lampsos
Anderson Real Estate
516 S Mission Road
Los Angeles, CA 90033

15-Digit Application Number:

***SUBJECT**:* Updated Tree Inspection Letter at 4th St/Anderson St/6th St/S Mission Rd, Los Angeles, CA 90033

***REFERENCES**:*

1) City of Los Angeles Street Tree Ordinance #153500, dated 4/5/80
2) City of Los Angeles Protected Tree Ordinance #186873, dated 2/4/21
3) City of LA, UF Division-Land Development memo "Clearance Letters for Clearance Summary Worksheets" (undated, unsigned)
4) Proposal for Letter of No Protected Trees, dated 3/23/22, Lancaster
5) Email, dated 4/11/23 at 12:29PM, Justin Mahramas – SheppardMullin (request for update)
6) Email, dated 9/14/23 at 8:07AM, Justin Mahramas – SheppardMullin (request for revisions, with Planning Dept Comments)
7) Email, dated 7/15/25 at 3:12PM, Shane Parker – Parker Environmental (request for update)

I was hired in April 2022 to inventory trees at the subject site and provide an opinion about whether there are protected native trees or shrubs on or near the site.

Then in May 2023, I was asked to revisit the site to verify the tree inventory and update my opinion accordingly. In September 2023, the client received comments from LA City Planning Department requesting that additional information be added to my tree inspection letter.

Finally, in July 2025, I was asked revisit the site to verify the tree inventory again, update my opinion accordingly, and also update the project location and proposed development.

The following letter is based on my site visits and the comments from LA City Planning Department, and includes Project Location, Proposed Development, and Habitat Integrity Analysis that were provided by the applicant and are assumed to be accurate.

PROJECT SUMMARY

Project Location (provided by applicant)
The Project Site is located within the Boyle Heights Community Plan area in the City of Los Angeles (Community Plan). The Project Site includes the Ace Mission Studios Campus and surrounding roadways. The Project Site is generally bounded by lower 4th Street to the north, Anderson Street to the east, the 6th Street Bridge/Whittier Boulevard to the south, and S Mission Rd to the west.

[See attached "Project Site Location Map" and "Aerial with Approx. Property Lines"]

Proposed Development (provided by applicant)
The Project includes the merger of ten lots and the re-subdivision into three lots, the street vacation and merger of existing roadway segments along a portion of Willow Street (between Mission Road and Anderson Street) and a portion of 6th Street (between Mission Road and Anderson Street). The newly vacated existing roadway segments along Willow Street and 6th Street would be reserved for private access by the existing Ace Mission Studios to be used for surface parking for studio operations. No new development resulting in added floor area is proposed.

Proposed Tree Removals and Replacement Plantings
There are 21 trees on the Project Site, including 12 Street Trees within the public right-of-way and 9 non-protected trees within the Project Site.

All existing trees will be preserved in place with no impacts. Since there is no proposed construction and no trees will be removed or impacted – no tree replacement plantings or protection measures are necessary.

[See enclosed "Tree Inventory Data", "Tree Inventory Map", and "Photo Index"]

Habitat Integrity Analysis (provided by applicant)
No native habitat occurs on site. The Project Site does not contain any critical habitat or support any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service. Further, the Project Site does not include any woodlands. Therefore, a Habitat Integrity Analysis is not required. Any future removal and replacement of street trees within the public right-of-way would be subject to the review and approval of the City of Los Angeles Board of Public Works, Urban Forestry Division.

FINDINGS

Protected Native Tree and Shrub Inspection (Data Analysis)
Protected tree and shrub species under the LA City Protected Tree Ordinance #186873 are as follows: all southern California native oaks (*Quercus species)* except scrub oaks (*Quercus berberidifolia*), southern California black walnut (*Juglans californica*), Western sycamore (*Platanus racemosa*), California bay laurel (*Umbellularia californica*), Mexican elderberry (*Sambucus mexicana*), and toyon (*Heteromeles arbutifolia*).

Protected trees and shrubs are those of any of the species listed above that measure at least four cumulative inches trunk diameter at a height of four-and-a-half feet above grade.

I revisited the Project Site on 7/30/25 to verify the tree inventory and update my opinion of whether there are any protected native trees or shrubs on or near the Project Site.

I found that there are no protected native trees or shrubs located on or near the Project Site under the LA City Protected Tree Ordinance #186873.

Please let me know if I can be of further assistance or if you have additional questions.

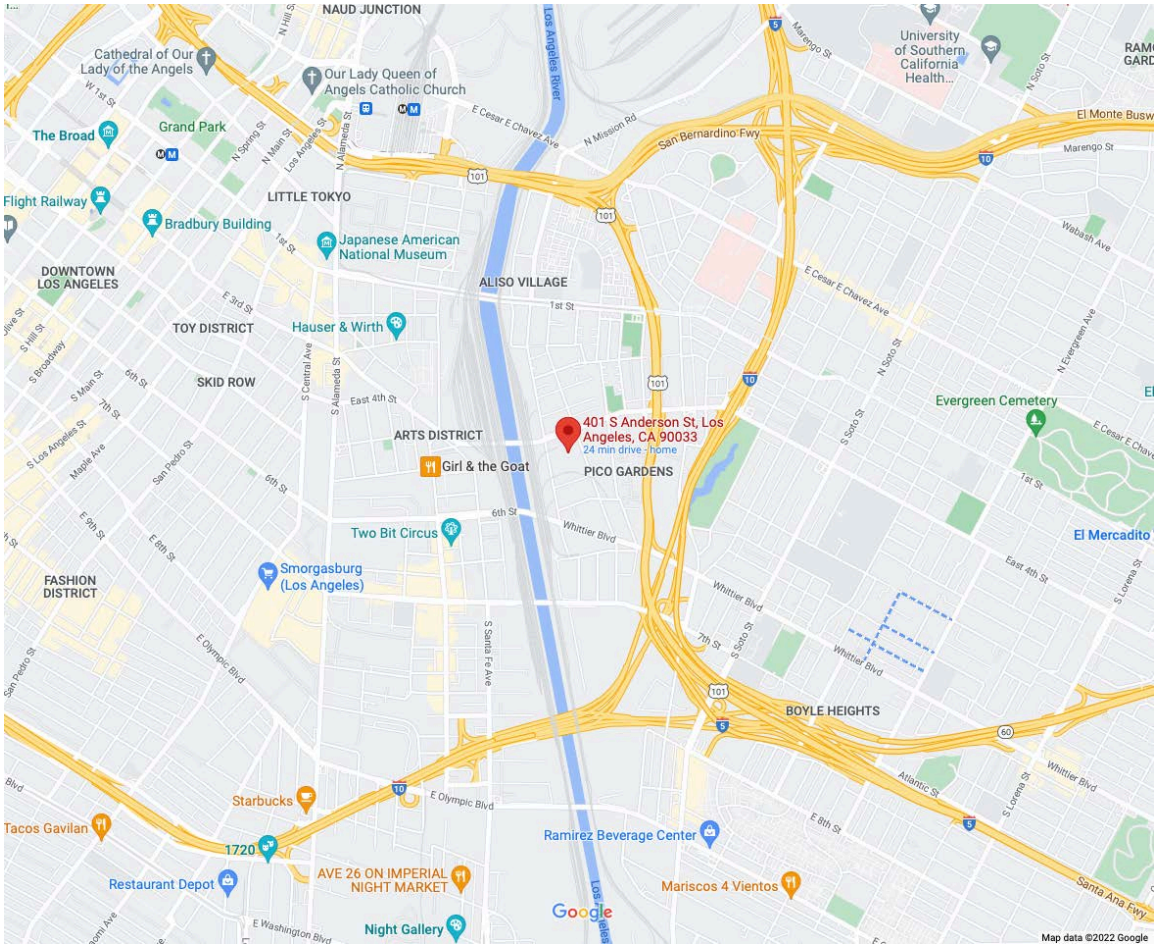
Sincerely,

Alison Lancaster
ASCA Registered Consulting Arborist #770
ISA Board Certified Master Arborist #WE-12464B

Attached: Project Site Location Map
Aerial with Approx. Property Lines

Enclosed: Tree Inventory Data
Tree Inventory Map (2 sheets)
Photo Index (19)
Tree Expert Certification
Tree Expert Resume
Tree Disclosure Statement – to be completed by applicant

Project Site Location Map



Aerial with Approx. Property Lines



Project Name: Ace Mission Studios Project
Address: 4th St/Anderson St/6th St/S Mission Rd

TREE INVENTORY DATA

Field Date: 4/20/22
Updated: 5/18/23 and 7/30/25

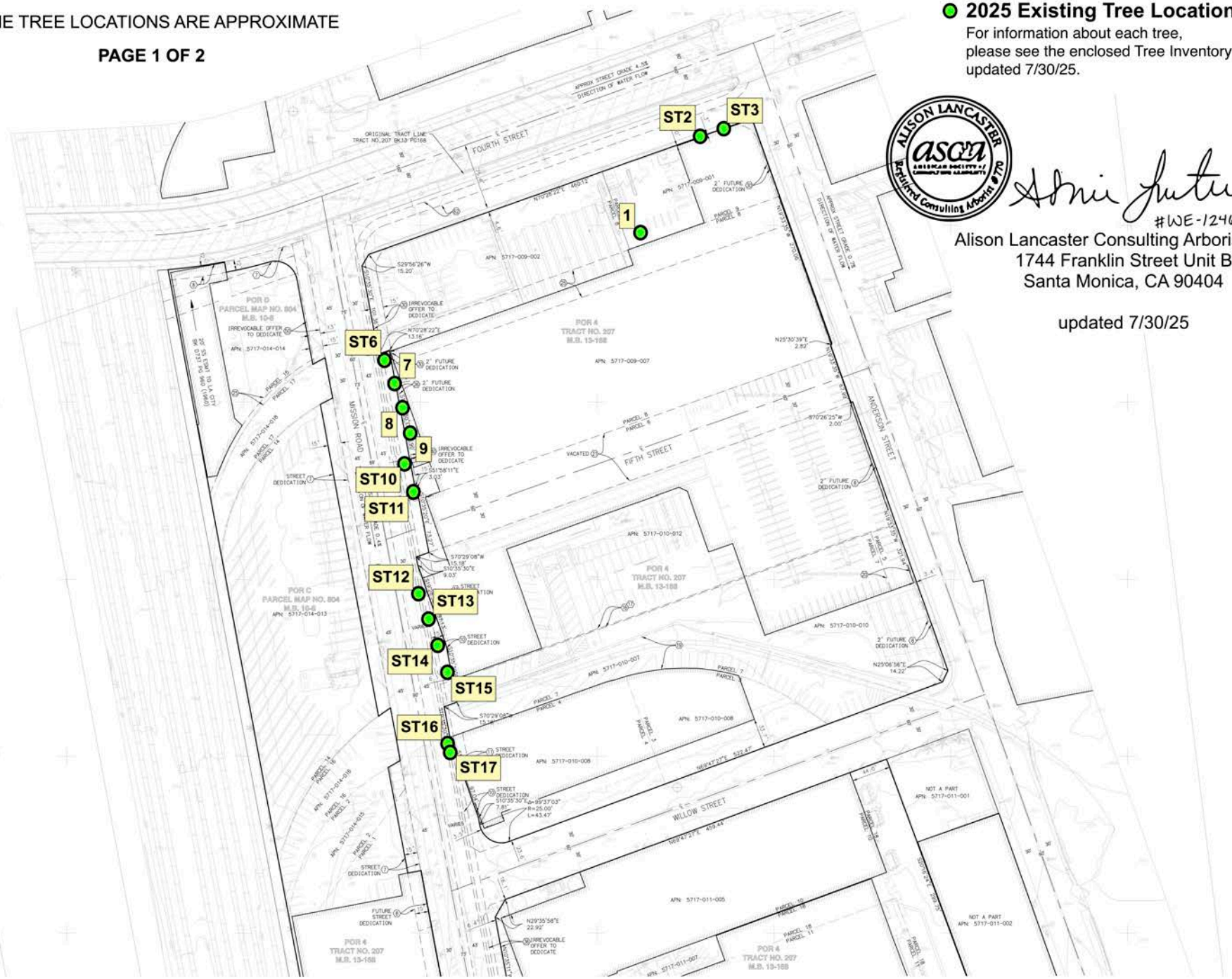
Tree #	Status**	Species		DSH***	Height****	Canopy*****	Physical Condition		Natural or Ornamental	Expected Disposition	2023 Update	2025 Update	Map Page
		Scientific Name	Common Name				Health	Structure					
1	Other On-Site Tree	*Alnus rhombifolia*	white alder	10	30	12r	fair	good	ornamental	no impact	existing	existing	1
ST2*	Street Tree	*Ficus microcarpa*	Indian laurel fig	6 @ 2.5'	12	3r	fair	fair	ornamental	no impact	existing	existing	1
ST3*	Street Tree	*Ficus microcarpa*	Indian laurel fig	6 @ 2.5'	12	4r	fair	fair	ornamental	no impact	existing	existing	1
4	Other On-Site Tree	*Washingtonia robusta*	Mexican fan palm	—							removed	—	
5	Other On-Site Tree	*Cupaniopsis anacardioides*	carrotwood	9	20	9r	good	fair	ornamental	no impact	existing	existing	2
ST6*	Street Tree	*Cupaniopsis anacardioides*	carrotwood	10	25	6/8/14/10	fair	fair	ornamental	no impact	existing	existing	1
7	Other On-Site Tree	*Cupaniopsis anacardioides*	carrotwood	8	20	9r	fair	fair	ornamental	no impact	existing	existing	1
8	Other On-Site Tree	*Cupaniopsis anacardioides*	carrotwood	8	15	8r	fair	fair	ornamental	no impact	existing	existing	1
9	Other On-Site Tree	*Cupaniopsis anacardioides*	carrotwood	10 @ 4'	20	8r	fair	fair	ornamental	no impact	existing	existing	1
ST10*	Street Tree	*Cupaniopsis anacardioides*	carrotwood	7	15	6r	fair	fair	ornamental	no impact	existing	existing	1
ST11*	Street Tree	*Cupaniopsis anacardioides*	carrotwood	11	25	10r	fair	fair	ornamental	no impact	existing	existing	1
ST12*	Street Tree	*Cupaniopsis anacardioides*	carrotwood	10 @ 3'	25	10r	fair	fair	ornamental	no impact	existing	existing	1
ST13*	Street Tree	*Cupaniopsis anacardioides*	carrotwood	8	15	7r	fair	fair	ornamental	no impact	existing	existing	1
ST14*	Street Tree	*Cupaniopsis anacardioides*	carrotwood	10	20	8r	fair	fair	ornamental	no impact	existing	existing	1
ST15*	Street Tree	*Cupaniopsis anacardioides*	carrotwood	9	25	9r	fair	fair	ornamental	no impact	existing	existing	1
ST16*	Street Tree	*Washingtonia robusta*	Mexican fan palm	18	20BTF	6r	fair	fair	ornamental	no impact	existing	existing	1
ST17*	Street Tree	*Washingtonia robusta*	Mexican fan palm	20	30BTF	8r	fair	fair	ornamental	no impact	existing	existing	1
ST18*	Street Tree	*Cupaniopsis anacardioides*	carrotwood	6.5	20	8r	fair	fair	ornamental	no impact	existing	existing	2
19	Other On-Site Tree	*Cupaniopsis anacardioides*	carrotwood	8	20	10r	fair	fair	ornamental	no impact	existing	existing	2
20	Other On-Site Tree	*Cupaniopsis anacardioides*	carrotwood	8	20	10r	fair	fair	ornamental	no impact	existing	existing	2
21	Other On-Site Tree	*Ficus microcarpa*	Indian laurel fig	—							removed	—	
22	Other On-Site Tree	*Ficus microcarpa*	Indian laurel fig	—							removed	—	
23	Other On-Site Tree	*Ficus microcarpa*	Indian laurel fig	—							removed	—	
24	Other On-Site Tree	*Ficus microcarpa*	Indian laurel fig	—							removed	—	
25	Other On-Site Tree	*Washingtonia robusta*	Mexican fan palm	—							removed	—	
26	Other On-Site Tree	*Washingtonia robusta*	Mexican fan palm	—							removed	—	
27*	Other On-Site Tree	*Cupaniopsis anacardioides*	carrotwood	8	25	103	good	fair	ornamental	no impact	not qualifying	existing	2
28*	Other On-Site Tree	*Cupaniopsis anacardioides*	carrotwood	8	20	8r	fair	fair	ornamental	no impact	not qualifying	existing	2

* No tag.
** Status is Street Tree (any size and species of tree located in the parkway), Protected Native Tree or Shrub (≥ 4" DSH - native oak, walnut, sycamore, bay, elderberry, toyon, located either on- or off-site), Other On-Site Tree (≥ 8" DSH - all other tree species located on-site), Other Off-Site Tree (≥ 8" DSH - all other tree species located off-site), or Significant Tree (≥ 12" DSH and/or 35' tall - non-protected tree species located either on- or off-site in Mt Washington/Glassell Park Specific Plan only)
*** Trunk diameter is measured in inches at standard height of 4.5 feet above grade, unless indicated otherwise.
**** Height is estimated in feet. BTF is brown trunk feet for palms.
***** Canopy is the canopy spread estimated in feet to the North/East/South/West, or an average canopy spread radius "r" estimated in feet.

TREE INVENTORY MAP

SOME TREE LOCATIONS ARE APPROXIMATE

PAGE 1 OF 2



2025 Existing Tree Location

For information about each tree, please see the enclosed Tree Inventory Data updated 7/30/25.

ALISON LANCASTER ASCA AMERICAN SOCIETY OF CONSULTING ARBORISTS Registered Consulting Arborist #770

#WE-12464A

Alison Lancaster Consulting Arborists LLC
1744 Franklin Street Unit B
Santa Monica, CA 90404

updated 7/30/25

kpff

OWNER:
DUESENBERG INVESTMENT COMPANY

SUBDIVIDER:
TOPA EQUITIES
1800 AVENUE OF THE STARS, SUITE 1400
LOS ANGELES, CA 90067
CONTACT: JUSTIN MAHRAMAS
(XXX) XXX-XXXX

LAND SURVEYOR:
KPFF CONSULTING ENGINEERS, INC.
700 S. FLOWER STREET, SUITE 2100
LOS ANGELES, CA 90017
CONTACT: CHRIS JONES, PLS
(213) 418-0201

N
0 20' 40'
SCALE: 1"=40'

REVISIONS		
DATE		ISSUED FOR
03/02/22		REVD 3RD ST. WOD REQ.

DATE	04/06/2022
PROJECT NUMBER	2200094
DRAWN BY	NL
CHECKED BY	CJ
SCALE	AS SPECIFIED

PROJECT DESCRIPTION:
ACE BEVERAGE CAMPUS
LOS ANGELES, CA 90033
VESTING TENTATIVE TRACT MAP NO. XXXXX

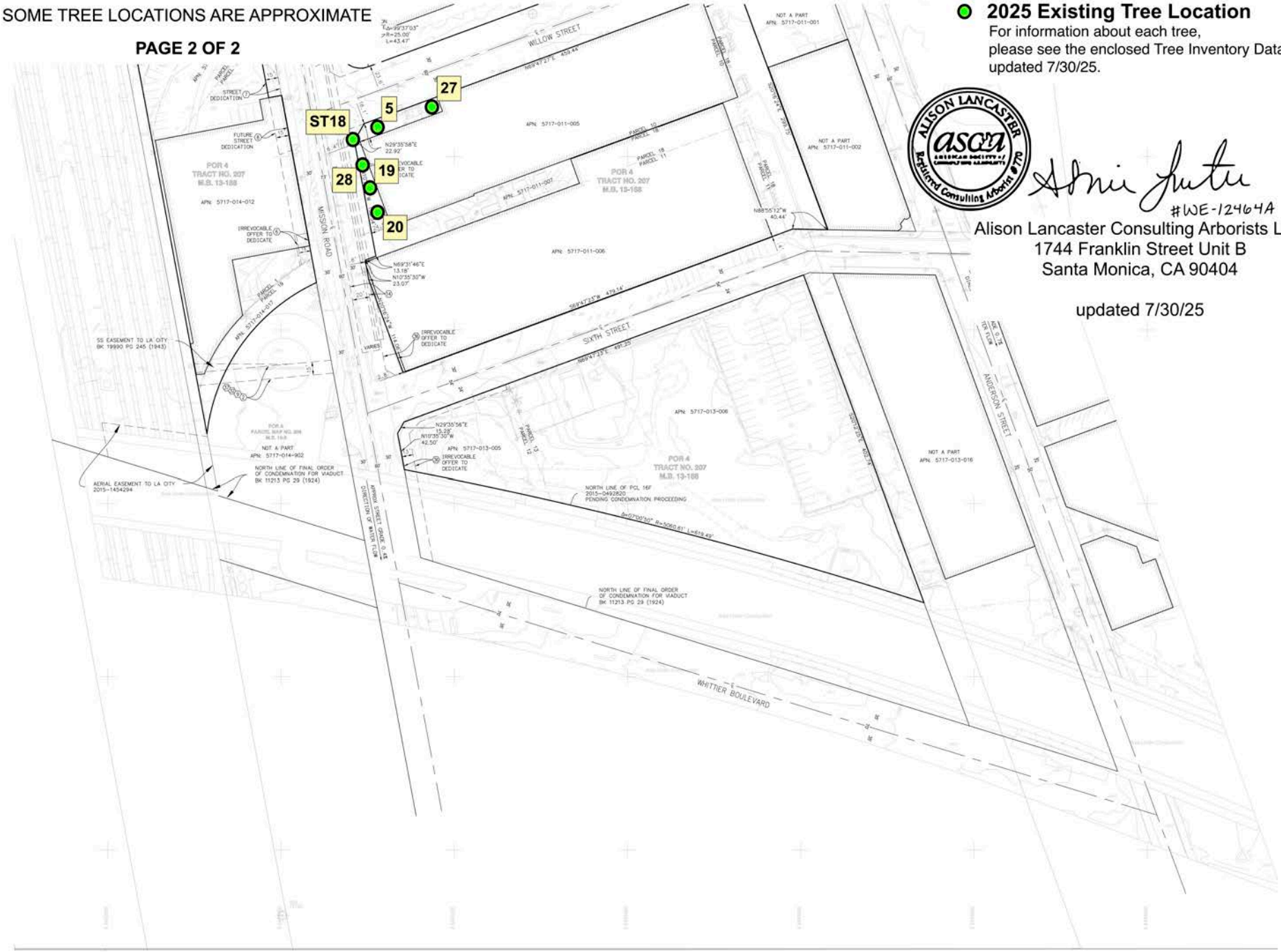
SHEET NUMBER

SHEET 3 0F 4

TREE INVENTORY MAP

SOME TREE LOCATIONS ARE APPROXIMATE

PAGE 2 OF 2



2025 Existing Tree Location

For information about each tree, please see the enclosed Tree Inventory Data updated 7/30/25.

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LOS ANGELES, CA 90033
VESTING TENTATIVE TRACT MAP NO. XXXXX

SHEET NUMBER

SHEET 4 0F 4

TREE 1

Other On-Site Tree – white alder (*Alnus rhombifolia*)
No Impact



TREES ST2 and ST3 (right and left)
Street Trees – Indian laurel figs (*Ficus macrocarpa*)
No Impact



TREE 5
Other On-Site Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE ST6
Street Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE 7
Other On-Site Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE 8
Other On-Site Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE 9
Other On-Site Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE ST10
Street Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE ST11
Street Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE ST12
Street Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE ST13
Street Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE ST14
Street Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE ST15
Street Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREES ST16 and ST17 (left and right)
Street Trees – Mexican fan palms (*Washingtonia robusta*)
No Impact



TREE ST18
Street Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE 19
Other On-Site Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE 20
Other On-Site Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE 27
Other On-Site Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact



TREE 28
Other On-Site Tree – carrotwood (*Cupaniopsis anacardioides*)
No Impact

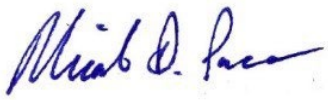


The American Society of Consulting Arborists®

In recognition of fulfillment of the requirements for
Registered Consulting Arborist® status confers upon

Alison Lancaster, RCA #770

Registered Membership
June 15, 2022



MICAH PACE, RCA #607; PRESIDENT



KRISTEN PHILIPS, CAE; EXECUTIVE DIRECTOR

ASCA | RCA
Registered Consulting Arborist®

(818) 631-4664 **ALISON LANCASTER** ALISON@ALCA-LLC.COM

CERTIFICATIONS

08/26/22	**Board Certified Master Arborist,** ISA	**#WE-12464B**
06/15/22	**Registered Consulting Arborist,** ASCA	**#770**
10/30/19	**Tree Risk Assessment Qualified,** ISA	—
01/25/19	**Certified Arborist,** ISA	—

PROFESSIONAL EXPERIENCE

since 2021	**Principal Arborist,** Alison Lancaster Consulting Arborists LLC	Santa Monica, CA
2019-2021	**Associate Arborist,** Jan C. Scow Consulting Arborists, LLC	Santa Monica, CA
2016-2019	**Assistant Arborist,** Jan C. Scow Consulting Arborists, LLC	Santa Monica, CA
2016-2017	**Assistant Arborist,** Mellinger Tree Service, LLC	Santa Monica, CA
2015-2016	**Intern,** City of Pasadena Urban Forestry Department	Pasadena, CA

MEMBERSHIPS

since 2021	**American Society of Consulting Arborists**	—
since 2017	**Western Chapter of International Society of Arboriculture**	—

PRESENTATIONS GIVEN

since 2022	**Theodore Payne Foundation – Bimonthly Speaker**	Sun Valley, CA
	"Understanding Oaks", "SoCal Native Trees", and "Body Language of Trees"	
05/02/24	**90th WCISA Annual Conference – "Values Based Practice"**	San Diego, CA
01/11/24	**WTFD Annual Meeting – "Failure Archetypes"**	San Rafael, CA
08/20/22	**PTCA Annual Seminar and Field Day – "Entry to Arboriculture"**	San Diego, CA
01/20/22	**WTFD Annual Meeting – "Tree Failure Evaluation: A Virtual Approach"**	Virtual

SEMINARS AND CONFERENCES ATTENDED

06/04/25	**Urban Pines,** WCISA	Virtual
04/23/25	**91st Annual Conference: Branching Out,** WCISA	Tucson, AZ
03/22/25	**Post-Fire Tree Assessment Workshop,** UCANR	Altadena, CA
02/27/25	**Arboricultural and Environmental Strategies,** STS	Los Angeles, CA
02/05/25	**Tree Inventory Workshop,** WCISA	Los Angeles, CA
12/05/24	**2024 ASCA Annual Conference,** ASCA	Tucson, AZ
09/13/24	**IOS Tour of California Oaks,** International Oak Society	CA
08/12/24	**2024 ISA Annual Conference – 100th Year,** ISA	Atlanta, GA
08/07/24	**Introduction to Prescription Pruning,** WCISA	Virtual
04/30/24	**90th Annual Conference: Cultivating Competence,** WCISA	San Diego, CA
02/22/24	**Seedling to Skyline,** STS	Lakewood, CA
02/08/24	**Trees and Construction,** WCISA	Los Angeles, CA
02/07/24	**Fruit Tree Primer,** WCISA	Virtual
01/11/24	**Western Tree Failure Database Annual Meeting,** WCISA	San Rafael, CA
12/04/23	**2023 ASCA Annual Conference,** ASCA	Renton, WA

10/26/23	**Tree Risk Assessment Qualification Renewal Course,** ISA	Los Angeles, CA
09/21/23	**Tree Architecture and Adaptive Growth,** ASCA	Virtual
09/08/23	**Pests and Diseases of Trees,** WCISA	Anaheim, CA
07/27/23	**After the Storm,** STS	San Marino, CA
06/08/23	**Who Owns Boundary Trees,** ASCA	Virtual
05/09/23	**89th Annual Conference: Innovative Arboriculture,** WCISA	Olympic Valley, CA
02/01/23	**Mycorrhizae with Christian Schwarz,** WCISA	Virtual
01/24/23	**Structural Pruning Workshop,** WCISA	Los Angeles, CA
12/16/22	**Annual Pest Fest,** WCISA	Virtual
09/23/22	**Best Practices Beyond the Standards,** WCISA	Anaheim, CA
08/19/22	**33rd Annual Seminar and Field Day,** PTCA	San Diego, CA
07/14/22	**Creative Approaches to Managing Trees,** STS	San Marino, CA
05/03/22	**88th Annual Conference: Innovative Arboriculture,** WCISA	Oakland, CA
02/15/22	**Consulting Academy,** ASCA	Indianapolis, IN
01/20/22	**Western Tree Failure Database Annual Meeting,** WCISA	Virtual
09/22/21	**Tree Preservation,** WCISA	Anaheim, CA
08/19/21	**32nd Annual Seminar and Field Day,** PTCA	San Diego, CA
06/07/21	**87th Annual Conference: Far Out Arboriculture,** WCISA	Virtual
01/28/21	**Western Tree Failure Database Annual Meeting,** WCISA	Virtual
01/13/21	**TCI Virtual Summit 2021,** TCIA	Virtual
12/07/20	**2020 ISA Annual Conference,** ISA	Virtual
12/02/20	**Field Soil Testing for Arborists,** Tracey Tackeuchi	Virtual
11/09/20	**86th Annual Conference: Reach Your Highest Peak,** WCISA	Virtual
10/15/20	**Understanding Soils in your Landscape,** James Urban	Virtual
10/14/20	**Advanced Pruning Concepts,** Leslie Lyles	Virtual
10/08/20	**Cable and Bracing Trees,** Chris Francis	Virtual
10/07/20	**Weeds and Soil,** Igor Lacan, Ph.D.	Virtual
10/02/20	**Shade Tree Diseases: 5 Part Webinar Series,** Jim Downer, Ph.D.	Virtual
09/18/20	**Trees and Water,** WCISA	Virtual
09/02/20	**Bare-root Pruning,** Linda Chalker-Scott, Ph.D.	Virtual
08/27/20	**Tools of the Trade,** STS	Virtual
08/05/20	**Utility Vegetation Management,** Vince Mikulanis, Davey	Virtual
07/23/20	**Identifying and Treating Pests in SoCal,** STS	Virtual
06/03/20	**Pest Update: Overview…,** Igor Lacan, Ph.D.	Virtual
05/21/20	**Mulches: Use of Tree Chips in Landscape,** Jim Downer, Ph.D.	Virtual
04/20/20	**The Botany of Trees: 5 Part Webinar Series,** Matt Ritter, Ph.D.	Virtual
02/13/20	**Trees and Infrastructure,** STS	San Marino, CA
10/28/19	**Tree Risk Assessment Qualification Course,** ISA	Los Angeles, CA
10/07/19	**Trees of the Chiricahua Mountains,** UCCE	Portal, AZ
08/15/19	**Soil School at Crooked Creek Research Station,** WCISA	White Mountains, CA
07/04/19	**Nat. History of the White Mountains,** Channel Islands Rest.	White Mountains, CA
06/28/19	**Eucalyptus Workshop,** Matt Ritter, Ph.D. and Jenn Yost, Ph.D.	Arcadia, CA
03/28/19	**Western Tree Failure Database Annual Meeting,** WCISA	Fullerton, CA

02/26/19	**Structural Pruning Workshop,** WCISA	Los Angeles, CA
05/30/18	**Advanced Arboriculture – Using Tree Biomechanics,** WCISA	San Marino, CA
05/30/18	**84th Annual Conference: Old Growth, New Growth,** WCISA	Santa Rosa, CA
03/22/18	**Pests, Fire, and Climate Change,** STS	Los Angeles, CA
03/21/18	**CTFRP Annual Meeting,** WCISA	Fullerton, CA
02/15/18	**The Urban Forest and You,** STS	San Marino, CA
01/16/18	**Landscape Disease Symposium,** UCANR	Santa Paula, CA
10/12/17	**Best Management Practices,** WCISA	Santa Barbara, CA
10/09/17	**TLC Wildlife Awareness Workshop,** Sims Tree Learning Center	Irvine, CA
09/15/17	**Protecting Trees in a Changing Environment,** WCISA	Anaheim, CA
07/19/17	**Extreme Urban Forestry,** STS	Pomona, CA
06/27/17	**Fabulous Landscape Fig Day,** WCISA	Arcadia, CA
03/23/17	**CTFRP Annual Meeting,** WCISA	Fullerton, CA
12/06/16	**Entomology Association of So. Cal. Winter Meeting,** Various	Arcadia, CA
08/03/16	**Wood Decay in Urban Trees,** WCISA	San Marino, CA
06/30/16	**Tough Trees Workshop,** Matt Ritter, Ph.D. and Jenn Yost, Ph.D.	Arcadia, CA

EXTRACURRICULARS

since 2024	**ASCA Ambassador,** ASCA	—
since 2022	**Vice President on WCISA Board serving 2022-2029,** WCISA	—
since 2022	**Women in Arboriculture Committee,** WCISA	—
since 2022	**TREE Fund Committee,** WCISA	—
since 2020	**Membership Committee,** WCISA	—
since 2020	**Wildland Resources and Forestry Advisory Committee,** Citrus College	—
2025	**Volunteer at Tree Circus at LA County Fair,** WCISA	Pomona, CA
2025	**Volunteer at Tree Circus and Girl Scout Tree Work Day**, WCISA	Pomona, CA
2025	**Consultant on "Roots and Branches" Exhibit**, SMHM	Santa Monica, CA
2024	**ISA Leadership Workshop,** ISA	Atlanta, GA
2024	**Volunteer at Tree Circus at LA County Fair,** WCISA	Pomona, CA
2023	**Volunteer in Horticulture and Sales,** Theodore Payne Foundation	Sunland, CA
2023	**Volunteer at Tree Circus at LA County Fair,** WCISA	Pomona, CA
2022	**Organizer for WIA Women's Climbing Workshop,** WCISA	Applegate, CA
2021-2022	**Chair of Women in Arboriculture Committee,** WCISA	—
2020-2022	**Chair of TREE Fund Committee,** WCISA	—
2022	**Volunteer at Tree Circus at LA County Fair,** WCISA	Pomona, CA
2022	**Organizer for Women's Chainsaw Workshop,** WCISA	Applegate, CA
2019-2021	**Co-Chair of Women in Arboriculture Committee,** WCISA	—
2018-2020	**Volunteer in Horticulture and Sales,** Theodore Payne Foundation	Sunland, CA
2019	**Assistant at WIA Women's Climbing Workshop,** WCISA	Applegate, CA
2019	**Recipient of Young Professional Award,** WCISA	—
2018	**WIA Women's Climbing Workshop,** WCISA	Hollywood, CA
2017	**TLC Wildlife Aware Graduate,** Sims Tree Learning Center	Riverside, CA
2015	**Teacher's Assistant,** Plant Identification Class at Citrus College	Glendora, CA

2015 **PSHB Survey Volunteer,** City of Pasadena Public Works Pasadena, CA

EDUCATION

2014-2015 **Citrus College –** *Associate of Science, Wildland Resources and Forestry*
Completed courses including Plant Identification, Forest Ecology, and Intro to GIS

2007-2011 **University of California, Irvine -** *Bachelor of Arts, Political Science*
Completed courses including Statistics, General and Organic Chemistry, DNA to Organisms Biology, and Organisms to Ecosystems Biology

APPLICATIONS

TREE DISCLOSURE STATEMENT

Los Angeles Municipal Code (LAMC) Section 46.00 requires the protection of specific trees/shrubs located on private and public property, and that they be shown on submitted and approved site plans. Any discretionary application on a property that includes changes to the building footprint or any other change to the areas of the property not currently built upon or paved, including demolition, grading, or fence permit applications, or any discretionary change that could potentially remove or affect trees or shrubs, shall provide a Tree Disclosure Statement completed and signed by the Property Owner.

In addition to the submittal of the Tree Disclosure Statement, the second portion of this form is the Tree Letter. If the Tree Disclosure Statement indicates the presence of protected trees/shrubs on the project site, including within the public right-of-way, that will not be removed or impacted by the project, then the Tree Letter will be required. When the Tree Letter is required, a Tree Expert will need to conduct an initial field analysis clarifying how the project will have no impact on protected trees/shrubs, including protected species within the public right-of-way. Additionally, as part of the Tree Letter, the Tree Expert will need to provide a Tree Plan which details the existing trees on site, as well as a list with photographs of all trees on site and within the public right-of way. Instead of filing a Tree Report which details the level of impact to the trees on site, the Tree Expert will complete the Tree Letter when there will not be any impacts to trees/shrubs due to the proposed project. A copy of the form shall be submitted to the project's administrative files with Los Angeles City Planning.

If the Tree Disclosure Statement and/or the Tree Letter indicate that there are any protected trees/shrubs on the project site and/or protected tree/shrubs in the public right-of-way that may be impacted or removed as a result of the project, a Tree Report (CP-4068) will be required, and the field visit must be conducted by a qualified Tree Expert, prepared and conducted within the last 12 months.

Property Address: 516 S Mission Road, Los Angeles, CA 90033

Date of Site Visit: 7/30/25

Tree Disclosure Statement

Complete all the following fields below:

Does the property contain any of the following protected trees or shrubs?

As defined in the Protected Tree Ordinance (Ord. No. 186,873), the minimum size requirement for a protected tree is four inches or more in cumulative diameter, four and one-half feet above the ground level at the base of the tree. The minimum size requirement for a protected shrub is four inches or more in cumulative diameter, four and one-half feet above the ground level at the base of the shrub.

For reference purposes only, additional guidance and species identification information can be found in the Photographic Guide to the City of Los Angeles Protected Trees and Shrubs: https://streetsla.lacity.org/files/los-angeles-protected-trees-photo-guide-2024-septpdf

- ☐ **Yes** (Mark any that apply below)
  - ☐ Oak, including Valley Oak (Quercus lobota) and California Live Oak (Quercus agrifolia) or any other tree of the oak genus indigenous to California, but excluding the Scrub Oak
  - ☐ Southern California Black Walnut (*Juglans californica*)
  - ☐ Western Sycamore (*Platanus racemosa*)
  - ☐ California Bay (*Umbellularia californica*)
  - ☐ Mexican Elderberry (*Sambucus mexicana*)
  - ☐ Toyon (*Heteromeles arbutifolia*)
- ☑ **No**
- ☐ If unsure, please mark here. A Tree Expert may be required to inspect possible protected species at the discretion of the City Staff.

Does the property propose to remove any of the protected trees or shrubs listed above (per Ordinance No. 186,873)?

☐ **Yes** ☑ **No**

*If **Yes**, a Tree Expert must complete the Tree Report. See Form CP-4068 for more details.*

*If **No**, a Tree Expert must complete the Tree Letter section below and provide all accompanying documentation.*

Have any trees or shrubs been removed in the last two years?

☐ **Yes** ☑ **No**

*If **Yes**, provide permit information:*_____

Have any protected trees or shrubs been removed in the last two years (as listed in Ordinance No. 186,873)?

☐ **Yes** ☑ **No**

*If **Yes**, provide permit information:*_____

Does the property contain any street trees in the adjacent Public Right-of-Way?

☑ **Yes** ☐ **No**

Is the project proposing to remove any existing protected species of street trees in the adjacent Public Right of Way?

☐ **Yes** ☑ **No**

*If **Yes**, a Tree Expert must complete the Tree Report. See Form CP-4068 for more details.*

Does the project occur within the Mt. Washington/Glassell Park Specific Plan Area and contain any trees 12 inches or more in diameter at 4.5 feet above average natural grade at the base of the tree and/or is more than 35 feet in height?

☐ **Yes** ☑ **No**

Photo Index. Provide clear color photos of each tree in its entirety. The minimum photo size for each protected tree/shrub is 5" x 7" and must include the tree number, tree name, and recommendation on the same page. Multiple trees may be shown in one photo if there is a method to differentiate between individual trees. Indicate if any trees other than street trees are intentional ornamental plantings. Photo labels must correspond to the site plan for each of the following tree categories:

- Street trees in the adjacent public right-of-way
- Protected trees/shrubs (Ordinance No. 186,873)
- Other on-site trees (not including protected trees/shrubs nor significant/native trees)
- Off-site trees (include trees where their roots or canopy encroaches on the parcel)

Tree Letter (If Applicable) NOT APPLICABLE

This section is to be completed only by a Tree Expert. For Tree Expert credentials, refer to page 6.

Will the project remove or possibly create a substantial effect on any of the above-marked protected trees, protected shrubs, and/or protected tree/shrub species within the public right-of-way?

☐ **Yes.** The project will require a Tree Report (CP-4068) by a Tree Expert.

Please describe which of the above-protected trees and/or protected shrubs may be affected by the project:

NOT APPLICABLE

☐ **No.** The project site will not remove or possibly create a substantial effect on any of the listed protected trees and/or protected shrubs and will not need a Tree Report.

Please describe how the project will not remove or possibly create a substantial effect on the protected trees and/or shrubs. Include strategies and management practices to protect and maintain the species on site such as methods for avoiding soil compaction or mechanical damage:

NOT APPLICABLE

Additional Information Attached: ☐ **Yes** ☐ **No**

Photo Index. Provide clear color photos of each tree in its entirety. The minimum photo size for each protected tree/shrub is 5" x 7" and must include the tree number, tree name, and recommendation on the same page. Multiple trees may be shown in one photo if there is a method to differentiate between individual trees. Indicate if any trees other than street trees are intentional ornamental plantings. Photo labels must correspond to the site plan for each of the following tree categories:

- Street trees in the adjacent public right-of-way
- Protected trees/shrubs (Ordinance No. 186,873)
- Other on-site trees (not including protected trees/shrubs nor significant/native trees)
- Off-site trees (include trees where their roots or canopy encroaches on the parcel)

Tree Plan. Provide a site plan identifying the locations and species of all existing trees and shrubs (protected and) onsite. Append an 11" x 17" or larger legible site plan to the Tree Report. The site plan should also include the following information:

- Topography
- Color-coded tree/shrub symbols:
    - Yellow: Oak tree including Valley Oak (*Quercus lobata*) and California Live Oak (*Quercus agrifolia*), or any other tree of the oak genus indigenous to Southern California but excluding the Scrub Oak (*Quercus berberidifolia*)
    - Blue: Western Sycamore (*Platanus racemosa*)
    - Green: California Bay (*Umbellularia californica*)
    - Orange: Southern California black walnut (*Juglans californica*)
    - Pink: Mexican Elderberry (*Sambucus mexicana*)
    - Brown: Toyon (*Heteromeles arbutifolia*)
    - Purple: Significant Tree
- Approximate canopy extent (size and shape) and a Tree Protection Zone
- Locations of off-site trees that may be impacted by the project, if applicable
    - The footprint of any proposed buildings, walls, patios, pools, etc.
- The lot and proposed building(s) square footage

Tree Expert Credentials

Only to be completed by the Tree Expert of hire

Name of Tree Expert: Alison Lancaster

Mark which of the following qualifications apply:

- ☐ Certified arborist with the International Society of Arboriculture who holds a license as an agricultural pest control advisor
- ☐ Certified arborist with the International Society of Arboriculture who is a licensed landscape architect
- ☑ Registered consulting arborist with the American Society of Consulting
- ☐ Arborists

Certification/License No.: RCA #770

Tree Expert Name and Signature: 

Date: 7/30/25

PROPERTY OWNER AFFIDAVIT

Before the application can be accepted, the owner of each property involved must provide a notarized signature to verify the application is being filed with their knowledge. Staff will confirm ownership based on the records of the City Engineer and/or County Assessor. In the case of partnerships, corporations, LLCs, or trusts, an officer of the ownership entity so authorized may sign as stipulated below.

- **Ownership Disclosure.** If the property is owned by a partnership, corporation, LLC, or trust, a disclosure identifying an officer of the ownership entity must be submitted. The disclosure must list the names and addresses of the principal owners (25% interest or greater). The signatory must appear in this list of names. A letter of authorization, as described below, may be submitted provided the signatory of the letter is included in the Ownership Disclosure. Include a copy of the current partnership agreement, corporate articles, or trust document as applicable.

- **Letter of Authorization (LOA).** A LOA from a property owner granting someone else permission to sign the application form may be provided if the property is owned by a partnership, corporation, LLC, or trust or in rare circumstances when an individual property owner is unable to sign the application form. To be considered for acceptance, the LOA must indicate the name of the person being authorized the file, their relationship to the owner or project, the site address, a general description of the type of application being filed and must also include the language in items 1-7 below. In the case of partnerships, corporations, LLCs or trusts the LOA must be signed and notarized by the authorized signatory as shown on the Ownership Disclosure or in the case of private ownership by the property owner. Proof of Ownership for the signatory of the LOA must be submitted with said letter.

- **Grant Deed.** Provide a Copy of the Grant Deed If the ownership of the property does not match City Records and/or if the application is for a Coastal Development Permit. The Deed must correspond exactly with the ownership listed on the application.

- **Multiple Owners.** If the property is owned by more than one individual (e.g., John and Jane Doe or Mary Smith and Mark Jones) notarized signatures are required of all owners.

    - I hereby certify that I am the owner of record of the herein previously described property located in the City of Los Angeles which is involved in this application or have been empowered to sign as the owner on behalf of a partnership, corporation, LLC or trust as evidenced by the documents attached hereto.

    - I hereby consent to the filing of this application on my property for processing by the Department of City Planning.

    - I understand if the application is approved, as part of the process the City will apply conditions of approval which may be my responsibility to satisfy including, but not limited to, recording the decision and all conditions in the County Deed Records for the property.

    - By my signature below, I declare under penalty of perjury under the laws of the State of California that foregoing statements are true and correct.

Property Owner's signature must be signed/notarized in the presence of a Notary Public. The City requires an original signature from the property owner with the "wet" notary stamp. A Notary Acknowledgment is available for your convenience on the following page.

Signature _____ **Date** _____

Print Name _____

Signature _____ **Date** _____

Print Name _____

Space Below for Notary's Use

California All-Purpose Acknowledgement **Civil Code ' 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____

On _____ before me, _____
(Insert Name of Notary Public and Title)

personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf on which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____
(Signature)

Seal

APPLICANT DECLARATION

A separate signature from the applicant, whether they are the property owner or not, attesting to the following, is required before the Tree Disclosure Statement can be accepted.

1. I hereby certify that the information provided in this application, including plans and other attachments, is accurate and correct to the best of my knowledge. Furthermore, should the stated information be found false or insufficient to fulfill the requirements of the Department of City Planning. I agree to revise the information as appropriate.
2. I hereby certify that I have fully informed the City of the nature of the project for purposes of the California Environmental Quality Act (CEQA) and have not submitted this application with the intention of segmented a larger project in violation of CEQA. I understand that should the City determine that the project is part of a larger project for purposes of CEQA, the City may revoke any approvals and/or stay any subsequent entitlements or permits (including certificates of occupancy) until a full and complete CEQA analysis is reviewed and appropriate CEQA clearance is adopted or certified.
3. I understand that the environmental review associated with this application is preliminary, and that after further evaluation, additional reports, studies, applications and/or fees may be required.
4. I understand and agree that any report, study, map or other information submitted to the City in furtherance of this application will be treated by the City as public records which may be reviewed by any person and if requested, that a copy will be provided by the City to any person upon the payment of its direct costs of duplication.
5. I understand that the burden of proof to substantiate the request is the responsibility of the applicant. Additionally, I understand that planning staff are not permitted to assist the applicant or opponents of the project in preparing arguments for or against a request.
6. I understand that there is guarantee, expressed or implied, that any permit or application will be granted. I understand that each matter must be carefully evaluated and that the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions.
7. I understand that if this application is denied, there is no refund of fees paid.
8. I understand and agree to defend, indemnify, and hold harmless, the City, its officers, agents, employees, and volunteers (collectively “City”), from any and all legal actions, claims, or proceedings (including administrative or alternative dispute resolution (collectively “actions”)), arising out of any City process or approval prompted by this Action, either in whole o r in part. Such actions include but are not limited to: actions to attack, set aside, void, or otherwise modify, an entitlement approval, environmental review, or subsequent permit decision; actions for personal or property damage; actions based on an allegation of an unlawful pattern and practice; inverse condemnation actions; and civil rights or an action based on the protected status of the petitioner or claimant under state or federal law (e.g. ADA or Unruh Act). I understand and agree to reimburse the City for any and all costs incurred in defense of such actions. This includes, but is not limited to, the payment of all court costs and attorneys’ fees, all judgements or awards, damages, and settlement costs. The indemnity language in this paragraph is intended to be interpreted to the broadest extent permitted by law and shall be in addition to any other indemnification language agreed to by the applicant.

9. I understand that the City is protected by numerous statutory immunities from liability for damages that may be caused by its land use regulatory actions, as set forth in Government Code, section 818, et seq. For instance, the City cannot be held liable for personal or property injuries or damages allegedly caused by its approval and issuance of any discretionary permit, entitlement or approval (Gov. Code § 818.4), or its failure to inspect or its negligence in inspecting a property for the purpose of determining whether the property complies with or violates any permit, entitlement or approval or contains or constitutes a hazard to health or safety (Gov. Code § 818.6).
10. By my signature below, I declare under penalty of perjury, under the laws of the State of California, that all statements contained in this application and any accompanying documents are true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of license or permit.

The City requires an original; signature from the applicant. The applicant's signature below does not need to be notarized.

Signature _____ **Date**_____

Print Name _____