



## Rincon Consultants, Inc.

Environmental Scientists      Planners      Engineers

### M E M O R A N D U M

■ **Ventura**

180 North Ashwood Avenue  
Ventura, California 93003  
8 0 5 6 4 4 4 4 5 5  
F A X 6 4 4 4 2 4 0

□ **San Luis Obispo**

1530 Monterey Street, Suite D  
San Luis Obispo, California 93401  
8 0 5 5 4 7 0 9 0 0  
F A X 5 4 7 0 9 0 1

□ **Carlsbad**

5135 Avenida Encinas, Suite A  
Carlsbad, California 92008  
7 6 0 9 1 8 9 4 4 4  
F A X 9 1 8 9 4 4 9

□ **Monterey**

437 Figueroa Street, Suite 203  
Monterey, California 93940  
8 3 1 3 3 3 0 3 1 0  
F A X 3 3 3 0 3 4 0

□ **Oakland**

180 Grand Avenue, Suite 400  
Oakland, California 94612  
5 1 0 8 3 4 4 4 5 5  
F A X 8 3 4 4 4 3 3

□ **Riverside**

1485 Spruce Street, Suite D101  
Riverside, California 92507  
9 5 1 7 8 2 0 0 6 1  
F A X 7 8 2 0 0 9 7

□ **Fresno**

255 W. Fallbrook Avenue, Suite 204A  
Fresno, California 93711  
5 5 9 2 2 8 9 9 2 5

□ **Sacramento**

2220 J Street, Suite 7  
Sacramento, California 95816  
9 1 6 7 0 6 1 3 7 4

**Date:** October 5, 2015

**To:** Michael Klein, Planner

**Organization:** City of Calabasas, CA

**From:** Rincon Consultants/Stephanie Lopez

**Email:** mklein@cityofcalabasas.com

**cc:** Lindsey Sarquilla (Rincon), Joe Power (Rincon)

**Re:** Rondell Hotel Oak Tree Report

Dear Mr. Klein,

Rincon's certified arborist, Stephanie Lopez, conducted a peer review of the City's Oak Tree Preservation and Protection Guidelines, the project plans, and the Oak Tree Report prepared by L. Newman Design Group, Inc., dated April 27, 2015, to determine completeness and accuracy of the oak tree report.

Based on the report findings and a brief site visit conducted by Ms. Lopez, no oak trees would be removed as a result of the proposed project. The report addresses the City's requirements for a Request to Alter permit, which are significantly less detailed than the requirements for a Request to Remove permit. The Oak Tree Report includes the major topical requirements for a Request to Alter Permit. However, the report is not well organized, is lacking a couple of sections and we would recommend the following improvements to fulfill all the requirements outlined by the City.

Insert the following missing sections:

- Justification statement
- Description of work

Further, the City's Guidelines for a Request to Alter permit categorize impacts to trees such as Pruning, Encroachment, and Change of Grade. In the Results of Study Section 2B, some information for trees is provided but it is not clear what the impacts to the canopy would be and the term "pruning" is not consistent with the definition in the Guidelines. It would be much clearer if the table had a column for

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each category and an “x” if it pertains to each tree. The notes could be included in a “Notes” column. Additional comments were provided in the report with specific feedback or a request for correction.

In June 2015 the revised report was reviewed by Rincon. On June 17, 2015 Rincon submitted an email to you noting that 2 highlighted comments from our previous email were not addressed in the report; however, the revisions and analysis are sufficient. Our review has been completed.

Thank you for the opportunity to work with you on this important project.

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