



BEAUTIFICATION COMMITTEE STAFF REPORT

ITEM NO. 4.5

DATE: August 6, 2025

TO: Chairperson and Members of the Beautification Committee

FROM: Marisa Gan, Management Analyst II

SUBJECT: Receive a presentation on the City's Tree Action Permit application process

RECOMMENDED ACTION

Staff recommends the Beautification Committee receive a presentation on the City's Tree Action Permit application process.

SUMMARY

The Beautification Committee will receive a presentation from staff on the City's Tree Action Permit process.

DISCUSSION

The Beautification Committee is the City's body that is responsible for hearing any appeal of Tree Action Permits that are denied by the Public Works Department. Property owners are responsible for the maintenance of trees adjacent to their property. Any tree maintenance that goes beyond health and safety pruning requires a Tree Action Permit, available at no cost. Livermore Municipal Code Section 12.20 contains the City's Tree Preservation Ordinance, which defines Protected Trees as any native tree species with a trunk circumference of 24 inches or more and non-native trees with a trunk circumference of 60 inches or more.

Maintenance activities for Protected Trees that require a Tree Action Permit include structural pruning, encroachment into the protected zone of the tree, or removal. Tree Action Permits are reviewed by the City Arborist who will review the application and visit the site before making a determination on the Tree Action Permit. The City Arborist may approve, conditionally approve, or deny the permit. If the requested tree action is denied, any person taking exception to the denial may appeal in writing to the City. The Public Works Director may refer the denied application to the Beautification Committee which will hear the appeal, discuss the appeal, and will approve or deny the appeal.

ATTACHMENTS

[1. Livermore Municipal Code 12.20](#)

Prepared by: Rebecca Aguilera
Administrative Clerk II