

ATTACHMENT 1

Sample Letter to Property Owners or Occupants

RE: Alley Trimming

Dear Resident/Property Owner:

The City of Beverly Hills will be conducting its annual clearing of vegetation growing into the alleys. This work is done to assure that City service and/or emergency vehicles have adequate access to the alleys of the City. We are requesting that you maintain any hedge/plant material that grows from your property line into the alley to a height of fifteen (15) feet, within the next ten (10) working days from the date this postcard is received. **The City's requirements concerning private property foliage are that the plant material is maintained to the edge of the property line and up to a height of fifteen (15) feet.** (BMC 5-7-4 Q, D and E)

If clearance of private property foliage from the alley is not completed within the specified time period, the City's contractor will proceed to trim any plant material remaining to the City's specifications. When this crew encounters a property where vegetation is maintained to the property line and to a height of fifteen (15) feet, it will not be necessary for any clearance pruning to be done at that property. **The City's contractor will not trim hedges/plant material/tree above fifteen (15) feet.** If you have any questions concerning the alley clearance program, please contact Solid Waste Manager, James Burnley at (310) 285-2475.