



### Type I Minor Site Plan & Design Review

Staff use only:

File #: **SP-25-00056** Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

☐ Approved

☐ Approved with Conditions

☐ Denied

Notes: \_\_\_\_\_

Applicant Name: Brandon Watt Phone #: 503-314-5147 Email: Bwatt@orcity.org

Company: Oregon City Parks CCB #: \_\_\_\_\_ Business License #: \_\_\_\_\_

Owner Name: Parks Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

☒ I hereby acknowledge that what results from my project will be properly maintained. (required for approval)

Site Address: 606 John Adams St Clackamas Co. Map/Tax Lot #: \_\_\_\_\_

Project Description: Removal of a Dead Elm tree.

Zoning: Parks Current Use of the Property: Public Library park

Are you proposing a change in use of the property? ☐ Yes ☐ No

#### Review Items: (check all that)

- ☐ Exterior Building Façade Changes ..... Complete **Addendum 1**
- ☐ Building Additions\* ..... Complete **Addendum 2**
- ☐ Parking Lot Changes\* ..... Complete **Addendum 3**
- ☐ Landscaping Changes ..... Complete **Addendum 4**
- ☒ Tree Removal ..... Complete **Addendum 4b**
- ☐ Outdoor Lighting Alterations..... Complete **Addendum 5**
- ☐ Pedestrian Circulation Changes ..... Complete **Addendum 6**
- ☐ Fences, Hedges, Walls, Retaining Walls ... Complete **Addendum 7**
- ☐ Mechanical Equipment Installations..... Complete **Addendum 8**
- ☐ Refuse Enclosure Projects ..... Complete **Addendum 9**
- ☐ Bicycle Parking Changes..... Complete **Addendum 10**
- ☐ Temporary Structures ..... Complete **Addendum 11**
- ☐ Demolition Projects ..... Complete **Addendum 12**
- ☐ Food Carts (Mobile Food Units)\* ..... Complete **Addendum 13**
- ☐ Outdoor Dining & Retail..... Complete **Addendum 14**

#### Addenda Required:

#### Other Review Items:

- ☐ Re-Roof Only ... Complete **Re-Roofing Addendum**
- ☐ Repair Work Only ... Complete **Repair Addendum**
- ☐ ADA Facility Installations, Upgrades, or Changes
- ☐ Shared Parking Agreements
- ☐ Phased Subdivision or Occupancy Plan for issuance of and early Certificate of Occupancy for when full development is not yet constructed\*

*\*Item may require an Extended Review.*

An Extended Review or a review of 3 or more Addenda will incur additional fees.

Consult the [Planning Fee Schedule](#) for more information.

Consult the *Guide to Addenda* to determine what documents are required for submission of a complete application.



## Community Development – Planning

695 Warner Parrott Road | Oregon City OR 97045

Ph (503) 722-3789

### Applicable Overlay Zones

Please identify all overlay districts identified on your Property Zoning Report. The presence of an overlay district may require public review in a Type II Minor Site Plan and Design Review process.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Designated Historic Property               | <input type="checkbox"/> Historic Overlay District          | <input type="checkbox"/> Barlow Trail Corridor             |
| <input type="checkbox"/> Willamette River Greenway Overlay District | <input type="checkbox"/> High Water Table                   | <input type="checkbox"/> Geologic Hazards Overlay District |
| <input type="checkbox"/> Flood Management Overlay District          | <input type="checkbox"/> Natural Resources Overlay District | <input checked="" type="checkbox"/> Not Applicable         |

Does this application relate to other Building or Planning permits or reviews? ☒ **Not Applicable**

Please list all Building Permits or Planning files associated with this property and project:

### I have included the following items with my Type I Minor Site Plan & Design Review application:

Check all that apply.

- ☒ Site Plan (Required. See our webpage "[How To Draw a Site Plan](#)" for more information)
- ☐ Elevation drawings
- ☐ Vicinity Map
- ☐ Photos
- ☐ Required Addenda
- ☐ Other \_\_\_\_\_

### Additional Questions:

- Does the location of the proposed development include any public easement? ☐ Yes ☒ No  
Contact Public Works to attain any required permits. Public Works permit #: \_\_\_\_\_
- Does the proposal include any work within or projections over the right-of-way? ☐ Yes ☒ No  
Contact Public Works to attain any required permits. Public Works permit #: \_\_\_\_\_
- Does the proposal include utility work or changes to stormwater facilities? ☐ Yes ☒ No  
Contact Public Works to attain any required permits. Public Works permit #: \_\_\_\_\_

Public Works Development Services: 971-204-4601 or [ocpublicworks@orc.org](mailto:ocpublicworks@orc.org)

*Staff use only:*

Is the project eligible for Type I Site Plan and Design Review? Yes No Initials \_\_\_\_\_

Notes: \_\_\_\_\_

**Note:** There may be more information required once your application has been reviewed.



## Addendum 4b: Tree Removal

### Type I Minor Site Plan & Design Review

#### On-Site Tree Removal

Tree removal must comply with **OCMC Section 17.41.060**.

Are the trees located in parking lot landscaping? ☐ Yes ☐ No

If required parking lot trees are to be removed, complete Addendum 4: Landscaping as well.

Describe the proposed tree removal, including size, species and reason for removal: \_\_\_\_\_

\_\_\_\_\_

Is mitigation (replanting) required?

☐ No, the tree is on the **Oregon City Nuisance Species** List. Name of tree: \_\_\_\_\_

☐ No, a **Certified Arborist** Report says the tree(s) is/are dead, diseased, and/or hazardous.

☐ Certified Arborist report is attached and credentials have been entered on page 2.

☐ No, the tree is obviously dead and I have included photos for staff to confirm this.

☐ Yes. None of the above apply to my tree removal.

Mitigation, if required, identify preferred option: **1. Replacement** or **2. Fee-in-lieu**:

☐ **1. Replacement**

Size of Tree Removed (DBH*)	# of Trees Proposed to be Removed	# of Trees Replanted for Each Tree Removed <i>within a Construction Area</i>	# of Trees Replanted for Each Tree Removed <i>outside of a Construction Area</i>	# of Mitigation Trees Required
6 to 12"		1	3	
13 to 18"		2	6	
19 to 24"		3	9	
25 to 30"		4	12	
over 31"		5	15	

\*DBH means inches of trunk diameter, measured at 4 ½ feet above ground level.

Total Number of Mitigation Trees Required: \_\_\_\_\_

Species Proposed\*\*: \_\_\_\_\_

\*\*Removal of Oregon White Oak trees requires replacement with the same species.

☐ The Mitigation trees being planted will be at least 2" caliper deciduous or 6' tall coniferous.

Species were selected from:

☐ **OC Native Tree** List

☐ **OC Street Tree** List

☐ Approved by a Certified Arborist

Attach a tree mitigation plan showing the proposed location of mitigation trees, species and proposed planting date.

*Mitigation plans must be prepared by a Certified Arborist, horticulturalist, forester, or other environmental professional. Tree inventories for mitigation calculations may be prepared by a licensed surveyor. Please provide the information of the qualified professional who completed the tree mitigation plan.*

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Certification # (if applicable): \_\_\_\_\_

☐

Certified Arborist

☐

Horticulturalist

☐

Forester

☐

Environmental Professional: \_\_\_\_\_

☐

**2. Fee in Lieu.**

# of Trees for Fee in Lieu: \_\_\_\_\_

Consult the **Planning Fee Schedule** for the per tree fee in lieu cost.

Staff only: Standards met? Yes No Initials \_\_\_\_\_

Note: There may be more information required once your application has been reviewed.