



Street Tree Removal Application

Please complete this packet and attach a site plan. If any section of the application form is incomplete, the application will be returned.

This section to be completed by staff only:

Approval By: _____ Date: _____ Permit #: _____

of Trees to be Replanted: _____ Replanting Deadline: _____ # of Trees for Fee-In-Lieu: _____

Refer to chapter 12.08 of the Oregon City Municipal Code or contact Planning at 503.722.3789 for additional information. Sidewalk Repair requires a separate permit from the Public Works Department.

Applicant Name: _____ Signature: _____

Phone: _____ Email: _____

Address or Map and Tax Lot: _____

How many trees would you like to remove?

Number of Street Trees Proposed to be Removed: _____

Trees that are approved for removal must be removed fully to the ground level.

Determine the Number of Mitigation Trees Required

1. Is the tree species listed as invasive or nuisance on the Oregon City Nuisance Plant List, Portland Plant List, Oregon Department of Agriculture, or Clackamas Soil and Water District? Yes No, go to #2

Number of trees invasive or hazardous: _____

Species: _____

Which list identifies the tree as invasive or nuisance? _____

No trees are required to be planted to make up for the removal of a qualifying invasive or nuisance tree. A picture of each tree(s) proposed to be removed is required to be submitted.

2. Did a Certified Arborist identify the tree(s) as dead, diseased, or hazardous? Yes No, go to #3

Number of trees designated as dead, diseased, or hazardous: _____

One tree is required to be planted to make up for each designated tree being removed. A map identifying the location of the tree(s) as well as **written documentation from a certified arborist is required.**

3. Did the tree lift the sidewalk, creating a lip more than ¼ inch or otherwise conflict with the American with Disabilities Act? Yes No, go to #4
 Number of Trees: _____ Height of Lip: _____
 One tree is required to be planted to make up for each tree being removed which causes a hazard. A map identifying the location of the tree(s) and a picture of the hazard is required.

4. For any trees not included in 1-3 above, use the chart below to identify the number of trees to be planted to make up for the tree removed.

| Diameter of Tree to be Removed (Inches at 4-ft Height) | Number of Trees Required to Be Planted for Each Tree Removed | Number of Replacement Trees Required |
|--------------------------------------------------------|--------------------------------------------------------------|--------------------------------------|
| Less than 6" | 1 Tree | # of Trees ≤6" _____ x 1 = _____ |
| 6" to 12" | 2 Trees | # of Trees 6"-12" _____ x 2 = _____ |
| 13" to 18" | 3 Trees | # of Trees 13"-18" _____ x 3 = _____ |
| 19" to 24" | 4 Trees | # of Trees 19"-24" _____ x 4 = _____ |
| 25" to 30" | 5 Trees | # of Trees 25"-30" _____ x 5 = _____ |
| 31" and over | 8 Trees | # of Trees ≥31" _____ x 8 = _____ |

Total Number of Trees Removed: _____

Total Number of Replacement Trees Required: _____

5. Total number of mitigation trees required: _____

Staff Only

Approved? Yes No Initial _____

Determine Mitigation Method and Replanting Location

The locations for replanting are listed below in prioritized order. You must demonstrate how the highest priority option cannot be met prior to proceeding with a lower priority option.

All trees planted in the right-of-way are required to meet the following clearance distances:

- 25 feet from another street tree on the same side of the street (measured trunk to trunk).
- 15 feet from streetlights
- 5 feet from fire hydrants
- 20 feet from a street intersection (measured from edge of pavement)
- 5 feet from all public utilities (i.e. sewer, storm and water lines, utility meters, etc.)

In addition, the planning location must be a minimum of 2.5 feet wide.

Planting Option #1: Replanting in the public right-of-way abutting your property.

Replanting trees in the right-of-way abutting your property (e.g. the planter strip) if the size and spacing requirements can be met is the City's highest priority. Only if it can be demonstrated that there is not sufficient space for replanting based on the clearance distances above can other replanting locations be explored.

Can all of the required trees to be replanted fit along the street? Yes No

How many trees can be planted meeting the clearance distances above? _____

Provide a simple site plan including:

- The location of the removed tree(s)
- The location of the replaced tree(s)
- The location of streetlights, fire hydrants, street intersections, and public utilities as well as distance from trees proposed to be planted.

Root barriers are recommended to provide additional protection from sidewalk and curb damage.

Alternate Planting Options

If it can be demonstrated that it is infeasible to plant the required trees in accordance with Planting Option #1, any combination of the following options may be utilized.

- Replanting Elsewhere in the Right-of-Way

Trees may be planted in the right-of-way (such as a planter strip) next to someone else’s property if they have given you permission. A map demonstrating the clearance requirements are being met as identified in #1 is required, as well as written approval from the abutting property owner (since they will be responsible for maintenance of the trees).

Number of trees proposed to be planted in the right-of-way offsite: _____

- Replanting on Public Property

The City may have options for replanting the trees at parks, in stormwater facilities, or elsewhere on land owned by Oregon City. A minimum number of trees may be required for this option. Please contact Public works at 503.657-8241 to learn more.

Number of trees proposed to be on City property offsite: _____

- Replanting in Your Front Yard

Replacement tree(s) may be planted on your property, within ten feet of the property line. Trees using this option are required to be a minimum of 2 inches in caliper, larger in size than the other options. In order to assure protection and replacement of the trees, a covenant is required to be recorded on your title identifying the tree(s) are subject to the protections and replacement requirements the same as street trees. A map demonstrating the clearance requirements are being met as identified in #1 is required.

Number of trees proposed for replanting in the front yard: _____

- Payment of a Fee in Lieu of Planting

The 2020 fee amount is \$342 as identified in the [fee schedule](#). The fee is dedicated towards planting new trees or tree protection or education within Oregon City.

Number of trees proposed for a fee-in-lieu: _____

Total fee due: _____ x \$342 = _____

Number of Trees Proposed in Abutting Right-of-Way (Planter Strip): _____

Number of Trees Proposed in Right-of-Way Not Abutting Your Property: _____

Number of Trees Proposed on City Property: _____

Number of Trees to Pay a Fee-In-Lieu: _____

Total Replacement Trees Required: _____

| | | | |
|------------------------------|-----------------------------|---------------|--|
| <i>Staff Only</i> | | Approved? | |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Initial _____ | |

Select Species and Size of Mitigation Tree(s)

Oregon City has adopted a list of tree species appropriate for growing in specific planting areas. Though developers still have an opportunity to choose the type of tree they prefer to plant, as of 1999, all subdivisions were required to plant a species either from the list, or approved by a certified arborist. Your planter strip may be narrower than our current standard of 5 feet, so the list includes a wide variety of acceptable trees sized for the planting area.

Tree Size

New street trees are required to be a minimum of 1.5 inches in caliper, measured 6-inches from the ground, at the time of planting. Trees planted in yards are required to be a minimum of 2 inches in caliper.

Size of tree proposed to be planted: _____

Tree Species

- Street trees should be chosen from:
 - a. The City’s recommended street tree list,
 - b. Another municipality’s street tree list in the metro area such as [Portland](#), [Gresham](#), [Beaverton](#), or [Milwaukie](#).
 - c. A written recommendation by a certified arborist indicating that the species is appropriate for the specific planting location.
- All trees planted beneath powerlines shall be selected from the associated list and also approved by the associated franchise powerline utility company (generally PGE). PGE may be reached at 503-323-6700 or service.coordinators@pgn.com.
- You are required to install the replacement trees by the date indicated by staff on the permit approval form. It is best to plant during the fall and winter prior to bud break. Extensions may be granted on case-by-case basis.

Species of tree proposed to be planted: _____

Please identify the list the species was chosen from:

- Oregon City Street Tree List
- Recommended by a Certified Arborist (written documentation must be provided)
- Another municipality’s street tree list _____

Applicable Overlay Zones

Please identify all overlay districts identified on your [Property Zoning Report](#). If any of the items below are marked, please contact the Planning Division to Determine if additional review is needed.

- Geologic Hazards Overlay District Historic Overlay District Flood Management Overlay District
- Willamette River Greenway Overlay District Natural Resources Overlay District None

| | | |
|-----------------------------|----------------------------------------------------------|---------------|
| <i>Staff Only</i> | | |
| Additional Review Required? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |

**Please submit this fully completed form to the Planning Division at planning@orccity.org.
There is no application fee and permits are generally reviewed within 24 hours.**

I agree to comply with City of Oregon City Code [Chapter 12.08 - PUBLIC AND STREET TREES](#), regarding street tree removal and replacement. I agree to hold harmless the City of Oregon City, its agents, officers, and employees for any damage or injury caused by reason of planting, placement, maintenance, or removal of street trees. I understand that as the abutting property owner, I shall be responsible for the maintenance of street trees and planting strips and that I shall be solely liable for any damages. I understand that replanting is a condition of removing street trees and that the City of Oregon City may require greater than 1:1 replacement pursuant to the adopted code. I understand that I am responsible for the successful establishment of the replanted trees.

Abutting Property Owner’s Signature

Date

Submit this Application and a Planting Plan to: Oregon City Planning Division, 695 Warner Parrott Rd
Oregon City, OR 97045. Phone: (503) 722-3789 / Fax (503) 722-3880. Email: planning@orccity.org

Example Tree Planting Plan

Please provide a sketch plan for where your trees will be planted
Please Note! Streets, sidewalks and planting areas vary - You may download an aerial photo of your property frontage at <https://webmaps.orcity.org/>

