



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

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.*

Will any travel lanes be blocked for the removal to occur? ☐ Yes ☐ No

*If any travel lanes will need blocked for any period of time, a separate traffic control permit is required from the Public Works Department.*

### 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 = _____

5. Total number of mitigation trees required: \_\_\_\_\_

<i>Staff Only</i>		
Approved?	<input type="checkbox"/> Yes <input type="checkbox"/> 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:

- 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 planting area 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**

For 2022, the fee is \$361, as identified in the [fee schedule](#). These fees support the Tree Mitigation Fund for planting new trees, tree protection, and tree education within Oregon City.

Number of trees proposed for a fee-in-lieu: \_\_\_\_\_

Total fee due: \_\_\_\_\_ x \$361 = \_\_\_\_\_

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

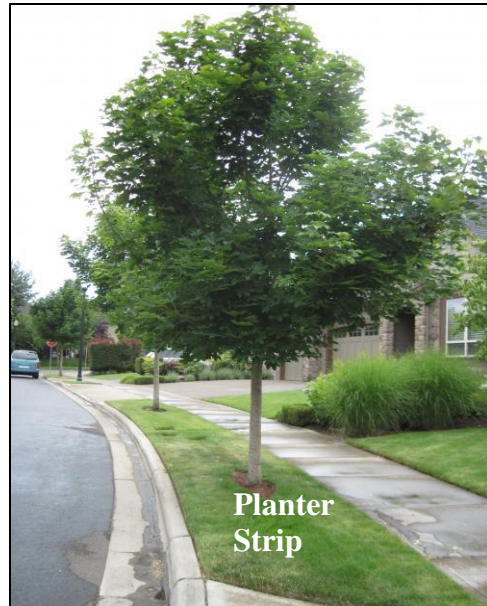
Determine appropriate species based on the width of your planter strip:

Planter strip width: \_\_\_\_\_

Species of tree proposed to be planted:  
\_\_\_\_\_

Street trees species is chosen from:

- ☐ The City's recommended [street tree list](#),
- ☐ Another municipality's street tree list in the metro area such as [Portland](#), [Gresham](#), [Beaverton](#), or [Milwaukie](#).
- ☐ A written recommendation by a certified arborist is attached 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](mailto: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.

### **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

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

**Please submit this fully completed form to the Planning Division at [ocplanning@orcify.org](mailto:ocplanning@orcify.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

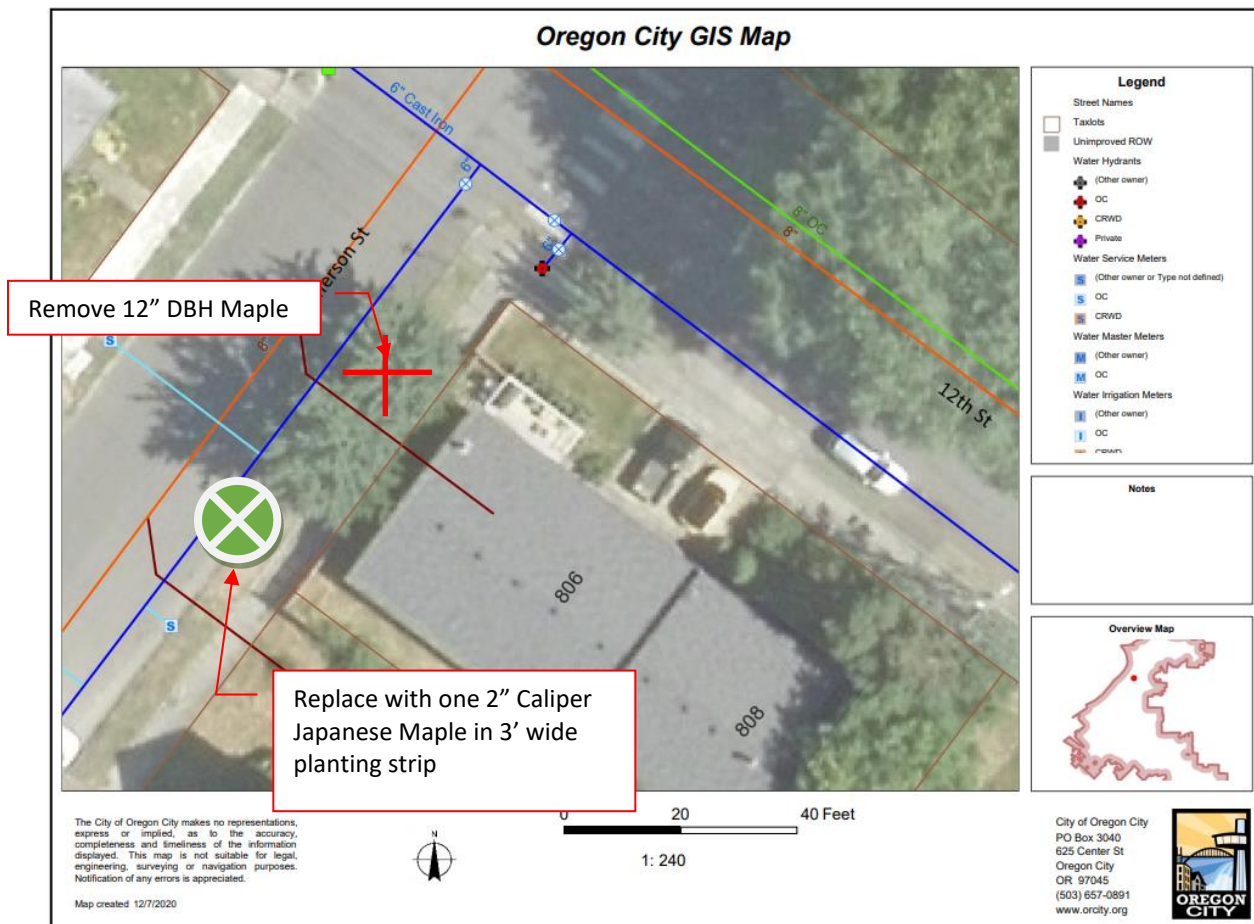
Date

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: [ocplanning@orc.org](mailto:ocplanning@orc.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://www.orcity.org/maps/ocwebmaps>



EXAMPLE ONLY – PLEASE CREATE YOUR OWN PLAN