



CITY OF
West Linn

22500 Salamo Rd. 503-557-4700

Tree Removal Permit Appeal Application Form

If you are directly affected by a tree permit decision made by a City official, you may appeal that decision by submitting this form within 10 days of the notice date. This appeal process applies only to administrative decisions made without a public hearing.

To be valid, your appeal must include:

- A complete application form
- Required documentation (e.g., permit application, decision letter)
- A written statement explaining why the decision is incorrect, with code references
- Payment of the non-refundable appeal fee

Appeals are reviewed by the City Manager. Incomplete or late appeals will not be accepted.

APPELLANT INFORMATION:

Full Name:

Mailing Address:

Phone Number:

Email Address:

REASONS FOR APPEAL: Provide a statement of why the decision is incorrect. Reference specific code sections where applicable.

ACKNOWLEDGEMENTS AND SIGNATURE:

I hereby submit this appeal in accordance with West Linn Municipal Code Sections 1.405–1.430 and understand the following:

- The appeal must be filed within 10 days of the decision notice.
- All required materials and the non-refundable appeal fee must be submitted for the appeal to be valid.
- If the appeal is found to be entirely without merit, I may be held financially responsible for the cost of the appeal process (WLMC 1.430).

Property Owner Signature: _____

Date: _____

CITY USE ONLY:

Date Received:

Received By (Staff Name):

Appeal Fee Paid: ☐ Yes ☐ No

Decision to approve ☐ **deny** ☐ **the application**

was made on _____