

TREE REMOVAL PERMIT

DETAILS FOR APPLICANT AND PROPERTY OWNER

--Submission--

Please complete the following actions for the tree removal application process:

- Mark trees on site with ribbon, flagging tape or other marker.
- Submit a Complete Tree Removal Application, which includes the following three documents:
 - 1. This permit form completed and signed by the property owner and applicant.
 - 2. Pictures clearly identifying the tree(s) to be removed.
 - 3. A site map of the property with the tree location(s) clearly marked.

<u>Complete Tree Removal Applications</u> can be submitted the following ways:

Email all documents to:	<u>treepermits@westlinnoregon.gov</u>
OR Print all documents and submit to:	West Linn Parks & Recreation Department 22500 Salamo Rd West Linn, Oregon 97068
Please submit all documents in one submission, all together.	Please do not fax photographs or site map.

--Process--

Once submitted, our Arborist will review and verify that the application is complete by code 8.610 Chapter 8 BUILDING.

- Processing the application may take up to 30 business days total.
 - This includes **20 business days** for a decision, and a **10 business day** appeal period.
 - If the decision is appealed, it can add an additional 30 business days.
 - Incomplete applications will extend processing time.
 - Timeline details can be found in section 8.620 Chapter 8 BUILDING.
- Once the permit has final approval you will receive an email with the approval or denial of your application.

If you have any questions, it is best to email the Arborist at: <u>treepermits@westlinnoregon.gov</u>

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Conditions of Approval	STAFF ONLY CITY ABORIST
After a decision is made, there is a 10 business day appeal	
If you do not hear from the City within this period, then the	ne tree may be removed on or after
If any and this areas is a second as	Removal Date Intials
If approved, this permit expires after one year. The approved permit must be clearly posted on site whe	n troe removal is essurring
The approved permit must be clearly posted on site whe	ii tree removal is occurring.
Applicant:	Phone:
E-Mail (required):	
Property Owner:	Phone:
E-Mail:	
Address of Tree Removal:	
	h
Number of Trees, Trunk Diameter, & Type of Trees(s) to	pe removea:
Are the trees designated for this removal associated with	n any current or future development: Yes No
Describe Reasons for Removal: (Additionally, check	the Tree Removal Criteria on page 2)
APPLICANT	PROPERTY OWNER (REQUIRED IF DIFFERENT)
Signature Date	Signature Date
STAFF ONLY	CITY ABORIST
Approved Denied	
Please refer to page 2 of removal permit for criteria/reason.	Signature Date



TREE REMOVAL PERMIT

Municipal Code – 8.630 Tree Removal Criteria

8.630 A-1.

<u>STAFF</u>		re	.ny of the following criteria shall be considered as aspects likely to warrant <i>approva</i> emoval permit:	n or a tree
ONLY	APPLICANT	(a)	The tree is determined to be dead or dying and not recoverable.	
		(b)	The tree is determined to have a significantly damaged root structure that will adversely and stability of the tree. Such a determination shall be based upon a report provided by the report shall be reviewed and verified by the City Arborist.	impact the health he applicant.
		(c)	The tree is determined to exhibit a hazardous growth habit.	
		(d)	The tree is interfering with utility service in such a manner that full restoration or mainter requires removal of the tree.	nance of service
		(e)	The tree encroaches in the public right-of-way so as to cause damage to improvements w right-of-way such as street pavement and sidewalks.	ithin the public
		(f)	The tree is causing structural damage that includes, but is not limited to, foundations, was sewer lines.	ter lines and
		(g)	The basal flare of the tree is within 10 feet of an existing building footprint.	
		(h)	An existing building footprint lies within the drip line of the tree.	
		(i)	Trees that have been maintained in the applicant's property for the purpose of growing from longer bearing fruit or have suffered a significant reduction in fruit bearing.	ruit which are
		(j)	Removal of trees is being done for thinning purposes to enhance the health of other trees	5.
		(k)	In the absence of denial criteria listed below, removal is for the owner's landscape improdoes not jeopardize the aesthetics of the neighborhood.	vement but
		(I)	The removal would allow solar access for an otherwise extremely shaded property.	
	8.6	30 A	ı -2.	
STAFF ONLY	8.6	A	N-2. Any of the following criteria shall be considered as aspects likely to warrant denial cremoval permit:	of a tree
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