



Verification Tree Removal Application

Permit No.: _____
Fee: _____
Date: _____
Project Staff: _____

A **Verification Tree Removal Permit** only applies to projects with an approved Land Use Application that included preliminary tree removal approval. For example, a Development Review Permit for a new commercial project with tree removal to construct a parking lot and structure, or a Minor Partition with tree removal to construct a shared access lane and frontage improvements.

The purpose of this permit is to: verify that the tree removal for the project matches the site plan approved through the major or minor development Land Use Application process; finalize required mitigation; and, coordinate with tree protection measures, if necessary.

Process:

1. Submit for a Verification permit at the same time as the associated building permit, grading permit, or public improvements plan (land divisions).
2. Tag all trees to be removed with yellow ribbon.
3. Request an inspection by staff (note: this should occur with the Tree Protection inspection, if a tree protection permit is required).
4. The Verification permit will be issued either at the public improvement pre-construction meeting, if one is required, or with the associated building or grading permit.

Applicant Name: _____ **Phone:** _____

E-mail (required) _____ **LU Case File No.** _____

Address of Tree Removal: _____

Number of Trees to Be Removed: _____

Submittal Requirements:

ATTACH TO APPLICATION FORM:		IN THE FIELD:	
• Tree Removal Site Plan (highlight changes since LU approval, if any)		• Mark all trees to be removed with a yellow ribbon	
• Final Mitigation Plan (comply with conditions of approval, if any)		• Stake building footprint, driveway, shared access lane, etc.	

I grant permission to City of Lake Oswego employees and authorized City consultants to enter the above property to inspect the trees. I agree to restrain any dog(s) on inspection day.

Signature of Property Owner/Applicant

Trees/Tree Forms and Apps/Current Tree Forms/Verification APP 2023-03

Respect. Excellence. Trust. Service.