



Tree Removal Application

Permit No. _____
 Fee: _____
 Records Fee: _____
 (Type II & Verification Only)
 Date: _____
 Intake Staff: _____

Applicant: _____ Phone: _____

E-mail (required): _____

Property Owner: _____ Phone: _____

E-mail: _____

Address of Tree Removal Site: _____

Are any of the trees in the public right-of-way? Yes No

City Authorization to apply

Number, Size (Trunk Diameter), & Type of Tree(s) to be Removed: _____

Reason for Removal: _____

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

Signature of Property Owner (required) _____

Signature of Applicant (required if different) _____

Signature of Abutting Property Owner (if tree is on property line) _____

Address of Abutting Owner _____

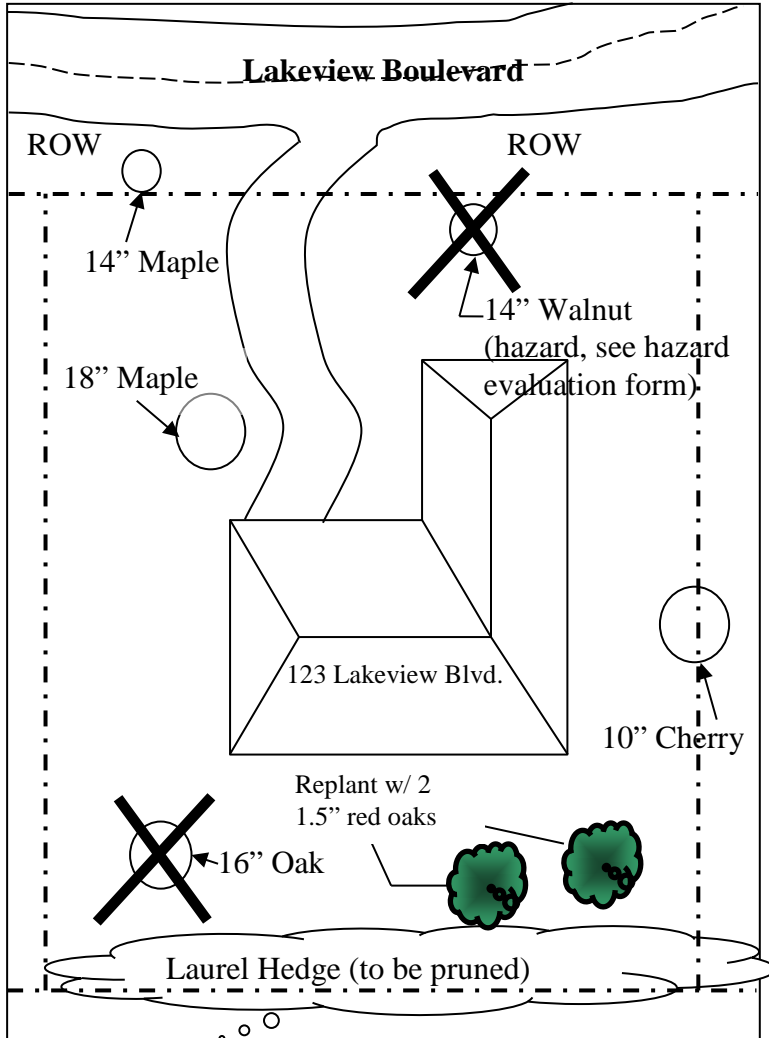
- TYPE I** Submit: Site plan (8½ x 11")
- TYPE II** Submit: (1) Site plan (8½ x 11"), (2) Checklist, (3) Mitigation plan, (4) Landscape plan (if applicable)
 To Do: (1) Mark tree(s) with yellow ribbon, (2) Post sign, (3) Stake building envelope & driveways if new construction is proposed
- DEAD** Submit: (1) Site plan (8½ x 11"), (2) Printed photograph of tree(s)
 Deciduous trees require a site visit by staff between November 1st and April 15th.
 To Do: Mark the tree(s) with yellow ribbon **if a site visit is required**
- HAZARDOUS** Submit: (1) Site plan (8½ x 11"), (2) Printed photograph of tree,
 (3) Hazard Evaluation Form completed by a Tree Risk Assessor Qualified Arborist
 To Do: Mark tree(s) with yellow ribbon **if a site visit is required**
- EMERGENCY** Submit: (1) Site plan (8½ x 11"), (2) Printed photographs of tree and emergency condition
- VERIFICATION** Submit: (1) Site plan (8½ x 11"), (2) Mitigation plan
 To Do: (1) Mark tree(s) with yellow ribbon, (2) Stake building envelope & driveways

For City Staff Use Only

Review Staff:	Planning or Bldg. File #	End of Comment Period:
Recognized Neighborhood Assoc.:		End of Appeal Period:
Application: Approved <input type="checkbox"/> Denied <input type="checkbox"/> Withdrawn <input type="checkbox"/>		Permit Expiration Date:
Approved Mitigation: _____		
Mitigation deadline (if different than permit expiration date): _____		

SITE PLAN EXAMPLE FOR A TREE REMOVAL APPLICATION

A site plan is required as part of your tree removal request. The site plan must be on 8.5" x 11" size paper.



ITEMS TO INCLUDE ON YOUR SITE PLAN:

- Your **property lines**
- Address** of the Tree Removal Site
- Public **Right Of Way** (Include Street Name)
- House or other **Structures** (Mark "Vacant" if none)
- Creeks, Streams, or Lake** that run through or border property
- Location, Diameter Size and Type of Trees** proposed for removal; **mark trees** to be removed with an "X"
- Proposed replacement trees** for TYPE II tree permits [1:1 minimum required, 1.5" minimum caliper size for deciduous trees, 6-ft. minimum height for evergreens]

Mitigation trees are required for ALL Type II and Verification tree removal permits. The mitigation trees will be a condition of approval for a tree removal permit.

Within 24 hours of submitting your application, mark the tree(s) with yellow ribbon, post the sign, and stake building corners (if new construction is proposed). If trees are not marked or the sign is not posted as required, the comment period may be restarted.

Staff Review Comments: _____
