



**CITY OF LAKE OSWEGO**  
**TREE PROTECTION PLAN APPLICATION**  
 (also used for Sensitive Lands District protection plans)  
 (An inspection of the tree protection measures is required prior to the issuance of a building permit and the start of site activity)

Demo/Const TP#: 499- _____
Inspection Fee _____
Receipt # _____
Sensitive Lands District: YES NO <span style="background-color: yellow;">City Staff</span>

<b>Site Address:</b>	<b>Land Use Approval No.:</b> LU
	<b>Tree Removal Application No.:</b> 499-
<b>Submittal Date:</b>	<b>Building Permit No.:</b> 499-

<b>Applicant</b>	<b>Owner</b>
Name:	Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
Phone:	Phone:
Email:	Email:

**Please submit a scaled Site Plan showing:**

<input type="checkbox"/> a. <b>Building/Construction site plan</b> – Reduced copy (11" x 17") of the building/construction site plan; <input type="checkbox"/> b. <b>Tree Protection Measures</b> – Proposed protection measures i.e. 4' metal fencing locations; plywood barrier around tree trunk; other protections; etc. <input type="checkbox"/> c. <b>Trees</b> – The location, species and diameter for trees 6" or larger (measured 4.5' above the ground); <input type="checkbox"/> d. <b>Tree Canopies</b> – The drip-line (tree canopy edge) for each protected tree on, and adjacent to, the property that extends over the site;	<input type="checkbox"/> g. <b>Structures &amp; Parking</b> – Locations of existing and proposed structures and parking; temporary parking; <input type="checkbox"/> h. <b>Utilities</b> – Locations of existing and proposed water, sanitary and stormwater lines and other utility facilities and easements. Indicate if trenching or boring is proposed. <input type="checkbox"/> i. <b>RC, HBA &amp; RP District Boundaries</b> – Surveyed boundaries of Sensitive Lands districts on the property; <input type="checkbox"/> j. <b>Site Grading</b> – Limits of proposed grade changes; and, <input type="checkbox"/> k. <b>On-site Stormwater Systems</b> –Locations of dry wells, soakage trenches, rain gardens, and similar systems;
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**Other Application Requirements:**

<input type="checkbox"/> e. <b>Arborist Report</b> – Provide a report from a certified arborist IF grading, building, utilities, parking, storage, etc., is proposed under a tree canopy; and,  <input type="checkbox"/> f. <b>Licensed Surveyor Statement</b> – Provide a statement verifying staked fence locations at the boundary when a RC, HBA or RP district exists on the property;	<input type="checkbox"/> l. <b>Contact Person and/or Arborist</b> – Please provide contact information for the Project Arborist: <b>Name:</b> _____  <b>Ph.#:</b> _____ <b>Email</b> _____  <input type="checkbox"/> m. <b>Post the site address</b> so it is clearly visible from the street;
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By signing this application I agree to:

- Receive approval of the installed Tree and Sensitive Lands protection measures prior to any clearing, grading, excavating or demolition activities on the site; please call (503-635-0270) to arrange a site inspection;**
- Comply with the Protection Plan** according to LOC 55.08.030, Tree Code and LOC 50.05.010, Community Development Code;
- Maintain protection measures** in good functional condition until activities likely to damage vegetation are no longer occurring;
- Stake building corners**, accessory structures, courts/pool, and other impervious surfaces when near a protected tree or resource;
- Consent to City site inspections** as needed to ensure compliance with the approved Protection Plan; and,
- Restrain any dogs** on the site during a City inspection.

The approval granted hereby, or any inspections conducted on the site hereafter, shall not be construed as authorizing any activity in violation of any applicable federal or state law or regulation, including but not limited to the federal Endangered Species Act and its regulations. If applicant is not the Owner, I have the Owner's authority to agree to statements above.

_____	_____
<b>Owner/Applicant Signature</b>	<b>Date</b>
<span style="background-color: yellow;">CITY STAFF</span>	<b>Approved By:</b> _____
<b>Inspection Date(s):</b> _____	<b>Approval Date:</b> _____



## TREE & SENSITIVE LANDS DISTRICT PROTECTION PLAN

### Procedures for Installing Fencing and Other Protection Measures

1. **Fencing and Other Protection Measures Must Be Installed, Inspected, and Approved Before Beginning Any Development Activities.** The protection measures in the Protection Plan must be installed, inspected, and approved prior to any development activities, including, but not limited to, clearing, grading, excavation, or demolition work. Please call 503-635-0270 to schedule a Protection Plan inspection.
2. **Fencing Installation:** Please install protection fencing as follows:
  - a. **Height:** Provide a minimum 4-foot high metal fence (metal fencing i.e. chain-link, chain-link panels, or heavy gage wire).
  - b. **Posts & Spacing:** Place fence posts no more than 10 feet apart.
  - c. **Existing Grade:** Install fencing flush with the initial undisturbed grade of the protection zone.
  - d. **Locations:**
    - i. **Trees:** Install fencing at the drip line of tree canopies. If a report is submitted by a certified arborist, the fencing may be installed at the edge of the tree protection zone as established by the arborist.
    - ii. **Sensitive Lands District Boundaries:** Install fencing at the boundaries of Sensitive Lands districts that are impacted by development activities on the site as determined by the City.
      1. **Delineated Properties:** If the Sensitive Lands district has been delineated through a land use process, the fencing shall be installed at the surveyed boundaries of the Resource Protection (RP) and Habitat Benefit Areas (HBA).
      2. **Non-delineated Properties:** If a site has not been delineated, the fencing shall be installed at the mapped RP District boundaries as shown in the Sensitive Lands Atlas.
      3. **Surveyor Statement:** Please provide a statement from a licensed surveyor confirming that the Sensitive Lands district boundary was surveyed and staked for placement of the protection fencing.
3. **Protection Signs:** Attach an approved sign to all fencing at intervals of every 3rd fence panel/section (*please see attached sign*).
4. **Prevent Protection Zone Impacts:** The following activities are prohibited within a protection zone:
  - a. Dumping of harmful chemicals and materials, such as paints, thinners, cleaning solutions, petroleum products, concrete or dry wall excess, construction debris, or run-off;
  - b. Storage of materials such as building supplies, soil, rocks, or waste items;
  - c. Placement of portable toilets, drop-boxes, or similar temporary items;
  - d. Parking of vehicles or equipment; and,
  - e. Excavation, trenching, grading, root pruning, or similar activities unless directed by an arborist present on site and approved as part of the Protection Plan.
5. **Fencing Maintenance and Removal:**
  - a. **Maintenance:** Maintain protection fencing in good effective condition at the approved and inspected location. Fencing that is damaged during site work shall be repaired and placed in the approved location prior to resuming work in the area.
  - b. **Removal:** Fencing may be removed when all construction activity that could cause damage or harm to trees and other vegetation has been completed and is no longer occurring on site (i.e., no use of heavy equipment; no delivery trucks and contractor vehicles driving or parking off driveway; no utility trenching; etc.)



**STOP! *Pare!***

**DO NOT MOVE THIS FENCE**

***No se mueve esta valla***

**VEGETATION/TREE PROTECTION ZONE**

**Moving a fence without City approval will result in a fine**

**Contact the Code Enforcement Specialist at (503) 635-0290 for additional information**