

General information

A Type II tree removal permit must be attained for:

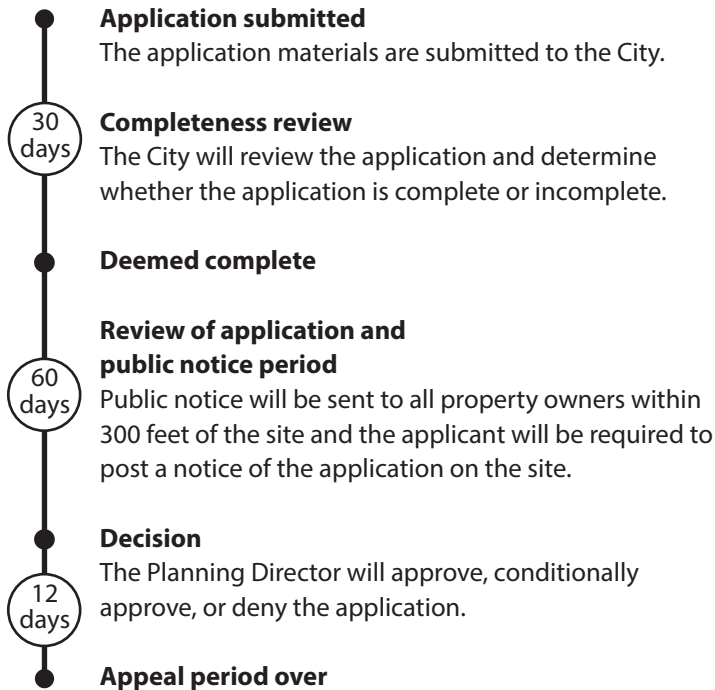
- Removal of more than 3 regulated trees (on sites less than 35,000 square feet)
- Removal of more than 6 regulated trees (on sites more than 35,000 square feet)
- Removal of trees in the Hillside, Floodplain, or Habitat Conservation Areas.

Regulated trees are those greater than 8-inches in diameter at breast height (DBH).

Code

Regulations about Type II tree removals can be found in **Section 9.1012** of the Gresham Community Development Code.

Timeline (3-4 months)



Application materials

- Non-refundable fee of **\$1,775**.
- A completed **development permit application**.
- Six copies of the **narrative statement form** (attached).
- Six copies of the **tree removal/protection plan** (attached).
- One copy of a **deed or (preliminary) title report** for each lot that shows current owners, easements, and any other relevant information.
- **Notarized signatures** on the application or letter of authorization.

NOTE:

If the materials submitted are not adequate for staff to determine if the application meets the code, it will be deemed incomplete. The applicant will be required to resubmit and the application will be reviewed again for completeness.



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SITE INFORMATION		Office use only:	
Site street address/location		Project #	Work order #
		Procedure <input type="checkbox"/> Type I <input type="checkbox"/> Type II <input type="checkbox"/> Type III <input type="checkbox"/> Type IV	
City, state, ZIP	Assessor's R# (9 digits)	Pre-app #	
		Land use designation	Special Purpose Overlay districts
APPLICANT INFORMATION			
Name of applicant	Name of representative	Previous land use actions	
Name of firm	Name of firm		
Mailing address	Mailing address		
City, state, ZIP	City, state, ZIP		
Phone	Phone		
Email	Email		
ATTACHMENTS		NON-EPLAN SUBMITTALS MUST BE IN COLLATED, FOLDED PACKETS. Rolled plans will NOT be accepted. For number of copies, see handout, submittal checklist, or check with the Planner on Duty. Planner will advise applicant on the number of additional plans and/or narratives needed for further processing.	
<input type="checkbox"/> Submittal checklist* <input type="checkbox"/> Narrative description <input type="checkbox"/> Fee	<input type="checkbox"/> Plans, maps, special reports (see checklist) <input type="checkbox"/> Proof of ownership (deed to all properties) <input type="checkbox"/> Proof of neighborhood meeting*		
YOUR APPLICATION MAY NOT BE ACCEPTED IF ALL ABOVE ATTACHMENTS ARE NOT INCLUDED.			
<input type="checkbox"/> Notarized Letter of Authorization (if there is no owner signature below)			
NOTARIZED SIGNATURES			
By signing, I/we authorize the City of Gresham employees, Hearings Officer, Planning Commissioners, Design Commissioners and all other City of Gresham officers, agents, authorized representatives and/or independent contractors to enter the site described above for inspection of site in conjunction with this land use application.		Notary stamp	
State of Oregon } County of Multnomah } SS			
Signed and sworn to (or affirmed) before me on _____, 20__ by _____ as _____ of _____.			
X _____ Applicant signature	X _____ Representative signature (if signing on behalf of owner)		
		Notary signature:	
		My commission expires:	
APPLICATION FEES			
Submitted to	Date paid	Total non-refundable fee	

PROPOSAL	
This permit is for the removal of _____ trees.	There have been _____ regulated trees (over 8 inches DBH) removed from the property in the last 12 months.
Exact location/description of trees to be removed <i>*Also see attached maps and/or photos</i>	
Is the property in any of the following overlay districts? <input type="checkbox"/> Hillside <input type="checkbox"/> Floodplain <input type="checkbox"/> Habitat Conservation Area If any of the above are selected, address applicable standards:	
Trees to be removed are part of a stand of fir trees. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, windthrow assessment will be completed.	
Reason for tree removal	If the removal is proposed due to health reasons: Arborist report with verification and recommendation for removal is attached.
<input type="checkbox"/> I understand that once a development permit is submitted, no tree will be removed from the site without City approval.	
SITE INFORMATION	
<input type="checkbox"/> A site plan is included showing the location of the following: <input type="checkbox"/> Buildings <input type="checkbox"/> Trees on adjacent sites within 6 feet of all property lines* <input type="checkbox"/> Utility lines <input type="checkbox"/> Location of tree protection fencing <input type="checkbox"/> Trees* *For each tree on the plan include: <ul style="list-style-type: none">• Number• Size (diameter at breast height)• Common/botanical name• Labeled City-designated Significant Trees	
<input type="checkbox"/> Detail of protection methods are included in the plan set. Describe how trees to remain will be protected during the removal of nearby trees: <p style="text-align: center;"><i>Standard tree protection width is one foot from trunk for every 1 inch of DBH.</i></p>	
Describe how tree removal will be mitigated:	