

## TREE REMOVAL PERMIT/REVIEW (TYPE II)

When property owners need to remove a tree in Tualatin, one of several review options may apply depending on the site and the extent of tree removal. The Tree Removal Permit/Review (Type II) is used for more intensive tree removal proposals on private property where Architectural Review does not apply. This review process is regulated by TDC 33.110.

Which Tree Removal Review is Right for Your Situation?	
Sites Being Developed or Redeveloped	
Where Architectural Review will already be required, Tree Removal Review is integrated with the larger application. A separate tree removal application is not needed.	
Sites with a Previously Approved Architectural Review	
If...	Review Process
Ten or fewer trees are being removed	Minor Architectural Review (Type I)
Eleven or more trees are being removed	Architectural Review (Type II)
Sites with No Previously Approved Architectural Review	
If...	Review Process
Four or fewer trees are being removed within a calendar year; no wetland, environmental resources, or heritage trees	No permit needed
Trees in wetland or environmental resource areas.	These trees are often subject to Clean Water Services requirements.
Five or more trees being removed	Tree Removal Permit/Review (Type II)
Street Trees	
If...	Review Process
Any number of trees in the right-of-way are being removed	Street Tree Removal Permit (Parks and Recreation)
Exemptions	
If...	Review Process
Forest harvesting and orchard uses	No permit needed

### **PRIOR TO APPLICATION SUBMITTAL**

- Attend a Pre-Application Meeting (TDC 32.110)
- Notice and host a Neighborhood/Developer Meeting (TDC 32.120)

Following submittal of the Tree Removal Permit/Review application, the applicant must post a sign on the subject property (TDC 32.150) to provide notice of the pending land use application. The applicant will be required to provide an affidavit of posting demonstrating the sign was posted prior to issuance of the decision (Type II).

*Note: Notice of land use application sign to be posted once the application has been deemed complete.*

### **SUBMITTAL REQUIREMENTS**

Please submit all materials electronically through the following link: <https://permits.ci.tualatin.or.us/eTrakit/>

Details regarding submittal requirements are listed in TDC 32.140 and 33.110(4).

#### **GENERAL:**

- ☐ Land Use Application form
- ☐ Narrative addressing all applicable criteria and standards
- ☐ Title Report or other proof of ownership
- ☐ Clean Water Services (CWS) Service Provider Letter, obtained directly with CWS at <https://www.cleanwaterservices.org/documents-forms/pre-screen-form/>
- ☐ Arborist Report
- ☐ Fee

#### **PLANS:**

- ☐ Tree Preservation Plan
- ☐ Landscape Plan (including replanting)

#### **PUBLIC NOTICE:**

- ☐ Documentation for Neighborhood Developer Meeting, including notice and mailing list, affidavit of mailing notice, certification of sign posting, participant sign-in sheet, and meeting notes

#### **APPROVAL CRITERIA**

The applicant's plans and narrative must work together to demonstrate that all applicable criteria are met.

#### **Tualatin Development Code:**

- Chapter 33.110 Tree Removal/Permit
- Chapter 73B.070-080 Landscape Standards