

# CITY OF SCAPPOOSE

## Planning Department

52610 NE 1<sup>ST</sup> Street, Suite 120

[www.scappoose.gov](http://www.scappoose.gov)

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### CHECK THE BOX FOR THE APPLICATION TYPE:

Development Code/Comprehensive Plan Text Amendment		Site Development Review	
Comprehensive Plan Map Amendment		Conditional Use	
Zone Change		Variance (Major or Minor)	
Annexation		Sign Permit	
Subdivision		Temporary Commercial Use	
Partition (Major or Minor)		Vacation (Street or Easement)	
Property Line Adjustment		Public Land Tree Removal	<b>X</b>
Sensitive Lands Development: <i>Flooding</i>		Type II Home Occupation	
Sensitive Lands Development: <i>Wetlands</i>		Determination of Similar Use	
Sensitive Lands Development: <i>Riparian Corridor</i>		Modification to Previous Approval	
Sensitive Lands Development: <i>Steep Slope</i>		Pre-Application Conference	

Requirements for each specific type of application will be attached to this form and constitute part of the application packet.

Applicant: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Property Address or Location if no address assigned (required): \_\_\_\_\_

Columbia County Map and Tax Lot Number (required): \_\_\_\_\_

### A Legal Description of the Property must be attached.

A pre-application conference might be required depending on the type of application. Confirm with City Planner.

**I certify that this application and its related documents are accurate to the best of my knowledge. I understand that the signature on this application authorizes the City and its agents to enter upon the subject property to gather information pertinent to this request.**

\_\_\_\_\_  
Signature of Applicant (required)

\_\_\_\_\_  
Signature of Property Owner (required)

### TO BE COMPLETED BY CITY STAFF:

Date application was submitted: \_\_\_\_\_ Amount of Fee paid: \_\_\_\_\_ Receipt Number: : \_\_\_\_\_

Before this application will be processed, the Planner must certify that all applicable items are included, and the application is complete. Date application accepted as complete: \_\_\_\_\_

## PUBLIC LAND TREE REMOVAL

**All applications subject to Chapter 17.140, Public Land Tree Removal, shall be accompanied by the following:**

1. A scaled site plan that includes:
  - \_\_\_\_\_ Specific location of the property by address and assessor map number and tax lot
  - \_\_\_\_\_ Parcel dimensions and structure locations
  - \_\_\_\_\_ The number, size, species and location of the trees to be cut
  - \_\_\_\_\_ The number, size, species and location of the replacement trees to be planted
2. An assessment of tree health by a Certified Arborist if health is the basis for the tree removal request.
3. A narrative discussing the time and method of cutting or removal and the reason for the tree removal and demonstrating how the application complies with the criteria outlined below.

*If the request is for anything other than timber harvesting and clearing from designated public recreation areas, the criteria are:*

1. The reasons for tree removal are:
  - a. The trees are unsafe, dead, or diseased as determined by a Certified Arborist and there is a danger the trees may fall on existing or proposed structures;
  - b. The trees conflict with public improvements or interfere with utility services or traffic safety;
  - c. The proposed removal is part of an approved development project, a public improvement project, or a street tree improvement program; or
  - d. The trees are causing repeated and excessive damage to sidewalks or other public or private improvements or structures.
2. The applicant shall be responsible for all costs associated with the tree removal and shall ensure that all work is done in a manner which maintains safety to individuals and public and private property.
3. The applicant shall replace each removed tree on a one-for-one basis within one year of approval. Replacement trees shall comply with the standards of Section 13.28.020 (Public Tree Standards). If site conditions do not allow replacement near the location of the trees removed, the approval authority may authorize replanting at other locations.
4. The applicant shall remove or grind stumps and surface roots at least six inches below grade.
5. Following removal of the tree(s), the applicant shall perform erosion control, slope stability measures, and seeding to restore the surface.

*If the request is for timber harvesting and clearing from designated public recreation areas, the criteria are:*

1. The recreational purposes of the site are protected to the extent possible.
2. A certified forester has prepared a timber harvesting and reforestation plan identifying the location, species, size, and number of trees to be removed and replanted.
3. The proposal is for selective cutting rather than clear cutting.
4. The plan provides adequate buffers for adjoining properties and riparian corridors.
5. Evidence has been submitted to demonstrate appropriate erosion control measures and other protective steps to maintain soil and slope stability and water quality.
6. The applicant shall be responsible for all costs associated with the tree removal and shall ensure that all work is done in a manner which maintains safety to individuals and public and private property.
7. The applicant shall replace each removed tree on a one-for-one basis within one year of approval. If site conditions do not allow replacement near the location of the trees removed, the approval authority may authorize replanting at other locations.
8. Following removal of the tree(s), the applicant shall perform erosion control, slope stability measures, and seeding to restore the surface.