



City of King City, Oregon Tree Permit Application

(Permitted Uses Only: See section 16.128 of the Municipal Code)

Type of Permit Applying for: Tree Removal Permit Street Tree Removal Permit Complex Tree Removal¹

PROPERTY OWNER INFORMATION:

Name: (Last, First) _____

Address (Property Owner) _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Email Address (Correspondence) _____

Applicant Information (Person applying):

Name of Applicant _____

Telephone: _____ Address: _____

Email: _____
 Owner Agent (Real Estate) Renter (check one)

Property Information:

Tax Map Number: _____ Tax Lot Number: _____

Nearest Cross street: _____

TREE INFORMATION:

Tree Specie (Type) _____

Diameter of trunk (inches): _____ Height (feet): _____

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

Reason for Removal (required): _____

Method of Cutting: _____
Attach additional list if more than one tree is to be cut.

HOA INFORMATION:

Did you apply for a committee review by HOA? Yes No
(if yes, please attached the letter from the HOA approving the Removal)

HOA Name _____

OTHER INFORMATION:

Please attach a plan of proposed landscaping or planting of new trees also known as a Mitigation plan. Please see page 2 for details.

PLEASE RETURN APPLICATION AND REMIT PAYMENT TO:

City of King City
15300 S.W. 116th Ave.
King City, OR 97224

It shall be the responsibility of the undersigned to comply with King City Development Code, Chapter 16.128. If you have questions about your tree permit application, call (503)639-4082 or send an email to generalinformation@ci.king-city.or.us

Signature of Property Owner _____ Date _____

Signature of Applicant (required if different) _____ Date _____

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

Address of Abutting Owner _____

FOR OFFICE USE ONLY:

Approved Denied Withdrawn

Permit #: _____

Date: _____

Amount Paid: _____

Received By: _____

Receipt # _____

Reviewed By: _____

Conditions of approval: _____

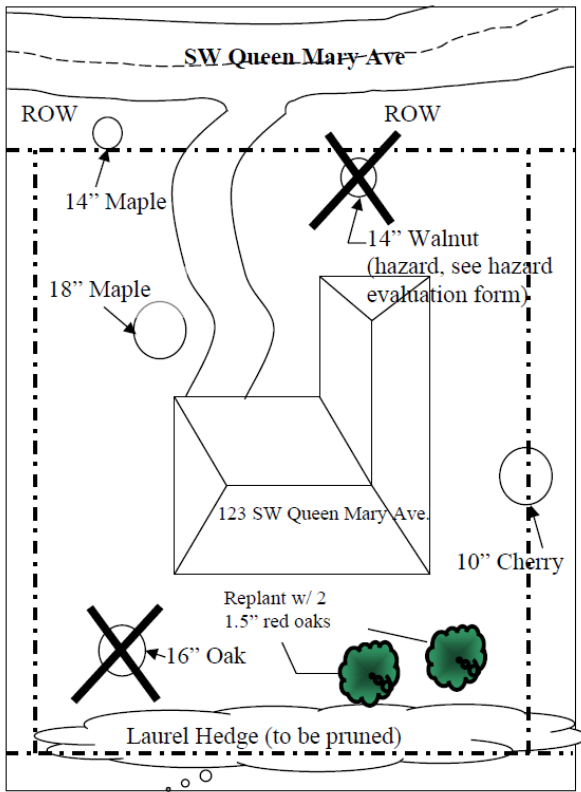
Signature (City Manager)

¹ Complex tree removals are defined as needing Planning commission and/or City Council approval prior to removal other fees apply.

King City Oregon Tree Removal Application Continued

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 River** 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** [1:1 minimum required, 1.5" minimum caliper size for deciduous trees, 6-ft. minimum height for evergreens]

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

Fees and other Information:

Fees per Resolution No. R-2020-03

Application Category	Application Type	Base Fee
Tree Removal Permit	Permit	\$50 per Tree
Street Tree Removal Permit	Permit	\$100 per Tree
Complex Tree Removal ²	Permit (maximum \$5,000)	\$200 per tree

The purpose of chapter 16.128 is to prohibit the unnecessary removal of trees in the City.

What are the different tree categories? Within the boundary of King City, there are three (3) different types of trees are recognized by the King City Development Code:

- **Naturally occurring or planted trees** – that are not related to any development approval. These could either be on private property, public property, or public ROW. These are generally the ones referred to in CDC 16.128 that are ≥6" dbh.
- **Landscape trees** – these were required as a condition of development approval. These would be on private property. The requirements would be based on CDC 16.124 and the relevant conditions for development approval.
- **Street trees** – within the public ROW. These are the property of the City and can't be removed or pruned without city approval. Note: this might include "yard trees" in the original portion of King City, which was developed in the 1960 through 1980.

Do I need a permit to remove trees from my property?

Permit requirements vary, depending on the type and number of trees to be removed. Many trees have been identified throughout the City as resources to be enhanced and protected. In order to be certain that the trees on your property are not protected, please contact the Planning Division. Staff can help you determine what type of permit, if any, will be required for the removal of trees.

² Complex tree removals are defined as needing Planning commission and/or City Council approval prior to removal.

How do I apply for a permit?

Tree removal permits may be obtained through the City Hall or the city website. A completed application form, the application fees, and the required plans and narratives must be submitted to the Planning Counter in order to start the permit review process. If you have questions about the checklist or process, please contact the staff at (503)639-4082.

How do I remove a street tree?

Because of its unique location, a street tree is regulated differently than the naturally occurring, planted, or landscape tree on private property. This type of tree removal request will go through the Planning Commission to be reviewed.

How do I find out if the tree is a Street Tree?

Contact staff at the city hall or go to the street tree-map on the website.

The trees I want to remove look hazardous. Do I still need a permit?

A tree plan permit will not be required as long as the trees have been identified by the City Manager or Public Works as hazardous or nuisances under Section 8.04.070 of the KCMC code AND the City requires the removal of the trees. In order to make this determination, city staff will come out to your property, analyze the trees, and inform you of their status. If the City does not require tree removal, you may be required to obtain a tree plan permit to remove the trees.

Are there any exemptions to the permit requirement?

Certain situations do not require a tree permit. Those situations include:

1. Removal of any hazardous tree when the tree is identified as such by the City Manager or Public Works and removal is required by the City.

PENALTY: Violation of the City of King City code is as follows:

Unpermitted tree cutting/removal	\$65 per tree up to \$2,000
Unpermitted tree cutting/removal in the ROW	\$1,000 Per Tree up to \$5,000

NOTES:

All Business doing business within King City needs to be a registered business this includes all tree service firms, companies and service providers. Please call to find out if a business is registered in King City. A business license does not imply city approval or endorsement to operate the business or the location of the business.

Additional regulations may apply.

Other Items:

In any case, the City manager may ask the Applicant to consult with an ISA certified arborist about preserving the tree and file the report with the permit application to the City.

For all street tree and complex tree removal permits, the Applicant must consult with an ISA certified arborist about preserving the tree and file the report with the permit application to the City.

Please note all Street trees require a tree removal permit. In accordance with King City CDC 16.128.040§B – The City Manager may require additional information from the Applicant to properly evaluate the application. If an independent review is deemed necessary, the City may require a deposit from the Applicant sufficient to cover an independent evaluation by an ISA Certified Arborist of the City's choosing.

A Public Right-of-Way permit application is required for the repair of the sidewalk.

The information provided on this application is public record.