



## **Portland Parks & Recreation Urban Forestry Programmatic Permit Portland Water Bureau**

### **1.0 GOALS:**

- 1.1 Protect, preserve, and restore the urban forest (Urban Forest Management Plan (UFMP), 2004).
- 1.2 Promote stewardship of the urban forest (UFMP, 2004).
- 1.3 Prevent cumulative adverse impacts to the urban forest and ensure that there is no reduction in tree canopy coverage over time (Title 11.45).
- 1.4 Allow for appropriate management of trees during Portland Water Bureau routine maintenance activities.

### **2.0 TERMS AND TIMELINE OF PERMIT:**

#### **2.1 Permit duration is from the date of final signature through June 30, 2024.**

The permit must be signed and in effect before tree work is conducted.

- 2.2 Portland Water Bureau is the responsible party for all activities in this permit and shall ensure all staff and contractors comply with the terms and conditions of this permit.
- 2.3 This permit applies only to tree management activities not related to site development or development projects. Separate permits are required for tree activities related to development.
- 2.4 This permit is issued under the authority of the City Forester in compliance with the requirements of City of Portland [Title 11 Trees](#).

### **3.0 SCOPE OF WORK:**

- 3.1 Activities shall prevent cumulative adverse impacts to the urban forest and ensure no net reduction in tree canopy coverage over time.
- 3.2 Activities shall support the [2004 Urban Forest Management Plan](#).

#### **Urban Forestry**

1900 SW 4<sup>th</sup> Ave, Suite 5000  
Portland, OR 97201  
Tel: (503) 823-TREE (8733) Fax: (503) 823-4493

#### **Administration**

1120 S.W. 5th Ave., Suite 1302  
Portland, OR 97204  
Tel: (503) 823-7529 Fax: (503) 823-6007

Portland Trees – [www.Portlandoregon.gov/trees](http://www.Portlandoregon.gov/trees) - permits, tree removal, report a downed tree.

*Sustaining a healthy park and recreation system to make Portland a great place to live, work and play.*  
PortlandParks.org • Carmen Rubio, Commissioner • Adena Long, Director



### 3.3 Location

Permit activity may occur in City of Portland rights-of-way and on Portland Water Bureau property.

### 3.4 Definitions

- a. City trees: Trees located on City-owned property
- b. Street trees: Trees located in the City right-of-way

### 3.5 Pruning

- a. Portland Water Bureau staff may prune street trees and trees on Portland Water Bureau property (City trees) for the following reasons:
  - to provide clearance to meet code requirements or allow for truck or equipment passage;
  - to abate a hazard; and
  - to restore health, form, and function to trees accidentally damaged by construction activities.
- b. Pruning activities may include crown raising, crown cleaning, and crown restoration as specified in the City of Portland's PP&R Urban Forestry [\*Street Tree Pruning Standards\*](#).
  - i. Crown raising removes the lower branches of a tree in order to provide clearance for vehicles, pedestrians, and buildings. Clearance standards are 7.5 feet above the sidewalk, 11 feet above residential streets, and 14 feet above main arterial streets.
  - ii. Crown cleaning is the removal of water sprouts and dead, dying, diseased, crowded, weakly attached, and low vigor branches from a trees' crown.
  - iii. Crown restoration is used to improve the structure, form, and appearance of trees after being broken.
- c. Pruning shall be made with proper pruning cuts and sharp tools. City tree pruning activities shall adhere to American National Standards Institute (ANSI) *A300 Pruning Standard – Part 1*, and International Society of Arboriculture *Best Management Practices: Tree Pruning*, including any amendments or revisions. Street tree pruning activities shall adhere to the City of Portland's *Street Tree Pruning Standards* (Appendix A).
  - i. All persons conducting this work shall have the training, experience, and equipment necessary to conduct the pruning work in a controlled and safe manner.
  - ii. For trees pruned, no more than 25% of the crown shall be removed within an annual growing season.
  - iii. When pruning from the ground, care shall be taken to avoid cutting the trunk above the cut.
  - iv. Trees shall not be topped.
- d. Elm pruning requirements  
In order to limit the spread of Dutch elm disease and comply with Oregon's state quarantine of elm wood, the following rules apply to the pruning of elm trees (*Ulmus* spp.):

- i. Elm trees shall not be pruned from April 15 through October 15 annually, except to abate a hazard.
  - ii. Pruning tools shall be treated with disinfectant before and after pruning individual elm trees.
  - iii. All wood waste shall be chipped or taken to an approved commercial disposal site within 24 hours of cutting.
- e. Staff shall identify themselves to the public as Portland Water Bureau employees while conducting pruning activities on street or City trees, either by wearing an article of clothing with the Portland Water Bureau logo or parking a Water Bureau vehicle on the block where the pruning activities are occurring.

### **3.6 Training**

- a. Portland Water Bureau staff who conduct routine tree pruning activities shall attend a pruning training workshop put on by Urban Forestry at least once during the permit timeframe.

### **4.0 COMMUNICATION:**

- 4.1 Portland Water Bureau shall maintain accurate permit contact information with Urban Forestry.

### **4.2 Portland Water Bureau contact and representative**

Rich Rice, Parks Maintenance Supervisor

Mailing address: 1900 N. Interstate Ave., Portland, OR 97227

Phone: 503-823-8740

Email: [rich.rice@portlandoregon.gov](mailto:rich.rice@portlandoregon.gov)

### **5.0 QUALITY CONTROL AND REPORTING:**

#### **5.1 Reporting**

A report describing permit activities shall be sent to Urban Forestry once per fiscal year for the duration of the permit on a form provided by Urban Forestry (Appendix B). The report shall be received no later than one month after the reporting period. Failure to submit reports may result in suspension of current programmatic permit or delayed issuance of future programmatic permits until the report is submitted.

- a. Reporting periods:

Permit start – June 30, 2022 report due by: August 1, 2022

July 1, 2022 – June 30, 2023 report due by: August 1, 2023

July 1, 2023 – June 30, 2024 report due by: August 1, 2024

#### **5.2 Inspections**

Urban Forestry may inspect the trees to determine compliance with the conditions of the permit.

**5.3 Compliance**

It is the permit holder’s responsibility to adhere to the terms of the permit. If the terms of the permit are not met, the permit holder shall be notified of the violation in writing and informed of the actions necessary to correct the violation(s). If the corrective actions are not undertaken within the specified timeframe, Urban Forestry may impose any or all of the following actions until the violation is corrected:

- Temporary stop work order
- Revocation of the Programmatic Permit
- Denial of future Programmatic Permits
- Additional conditions imposed upon the activities permitted by the Programmatic Permit
- Enforcement penalties
- Civil penalties up to \$1000 per tree per day of violation
- Restoration fees imposed for trees found in violation.

- a. Fees shall follow the adopted Title 11 fee schedule at <https://www.portland.gov/trees/documents/fee-schedule>.

**5.4 Revisions**

Urban Forestry may modify the specifications of the permit in order to respond to concerns, changes in regulations, or previously unforeseen issues. The permittee shall be notified at least 3 weeks in advance in writing of the intent to modify the permit and shall be provided an opportunity to comment on the proposed changes. The permittee shall also have an opportunity to appeal the permit if changes are made. Changes shall not go into effect until the permit is updated in writing.

**6.0 RESOURCES:**

*ANSI A300 (Part 1)-2008 Pruning: Tree Care Operations: Tree, Shrub, and Other Woody Plant Management: Standard Practices (Pruning)*. Revision of ANSI A300 (Part 1)-2001. 2008. American National Standards Institute, Washington, DC.

Gilman, Edward and Sharon Lilly. *Best Management Practices: Tree Pruning, Second Edition*. 2008. International Society of Arboriculture, Champaign, Il.

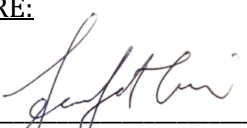
*Street Tree Pruning Standards*. 2014. City of Portland, Portland Parks & Recreation Urban Forestry, Portland, OR.

**7.0 APPENDICES:**

Appendix A – City of Portland *Street Tree Pruning Standards*

Appendix B – Reporting template

**8.0 SIGNATURE:**

By:   
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City Forester

Date: 4/7/21