



PRIVATE TREE PRUNING PERMIT APPLICATION

Need help? Visit www.portlandoregon.gov/trees, email trees@portlandoregon.gov, or call 503-823-TREE (8733)

All information is required. Please fill out the application completely and legibly.

SITE INFORMATION

Site address: _____

Overlay zone: Environmental (c) Environmental (p) Pleasant Valley Natural Resources (v)

of trees requested to prune: _____

Tree location notes: _____

PROPERTY OWNER INFORMATION

Property owner name _____

Mailing address _____

Email _____

Phone _____

ARBORIST INFORMATION

A pruning plan must be developed by a qualified arborist. The pruning work must be conducted or overseen by the arborist. **Qualified arborists** are individuals with relevant education and training in arboriculture or urban forestry, and must currently have one of the following credentials:

- International Society of Arboriculture (ISA) Certified Arborist
- American Society of Consulting Arborists (ASCA) Registered Consulting Arborist

Arborist name _____

Company _____

Mailing address _____

Email _____

Phone _____

International Society of Arboriculture (ISA) Certified Arborist ISA number _____

American Society of Consulting Arborists (ASCA) Registered Consulting Arborist ASCA number _____

I, _____ (name), am currently certified as an Arborist by the International Society of Arboriculture (ISA) or am a Registered Consulting Arborist with the American Society of Consulting Arborists (ASCA). I understand that Title 11 Trees and Title 33 Planning and Zoning identify reasons substantiating issuance of a private tree pruning permit. I have evaluated the trees listed in this application for pruning.

TREE INFORMATION			
Tree #	Species	Tree trunk diameter at 4.5'	Comments (describe pruning type)
1			
2			
3			
4			
5			

PRUNING PLAN
<p>Attach a pruning plan prepared by the arborist specified in this application. The pruning plan must include:</p> <p><input type="checkbox"/> The date the trees were evaluated: _____</p> <p><input type="checkbox"/> A site plan showing, to scale, the location of the tree(s) to be pruned in relation to buildings, other trees, and lot lines.</p> <p><input type="checkbox"/> A detailed description of the nature, extent, and timing of the proposed pruning activities.</p>

NOTICES
<p>Statement of Fact: By signing or initialing, I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of fact (whether intentional or not) in this application or any other required document, as well as any misleading statement or omission, may be cause for revocation of permit, regardless of how or when discovered.</p>
<p>Statement of Compliance with City Code: By signing or initialing, I agree to comply with City of Portland Code Title 11 Trees. I understand that submitting an application does not entitle me to a permit, and I must have the permit in hand before beginning any work. Failure to obtain a permit or violating the terms of a permit may result in civil penalties of up to \$1,000 per violation per City Code Title 11. I agree to hold harmless the City of Portland, its agents, officers, and employees for any damage or injury caused by reason of planting, placement, maintenance, or removal of trees.</p>
<p>Property Owner Name: _____ Property Owner Signature: _____ Date: _____ <i>Initials are acceptable if submitting electronically</i></p>
<p>Arborist Name: _____ Arborist Signature: _____ Date: _____ <i>Initials are acceptable if submitting electronically</i></p>

Submit complete application: by email to trees@portlandoregon.gov; by fax to 503-823-4493; or by mail to: Portland Parks & Recreation Urban Forestry, 1900 SW 4th Ave. Suite 5000, Portland, OR 97201. Please allow 2-3 weeks for your permit application to be processed. To check the status of your application, visit www.portlandoregon.gov/trees/permits.

STAFF USE ONLY
Intake date: _____
IVR #: _____