



**Portland Parks & Recreation Urban Forestry Programmatic Permit  
Bureau of Environmental Services Watershed Operations & Maintenance  
Division**

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 Increase water quality and wildlife habitat by increasing the native biodiversity and structural complexity of plant communities in urban natural areas.
- 1.5 Enhance tree canopy in the right-of-way.

2.0 TERMS AND TIMELINE OF PERMIT:

- 2.1 **Permit duration is from the date of final signatures through September 30, 2024.**  
The permit must be signed and in effect before tree work is conducted.
- 2.2 City of Portland Bureau of Environmental Services (BES) Watershed Operations & Maintenance (WOM) Managers are the responsible parties 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](#).

**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 • Dan Ryan, Commissioner • Adena Long, Director

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](#), [2007 Urban Forest Action Plan](#), [2005 Portland Watershed Management Plan](#), and the [2008 Invasive Plant Strategy](#).

3.3 **Locations**

- a. WOM natural area projects are located city-wide, in all watersheds. Natural area projects may be on City or private property, or a combination of both. WOM manages approximately 1,000 acres of natural area per year. The WOM currently has 96 active natural area projects in various stages of revegetation.
- b. Stormwater facility projects may be either located in the City right-of-way (ROW) or on a parcel (taxlot). Stormwater facilities in the ROW are known as “green streets” and may be planters or swales. Parcel-based stormwater facilities are on properties owned by BES, on privately-owned properties with a permanent BES easement, and on other property such as ODOT (Oregon Department of Transportation) or Multnomah County property. The WOM currently manages approximately 2,600 green streets in the ROW and 148 parcel-based facilities on approximately 150 acres.

3.4 **Definitions**

- a. City trees: Trees located on City-owned property
- b. Street trees: Trees located in the City right-of-way (ROW)
- c. Private trees: Trees located on property not owned by the City of Portland or another government entity (e.g., ODOT) and not located in the City right-of-way (ROW)
- d. Dangerous tree: the condition of the tree presents a foreseeable imminent danger of inflicting damage to people or property that cannot be alleviated by treatment or pruning
- e. DBH: diameter at breast height; the diameter of a tree trunk measured at 4.5 feet above the ground
- f. Native tree: a tree listed on the [Portland Plant List](#) as [native to the Willamette Valley](#).
- g. Nuisance tree: a tree of a species listed on the [Portland Plant List’s Nuisance Plant List](#).

3.5 **Pruning**

- a. BES staff, contractors, and volunteers may prune trees on City-owned or privately owned, WOM-managed properties and adjacent rights-of-way for the following reasons:
  - to improve their health and form;
  - to remove dead, damaged, and diseased portions of trees;
  - to accommodate the growth of other trees;
  - to increase security and discourage camping; and
  - to allow passage along trails, walkways, driveways, and service roads.BES must obtain the appropriate bureau’s permission to prune trees on City property that is not owned by the Bureau of Environmental Services. The property owner’s permission shall be

obtained before pruning any tree on private property unless granted by easement or prior agreement.

- b. BES staff, contractors, and volunteers may prune trees in ROW stormwater management facilities (SMFs) for the following reasons:
  - to improve their health and form;
  - to remove dead, damaged, and diseased portions of trees;
  - to maintain proper clearance from adjacent structures or buildings; and
  - to provide proper clearance over streets and sidewalks.
- c. Within 200 feet of a structure, WOM supervised staff, contractors, and volunteers may prune the lower limbs of trees, up to a maximum of 15' from the ground, for the purpose of breaking the continuity of ladder fuels that would allow fire to move from the ground to the crown of trees. All pruning shall be in accordance with ISA best practices, ANSI standards, and 3.5.e (state elm pruning moratorium).
- d. Pruning shall be made with proper pruning cuts and sharp tools. City and private property 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.
- e. 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, unless pruning is necessary for public safety.
  - ii. Pruning tools shall be treated with disinfectant before and after pruning individual elm trees.
  - iii. All elm wood waste shall be chipped or taken to an approved commercial disposal site within 24 hours of cutting.
- f. BES shall report on the street trees pruned in ROW SMFs. The report shall include the location of the trees pruned using either street addresses or indicated on map(s).

### 3.6 Removal

#### a. Unregulated trees

- i. Trees in the City ROW (i.e., street trees) that are sucker shoots or self-sown trees less than 1/2 inch DBH (diameter at breast height, the diameter of the trunk measured at 4.5 feet above the ground) are not regulated and therefore may be removed without prior notice to Urban Forestry, reporting, or mitigation.
- ii. Trees on WOM-managed City property that are less than 3 inches DBH may be removed without notice to Urban Forestry, reporting, or mitigation, unless the tree was required to be planted as a condition of a permit. BES shall obtain the appropriate bureau's permission to remove trees on City property that is not owned by the Bureau of Environmental Services.
- iii. Trees on private property that are less than 12 inches DBH are not regulated and therefore may be removed with property owner permission and without notice, reporting, or mitigation to Urban Forestry, unless the tree was required to be planted as a condition of a permit or otherwise specified in 3.6.a.iii.a below.
  - a. Trees on private property covered by a permanent BES easement are regulated as private trees, not City trees.
  - b. The regulatory threshold for tree removal on private property decreases to 6 inches DBH for trees located in the following plan districts and/or overlay zones:
    - Plan districts: Cascade Station/Portland International Center Plan District; Columbia South Shore Plan District; Johnson Creek Basin Plan District; Portland International Airport Plan District; Rocky Butte Plan District; South Auditorium Plan District
    - Overlay zones: Environmental (c, p); Greenway (n, q, g, i, r); Pleasant Valley Natural Resources (v); Scenic Resource (s)
  - c. The property owner's permission should be obtained via signature before removing any tree on private property.

#### b. Dead or dangerous trees

- i. Dead or dangerous trees of any size or species on WOM-managed property or in an SMF may be removed without notifying the City Forester or the public. Mitigation (see 3.6.f) and reporting (see 3.6.g) requirements apply to regulated trees.

#### c. Trees in ROW SMFs

- i. Dying trees or trees with an unmanageable pest or disease problem in ROW SMFs less than 6 inches DBH may be removed without notifying the City Forester or the public.
- ii. Dying trees or trees with an unmanageable pest or disease problem in ROW SMFs 6 inches DBH or greater may be removed with at least 4 weeks prior notice to the City Forester. The Forester may set conditions on the timing of removals.

- iii. The City Forester may approve the removal of non-dying/non-diseased trees in ROW SMFs on a case-by-case basis. Removal shall be requested at least 4 weeks in advance of the anticipated removal timeframe. The City Forester may approve or deny the removal request or approve the removal with conditions.
  - iv. Removed trees shall be replaced one-for-one with an appropriate species from the approved ROW SMF tree planting list or other species approved by the City Forester (Appendix B). Reporting requirements apply (see 3.6.g).
- d. Trees on WOM-managed natural area properties
- i. Street trees
    - a. The City Forester may approve the removal of trees managed as “street trees” in the City ROW adjacent to natural areas and parcel-based SMFs on a case-by-case basis. Removal shall be requested at least 4 weeks in advance of the anticipated removal timeframe. The City Forester may approve or deny the removal request or approve the removal with conditions. Removal may be granted for trees that are dead, dying, dangerous, or are causing serious, repeated conflicts with infrastructure.
    - b. Street trees may be treated as City or private property trees when they are located in City rights-of-way that are managed as an extension of the adjacent natural area or parcel-based SMF.
  - ii. Nuisance trees
    - a. Nuisance trees less than 20 inches DBH on WOM-managed natural area properties and parcel-based SMFs may be removed without notifying the City Forester or the public. Mitigation (3.7.f) and reporting (3.5.g) requirements apply to regulated trees.
    - b. Nuisance trees 20 inches DBH or greater on WOM-managed natural area properties and parcel-based SMFs may be removed with at least 4 weeks prior notice to the City Forester. The Forester may set conditions on the timing of removal. Mitigation (3.7.f) and reporting (3.7.g) requirements apply.
    - c. The following species may be treated as nuisance trees on WOM-managed natural area properties and parcel-based SMFs:
      - Hedge maple (*Acer campestre*)
  - iii. Thinning native tree stands
    - a. Native trees less than 6 inches DBH on WOM-managed natural area properties and parcel-based SMFs may be removed due to thinning operations without notifying the City Forester or the public. Mitigation (3.7.f) and reporting (3.7.g) requirements apply to regulated trees.
    - b. Native trees 6 inches DBH or greater on WOM-managed natural area properties and parcel-based SMFs may be removed due to thinning operations with at least 4 weeks prior notice to the City Forester. The Forester may set conditions on the timing of removal. Mitigation (3.7.f) and reporting (3.7.g) requirements apply to regulated trees.

iv. Other tree removal activities

- a. The City Forester may approve the removal of non-nuisance trees in WOM-managed natural areas and parcel-based SMFs for purposes other than thinning on a case-by-case basis. Removal shall be requested at least 4 weeks in advance of the anticipated removal timeframe. The City Forester may approve or deny the removal request or approve the removal with conditions.

v. Zoning code exemption requirements

- a. The zoning of the property shall be checked before any non-dangerous, non-nuisance tree is removed. Zoning information can be found on Portland Maps at [www.portlandmaps.com](http://www.portlandmaps.com) -> maps -> zoning.
- b. Trees located in the following plan districts and overlay zones shall meet zoning exemptions for removal, or else a zoning code review from the Bureau of Development Services (503-823-7526) shall be obtained prior to removal.
  - Plan districts: Cascade Station/Portland International Center Plan district; Columbia South Shore Plan District; Johnson Creek Basin Plan District; Portland International Airport Plan District; Rocky Butte Plan District; South Auditorium Plan District
  - Overlay zones: Environmental (c, p); Greenway (n, q, g, i, r); Pleasant Valley Natural Resources (v); Scenic Resource (s)
- c. Zoning code exemption requirements are detailed in Title 11 Table 40-1 (Appendix C). Generally, a zoning code review is required for the removal of healthy native trees. However, some plan districts and overlay zones require a zoning code review for certain non-native, non-nuisance tree removals. The City Forester can help determine whether exemption requirements are met or whether a zoning code review is necessary.

e. Public notice

- i. The public shall be notified at least two weeks in advance of the impending removal of healthy (i.e., not dead, dying, or dangerous), non-nuisance trees 20 inches DBH or greater by posting a sign on or near the tree. If the tree is not in a publicly visible area, a copy of the sign and a map to the tree shall also be posted in a high-traffic, publicly visible area relevant to the site.
- ii. The sign shall state when and why the tree is being removed, it is a permitted tree removal, how the removal is being mitigated, and contact information for a person the public can contact regarding the removal.

f. Mitigation

- i. Regulated trees that are removed under this permit shall be compensated by replanting trees within the planting season immediately following removal. Mitigation trees need not be planted at the same site where tree removal occurred, however shall be planted in the same watershed (Columbia, Willamette, Johnson Creek, or Fanno Creek/ Tryon Creek).

- ii. Whenever the exact number of trees removed is known, trees shall be replaced one-for-one. Trees planted for mitigation shall be monitored for at least three years and replaced in kind if they die within that timeframe.
  - iii. When removal numbers are solely tracked by estimated density of trees removed over a treatment area, the number of acres planted for mitigation shall be at least as much as the number of acres where trees were removed. Replanting density in these cases shall be at least twice the estimated density of trees removed. Trees planted for mitigation shall be monitored for at least three years, and mortality shall not exceed 30%. If mortality exceeds 30%, trees shall be replaced in kind. Replaced trees shall also be monitored and guaranteed as such for at least three years.
  - iv. Mitigation unable to be met by tree planting shall be paid into the Tree Planting and Preservation Fund. Payment for each tree to be mitigated shall be the Fee in Lieu of Planting and Establishment for two inches per [Title 11 Trees Permit Fee Schedule](#). Mitigation payment shall be completed by the expiration of the permit.
- g. Reporting
- i. The number of trees removed, species removed, DBH, general condition, and reason for the trees' removal shall be reported for each site. For projects tracked by acre, the number of acres of trees removed, an estimated density of trees removed, an estimated number of trees removed that were over 20 inches DBH, and the target species removed shall be reported for each site.
  - ii. The amount of money paid to the Tree Planting and Preservation Fund shall be reported.

### 3.7 Planting

- a. Planting activities shall adhere to American National Standards Institute (ANSI) A300 *Planting and Transplanting Standards* and International Society of Arboriculture *Best Management Practices: Tree Planting*.
- b. Trees in SMFs
  - i. Trees may be planted in ROW SMFs to replace removed trees and also in accordance with design guidelines developed by the Portland Bureau of Transportation (PBOT), as recommended by the joint Committee for Trees in Stormwater Facilities.
  - ii. Trees selected for planting in ROW SMFs shall be selected from the approved ROW SMF tree planting list (see Table 4-5, [Stormwater Management Manual](#) ) or approved by the City Forester.
    - a. Individual site characteristics, including clearances, overhead utilities, aspect, existing overhead canopy, and shade, shall be accommodated when choosing from the approved SMF tree planting list.
    - b. Trees to be planted in the City ROW adjacent to an SMF shall be selected from the appropriate [Approved Street Tree Planting List](#) or approved by the City Forester.

- iii. The locations of trees planted in ROW SMFs shall be determined by the guidelines detailed in the [Stormwater Management Manual](#). The locations of trees planted in the City ROW adjacent to an SMF shall be approved by the City Forester.
  - iv. Trees shall be a minimum of 2 inches caliper or a size approved by the City Forester for broadleaf trees or at least 5 feet in height for coniferous trees at the time of planting.
  - v. WOM staff or contractors may prune dead, damaged, crossing, or girdling roots at the time of planting in SMFs.
  - vi. Root barriers shall be installed in all SMFs with trees, regardless of facility size. Root barriers shall be at least 6 feet long, centered on the tree, and at least 12 inches deep. The City Forester may waive this requirement on a case-by-case basis.
  - vii. Irrigation bags, , may be used on trees in SMFs from May through October to provide necessary water during the establishment phase and beyond, as needed. Irrigation bags shall be removed after the dry season. Installation or use of irrigation bags shall not damage or otherwise harm the tree.
- c. Trees on WOM-managed natural area properties
- i. Street trees
    - a. City rights-of-way managed as natural area shall follow the planting specifications in 3.7.c.ii below.
    - b. “Street trees” selected for planting in City rights-of-way adjacent to WOM-managed natural areas shall be selected from the City’s Approved Street Tree Planting Lists ([www.portlandoregon.gov/trees/plantinglists](http://www.portlandoregon.gov/trees/plantinglists)) or approved by the City Forester.
    - c. Street trees shall be a minimum of 2 inches caliper for broadleaf trees or at least 5 feet in height for coniferous trees at the time of planting.
    - d. Street tree species selected for planting environmental (c, p) or scenic (s) overlay zones shall be chosen from the [Portland Plant List’s Native Plants List](#).
    - e. Plantings shall be monitored and guaranteed for at least three years and replaced in kind if they fail within this timeframe. Replacement trees shall also be guaranteed for three years.
  - ii. City and private trees
    - a. The goal of natural area revegetation is to promote a healthy, diverse, and structurally complex native plant community.
    - b. WOM ecologists and shall consider site conditions such as existing vegetation, shade, hydrology, moisture regime, and soil type.
    - c. Trees species selected for planting shall be chosen from the [Portland Plant List’s Native Plants List](#).



- d. Trees selected for planting may be bareroot seedlings.
  - e. Trees should be planted after adequate site preparation, such as invasive plant removal and control, has been implemented.
  - f. Bareroot seedling planting efforts need not employ supplemental irrigation for establishment.
  - g. Establishment success shall be monitored and planting strategies shall be re-evaluated if establishment success is low.
- d. The number, species, stock size, and location of trees planted shall be reported for each site.

### **3.8 Girdling**

- a. Girdling a tree is considered removal of the tree, and all of the conditions in 3.6 Removal apply.
- b. Herbicide may be applied to girdled trees. Herbicide application shall be conducted in accordance with the City's established Integrated Pest Management policies.
- c. Girdled trees shall not have a target nearby and shall not create a public hazard.
- d. The number, DBH, and site of trees girdled shall be reported.

### **3.9 Other tree activities**

Other tree activities allowed under the scope of this permit are:

- e. Root pruning. WOM staff or contractors may prune small diameter (less than one inch) surface roots of trees within SMFs.

### **4.0 COMMUNICATION:**

4.1 BES WOM shall maintain accurate permit contact information with Urban Forestry.

### **4.2 BES WOM contacts and representatives**

Permit administration and stormwater facilities:

Ryan Durocher, WOM Green Stormwater Infrastructure Manager

Address: 1120 SW 5<sup>th</sup> Ave., Suite 613, Portland, OR 97204

Phone: 503-823-2365

Email: [Ryan.Durocher@portlandoregon.gov](mailto:Ryan.Durocher@portlandoregon.gov)

Natural areas:

Ken Finney, WOM Natural Systems Manager

Address: 1120 SW 5<sup>th</sup> Ave., Suite 613, Portland, OR 97204

Phone: 503-823-6583

Email: [Ken.Finney@portlandoregon.gov](mailto:Ken.Finney@portlandoregon.gov)

## 5.0 QUALITY CONTROL AND REPORTING:

### 5.1 **Reporting**

Qualitative and quantitative reports shall be sent to Urban Forestry once per fiscal year for the duration of the permit (see Appendix E and Appendix F). The completed reports shall be received no later than one month after the reporting period.

a. Reporting periods:

July 1, 2021 – June 30, 2022 report due by: August 1, 2022

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

### 5.2 **Inspections**

Urban Forestry may inspect the activities 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 work stoppage
- 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 [www.portlandoregon.gov/trees/fees](http://www.portlandoregon.gov/trees/fees).

### 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 three 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.

*ANSI A300 (Part 6)-2012: Tree Care Operations: Tree, Shrub, and Other Woody Plant Management: Standard Practices (Planting and Transplanting)*. Revision of ANSI A300 (Part 6)-2005. 2012. American National

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

*Invasive Plant Strategy*. 2008. City of Portland, Bureau of Environmental Services, Portland, OR. < <http://www.portlandoregon.gov/bes/article/332727>>

*Portland Plant List*. 2011. City of Portland, Bureau of Planning and Sustainability, Portland, OR. < <http://www.portlandoregon.gov/auditor/34460?a=322280>>

*Portland Urban Forestry Management Plan*. 2004. City of Portland, Parks & Recreation Urban Forestry, Portland, OR. < <http://www.portlandoregon.gov/trees/ufmp>>

*Portland Watershed Management Plan*. 2005. City of Portland, Bureau of Environmental Services, Portland, OR. < <http://www.portlandoregon.gov/bes/article/107808>>

*Stormwater Management Manual*. 2020. City of Portland, Bureau of Environmental Services, Portland, OR. < <https://www.portland.gov/bes/stormwater/swmm>>

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

*Urban Forest Action Plan*. 2007. City of Portland, Parks & Recreation Urban Forestry, Portland, OR. < <http://www.portlandoregon.gov/trees/ufap>>

Watson, Gary. *Best Management Practices: Tree Planting, Second Edition*. 2014. International Society of Arboriculture, Champaign, Il.

7.0 APPENDICES:

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

Appendix B – Approved SMF tree planting list

Appendix C – Title 11 Table 40-1

Appendix D – Qualitative report template

Appendix E – WOM Natural Areas Quantitative Report Template

Appendix F – WOM Sample SMF Tree Pruning and Removal Report Templates

8.0 SIGNATURE:

By:   
City Forester

Date: 1/27/23