Tree Cut / Fell Permit Application

Engineering Division
1095 Duane Street, Astoria, OR 97103
Email: engpermits@astoria.gov
Phone: 503-338-5173
Web: www.astoria.or.us

STAFF USE ONLY	
Permit Number:	
Application Date:	
Issued Date:	
Amount Received:	
Permit Expiration:	180 Days from Issue

Fee: Firewood: $20.00 | Right-of-Way: $60.00 | City Property: $250.00 | Arborist Report: Actual Cost

Reason (check all that apply)	**Method** (check all that apply)
☐ View ☐ Shades Property ☐ Hazardous ☐ Firewood ☐ Other: _____	☐ Fall ☐ Top ☐ Trim

Applicant ☐ Owner ☐ Renter

Full Name _____

Address _____

Phone _____ Email _____

Site Location

Site Address _____

Tax Lot/Map _____

Work to be Performed By

Full Name _____ CCB No. _____

Mailing Address _____

Email _____ Phone _____

Insurance Co. _____ Policy No. _____

Astoria Business License No. _____



Instructions: Sketch area showing:

1. Location, size and species of tree(s),
2. Your property,
3. Adjacent property owners, as listed below.

Adjacent Properties, Owner Information & Owner Approval Signatures (Required on City Property Only)
Signature below indicates concurrence with tree cutting.

	Address	Phone	Name	Signature
1				
2				
3				
4				
5				

This is a permit to fell/cut _____ tree(s) from Lot (s) _____ Block (s) _____ Addition _____, to the City of Astoria and to fell/cut _____ tree(s) from _____ Street(s) in the City of Astoria.

GENERAL CONDITIONS

Tree(s) to be felled/cut in a careful manner under the supervision and responsibility of the applicant and as specified by the City Engineer. Applicant is to remove within _____ days of cutting all such felled/cut tree(s) and all resulting debris from such City property, Streets or Alleys and to hold the City of Astoria harmless from any and all damages or claims of damages as a result of such felling or cutting. Permit expires December 31st of dated year. Permit may be revoked at any time with notice. All ordinances of the City of Astoria shall be complied with. This application will expire if application acceptance is not achieved within 180 days of receipt. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. ATTENTION: Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through 952-001-0090. You may obtain copies of the rules by calling the center at 503-232-1987.

Astoria City Code 2.500 Permit for Removing Trees from Unopened City Right-of-Way

A. Prior to removing trees from unopened city rights-of-way, the owner of the underlying fee shall obtain a permit for the city engineer. In granting a permit, the city engineer shall make a written finding that one of the following criteria exists:
   1. Necessity to remove tree(s) which pose a safety hazard.
   2. Necessity to remove diseased tree(s) weakened by age, storm, fire, or other injury.
   3. Need for solar access, or the obtaining of views which cannot be accomplished by pruning.
   4. Commercial harvesting is appropriate and removal of the trees poses no threat to the physical integrity of the right-of-way or adjacent property.
   5. Necessity of the owner of the underlying fee to temporarily use a portion of the right-of-way for purpose of access to their property.

B. A denial of a permit may be appealed to the city council if notice of such appeal is filed with the finance director within 15 days of the date of denial.

City of Astoria Administrative Practice Tree Removal Policy on City Property

Section 1.01 – Purpose
This administrative practice defines the practice and procedures to be used in cutting trees on City property.

Section 1.02 – Dangerous Trees
Removal of dangerous trees will be a staff decision.

Section 1.03 – Other Trees
Proposed removal of any tree or trees, other than dangerous trees, will be placed on the agenda of a City Council meeting for City Council consideration.

SPECIAL CONDITIONS OR REMARKS

_____
_____
_____
_____
_____

Signature below indicates acceptance and approval of conditions:

_____ _____
Applicant Signature Date

_____ _____
Engineering Division Approval Date