



Work Session

WS

Milwaukie City Council

COUNCIL WORK SESSION

City Hall Council Chambers, 10501 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

AGENDA

MARCH 5, 2024

Council will hold this meeting in-person and through video conference. The public may attend the meeting by coming to City Hall or joining the Zoom webinar, or watch the meeting on the [city's YouTube channel](#) or Comcast Cable channel 30 in city limits. For Zoom login visit <https://www.milwaukieoregon.gov/citycouncil/city-council-work-session-344>.

To participate in this meeting by phone dial 1-253-215-8782 and enter Webinar ID 898 6111 0639 and Passcode: 063156. To raise hand by phone dial *9.

Written comments may be delivered to City Hall or emailed to ocr@milwaukieoregon.gov. Council may take limited verbal comments.

Note: agenda item times are estimates and are subject to change.

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|---|------------------|
| <p>1. Tree Code Update – Discussion (4:00 p.m.)
Staff: Courtney Wilson, Urban Forester, and
Tim Salyers, Code Compliance Coordinator</p> | <p>1</p> |
| <p>2. Neighborhood Park Projects – Update (4:30 p.m.)
Staff: Adam Moore, Parks Development Coordinator</p> | <p>92</p> |
| <p>3. Adjourn (5:00 p.m.)</p> | |

Executive Session. After the work session Council will meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice

The city is committed to providing equal access to public meetings. To request listening and mobility assistance services contact the Office of the City Recorder at least 48 hours before the meeting by email at ocr@milwaukieoregon.gov or phone at 503-786-7502. To request Spanish language translation services email espanol@milwaukieoregon.gov at least 48 hours before the meeting. Staff will do their best to respond in a timely manner and to accommodate requests. Most Council meetings are broadcast live on the [city's YouTube channel](#) and Comcast Channel 30 in city limits.

Servicios de Accesibilidad para Reuniones y Aviso de la Ley de Estadounidenses con Discapacidades (ADA)

La ciudad se compromete a proporcionar igualdad de acceso para reuniones públicas. Para solicitar servicios de asistencia auditiva y de movilidad, favor de comunicarse a la Oficina del Registro de la Ciudad con un mínimo de 48 horas antes de la reunión por correo electrónico a ocr@milwaukieoregon.gov o llame al 503-786-7502. Para solicitar servicios de traducción al español, envíe un correo electrónico a espanol@milwaukieoregon.gov al menos 48 horas antes de la reunión. El personal hará todo lo posible para responder de manera oportuna y atender las solicitudes. La mayoría de las reuniones del Consejo de la Ciudad se transmiten en vivo en el [canal de YouTube de la ciudad](#) y el Canal 30 de Comcast dentro de los límites de la ciudad.

Executive Sessions

The City Council may meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660(2); all discussions are confidential; news media representatives may attend but may not disclose any information discussed. Final decisions and actions may not be taken in executive sessions.



COUNCIL WORK SESSION

City Hall Council Chambers, 10501 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

MINUTES

MARCH 5, 2024

Council Present: Councilors Shane Abma, Adam Khosroabadi, Rebecca Stavenjord, and Council President Robert Massey, and Mayor Lisa Batey

Staff Present: Joseph Briglio, Community Development Director
Justin Gericke, City Attorney
Adam Moore, Parks Development Coordinator
Ann Ober, City Manager
Peter Passarelli, Public Works Director
Tim Salyers, Code Compliance Coordinator
Scott Stauffer, City Recorder
Courtney Wilson, Urban Forester

Mayor Batey called the meeting to order at 4:06 p.m.

1. Tree Code Update – Discussion

Mayor Batey shared that the city had received a letter from the Arbor Day Foundation congratulating the city on winning the 2023 Tree City USA and Growth Award.

Wilson provided an explanation of what the city's tree code covered and the types of permits that were issued.

Salyers explained how the proposed tree code changes were developed. **Mayor Batey** and **Salyers** clarified why the redlined version of the code provided with the staff report looked the way that it did.

Wilson covered some proposed changes to the tree code and explained the next steps.

Councilor Abma asked how the tree code was created and **Passarelli** explained that the city had contracted with a consultant who had developed the tree code for the City of Tigard. **Abma** asked how the Tree Board functioned and **Passarelli** advised that the Board operated in an advisory capacity and shared how they had helped to develop the tree code. The group discussed the language found in the code that described the Board's operations. **Abma** asked for clarification on the proposed changes around staff role definitions, **Salyers** explained the changes were for organization purposes only.

Councilor Massey and **Mayor Batey** commented on the amount of public input the tree code had generated.

The group discussed how dead or diseased trees were tracked on development lots against the lidar data the city used to track tree canopy.

The group discussed the proposed change to remove the requirement to replant when removing a dead tree and discussed how to address the removal of invasive trees. **Mayor Batey** expressed concern with changes and how they might affect the city meeting its tree canopy goals. **Councilor Massey**, **Passarelli**, and **Batey** discussed how trees were added to the invasive tree list.

2. Neighborhood Park Projects – Update

Moore reported that the Neighborhood Park Projects had obtained all the required tree permits and that no healthy trees would be removed.

Moore provided an update on the parks projects by sharing an invitation to celebrate the construction kick-off, noting that starting March 11 fences would be going up at all three parks, and that due to the terrain, construction at Balfour Park would move slower than construction at Scott Park or Bowman-Brae Park.

Moore shared that the projects were under budget and staff were working to ensure that use it or lose it funds would be fully utilized. **Councilor Abma** asked what the difference was between park enhancements and amenities. **Moore** provided a list of the enhancements that were planned for Scott Park.

Mayor Batey asked about the installation of water fountains at each park and **Moore** explained that the fountains had water bottle fill features and dog bowls.

Councilor Abma and **Moore** discussed how staff were meeting the city's code requirement for 1.5% of project funding to be used on public art.

Moore presented a summary of the October 2023 community engagement results. **Mayor Batey** shared that there was a new skate park at Errol Heights Park in Portland and wanted to draw community members' attention to future discussions with North Clackamas Park and Recreation (NCPRD).

Moore shared the community engagement demographics and presented some economic impacts of park development.

Councilor Abma asked what impact, if any, did the median income demographic have on park design or development. **Moore** explained that the demographics were used for tracking the equity of public engagement and to learn how to remove barriers from public engagement efforts and that because of the city's equity work in engagement, staff were able to obtain additional grant funding.

3. Adjourn

Mayor Batey announced that after the meeting Council would meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Mayor Batey adjourned the meeting at 5:15 p.m.

Respectfully submitted, .



Nicole Madigan, Deputy City Recorder

COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Date Written: Feb. 21, 2024

Reviewed: Peter Passarelli, Public Works Director

From: Courtney Wilson, Urban Forester, and
Tim Salyers, Code Compliance Coordinator

Subject: **Tree Code Amendments**

ACTION REQUESTED

Council is asked to review and consider adopting proposed amendments to Milwaukie Municipal Code (MMC) Chapter 16.32 Tree Code.

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS

[November 17, 2020](#): Council adopts the public tree code.

Following three work sessions in August 2021, the Planning Commission held three public hearings on the proposed housing and tree code amendments ([October 12](#), [October 26](#), and [November 9](#)) and voted 5-2 to recommend approval of the amendments with specific revisions and recommendations.

Following work sessions in [December](#) and [January](#), Council held seven public hearings in early 2022 on the tree and housing code implementation process and draft code language ([January 18](#), [February 1](#), [February 15](#), [March 15](#), [March 29](#), and [April 5](#)).

[April 19, 2022](#): Council voted 5-0 to adopt the residential tree code.

[April 4, 2023](#): Staff updated council on tree code implementation and provided an overview of the proposed tree code amendments for council discussion.

[July 18, 2023](#): Staff provided an overview of additional proposed tree code amendments for council discussion.

ANALYSIS

Please refer to the [January 18, 2022](#) staff report for a detailed review of the project background and the policy mandate related to private residential tree preservation.

Summary of Residential Tree Code

Before the adoption of the residential tree code in April 2022, only trees in the public right-of-way (ROW) or on city-owned public property required permits before removal. To meet the city's goal of a 40 percent tree canopy, as identified in the [Climate Action Plan](#) (CAP), the [Urban Forest Management Plan](#) (UFMP), and the 2020 [Comprehensive Plan](#) policies, it was determined that trees on private residential property were a conservation priority as canopy over private property accounted for the majority of Milwaukie canopy cover. Residential tree code was included in the [2021-2022 Comprehensive Plan implementation process](#) to complement new

housing code, with the final residential tree code being adopted in April 2022 and implemented in May 2022. Adoption and ongoing community outreach and education on the new tree code included direct mailings, website overhauls, new informational materials and handouts, and integration of the natural resources division into existing development review processes.

Through the code implementation process, staff have identified code revisions that would improve clarity of code language, streamline implementation, and assist in enforcement of the adopted code and permitting program as originally intended. Staff are proposing to amend the tree code to remove replanting requirements for dead trees and invasive trees on residential private property. Reorganizing of the tree code has been proposed to improve readability and remove some redundancies. The proposed changes would also move the city's Tree Board section of the code to Title 2 Administration and Personnel and the definitions would be changed to align with zoning code and to further clarify existing definitions.

BUDGET IMPACT

None.

WORKLOAD IMPACT

Code revisions could reduce workload for administration and enforcement of tree code for public works and code enforcement staff.

CLIMATE IMPACT

Tree preservation and canopy expansion is critical for climate mitigation and adaptation in Milwaukie. The tree code is essential to tree protection, and the proposed revisions will help ensure optimal ongoing implementation.

COORDINATION, CONCURRENCE, OR DISSENT

Public works natural resources staff worked with code compliance and planning staff on the proposed code revisions.

ATTACHMENTS

1. Tree Code Organizational Outline
2. Tree Code Cleanup – Proposed Amendments (Redline)
3. Tree Code Cleanup – Proposed Amendments (Clean)

CHAPTER 16.32 TREE CODE

Article I General Provisions

16.32.005 PURPOSE

16.32.010 DEFINITIONS

16.32.012 ADMINISTRATION

- A. City Manager
- B. City Authority

16.32.014 CREATION OF A TREE FUND

- A. Establishment
- B. Funding Sources
- C. Funding Purposes

Article II Street Trees and Public Trees

16.32.020 PLANTING STREET TREES AND PUBLIC TREES

- A. Species
- B. Spacing, size, and placement
- C. Permit

16.32.026 MAJOR PRUNING OR REMOVAL OF STREET TREES AND PUBLIC TREES

- A. Applicability
- B. Permit Review Process
 - 1. Application
 - 2. Public Notice and Permit Meeting
 - 3. Declaration
- C. Review Criteria and Approval Standards
 - 1. Review Criteria
 - 2. Approval Standards
- D. Removal of Stumps
- E. Performance of Permitted Work
- F. Replanting

16.32.028 EMERGENCY REMOVAL OF HAZARDOUS TREES

16.32.030 EXEMPTIONS

- A. Permit Exemptions
- B. Public Notice Exemptions
- C. Removal Fee Exemptions
- D. Topping Exemptions
- E. Replanting Exemptions

16.32.032 LOW INCOME ASSISTANCE

Article III Private Trees in Residential Zones

16.32.042 TREE PRESERVATION AND PLANTING WITH DEVELOPMENT IN RESIDENTIAL ZONES

- A. Applicability
- B. Tree Preservation Standards
- C. Tree Planting Standards
- D. Tree Canopy Calculations and Credits
- E. Mitigation Fees
- F. Variance Procedure
- G. Tree Protection Standards
 - 1. Prescriptive Path for Tree Protection
 - 2. Performance Path for Tree Protection
- H. Soil Volume Standards
 - 1. General Standards
 - 2. Prescriptive Path for Soil Volume
 - 3. Performance Path for Soil Volume
- I. Application Requirements
 - 1. Tree Inventory
 - 2. Tree Preservation Plan
 - 3. Tree Planting Plan
 - 4. Arborist Report

16.32.044 NON-DEVELOPMENT PRIVATE TREE REMOVAL IN RESIDENTIAL ZONES

- A. Applicability
- B. Permit Exemptions
- C. Applications
- D. Type 1 Tree Removal Permit
 - 1. Application Requirements
 - 2. Approval Criteria
 - 3. Mitigation Requirements
 - 4. Decision by the Urban Forester
- D. Type 2 Tree Removal Permit
 - 1. Application Requirements
 - 2. Review and Approval Criteria
 - 3. Mitigation Requirements
 - 4. Decision by the Urban Forester
 - 5. Appeals
- E. Appeal

Article IV Miscellaneous Provisions

16.32.080 PROGRAMMATIC PERMITS

- A. Applicability
- B. Application Requirements
- C. Permit
- D. Completeness
- E. Notice of Complete Application
- F. Review Criteria
- G. Decision
- H. Revocation

16.32.082 COORDINATION WITH OTHER REGULATIONS

- A. Street, Sidewalk, Traffic Control Devices, and Vision Clearance
- B. Dead, Decaying, Dangerous, Diseased, or Infested Tree or Tree Limb Removal
- C. Business Tax or Metro License Required
- D. Title 19 Zoning Code
 - 1. Willamette Greenway
 - 2. Natural Resources
 - 3. Parking Lot Standards
 - 4. Transportation Facility Requirements
- E. Tree Board

Article V ENFORCEMENT AND PENALTIES

16.32.100 ENFORCEMENT

- A. Interpretation
- B. Violations
- C. Penalties

TITLE 2 ADMINISTRATION AND PERSONNEL

2.10.010 APPLICABILITY

This chapter applies to all City boards, commissions, and committees unless mandated otherwise by State statute or City ordinance, including but not limited to the following boards, commissions and committees:

- A. Budget Committee (ORS 294.336 and MMC 2.14, exclusive from monthly meetings);
- B. Center/Community Advisory Board (MMC 2.20 and IGA);
- C. Citizens Utility Advisory Board (MMC 2.11);
- D. Library Board (ORS 357.400 to 357.621 and MMC 2.28);
- E. Park and Recreation Board (MMC 2.12);
- F. Planning Commission (ORS 227.010—227.030 and MMC 2.16);
- G. Public Safety Advisory Committee (MMC 2.24); ~~and~~
- H. Milwaukie Arts Committee (MMC 2.17); ~~and~~
- I. Tree Board (MMC 2.18).

2.18 TREE BOARD

2.18.010A. Tree Board Composition

The Tree Board will consist of seven members, at least five of which must be residents of the City, one must be an ISA Certified Arborist, and all seven must be appointed by the Mayor with approval of the City Council.

2.18.020B. Term of Office

A. The term of the seven persons appointed by the Mayor will be three years, ~~except that the term of two of the members appointed to the initial Tree Board will serve a term of only one year, and two members of the initial Tree Board will be for two years.~~

B. ~~In the event that~~ if a vacancy occurs during the term of any member, their successor will be appointed for the unexpired portion of the term. ~~Tree Board members will be limited to serving three consecutive terms.~~

2.18.030C. Compensation

Members of the Tree Board will serve without compensation.

2.18.040D. Duties and Responsibilities

The Tree Board will serve in an advisory capacity to the City Council. Its responsibilities include the following:

1. A. Study, investigate, develop, update, and help administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of the Urban Forest. The plan will be presented to the City Council for approval every five years and will constitute the official Urban Forestry Management Plan for the City;
2. B. Provide advice to City Council on policy and regulatory issues involving trees, including climate adaptation and mitigation efforts;
3. C. Provide outreach and education to the community on tree-related issues and concerns;
4. D. Organize and facilitate the City's tree planting events and other public events involving trees and Urban Forestry education;
5. E. Assist City staff in preparing recommendations regarding the application, membership, and ongoing participation by the City in the Tree City USA Program;
6. F. Provide leadership in planning the City's Arbor Day/Week proclamation and celebration; and
7. G. Provide recommendations to City Council on the allocation of funds from the Tree Fund.
8. H. The Tree Board, when requested by the City Council, will consider, investigate, make findings, report, and make recommendations on any special matter or question coming within the scope of its work.

2.18.050E. Operation

The Tree Board will choose its own officers, make its own rules and regulations, and keep minutes of its proceedings. A majority of the members will constitute a quorum necessary for the transaction of business.

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CHAPTER 16.32 TREE CODE

Article I General Provisions

16.32.005 PURPOSE

The purpose of this chapter is to establish processes and standards that ensure the City maximizes the environmental, economic, health, community, and aesthetic benefits provided by its urban forest. It is the intent of this code to establish, maintain, and increase the quantity and quality of tree cover in ~~the City residential zones and on land owned or maintained by the City and within rights-of-way~~, and to ensure our urban forest is healthy, abundant, and climate resilient.

This code is designed to:

1. Foster urban forest growth to achieve 40% canopy coverage by 2040.
2. Maintain trees in a healthy condition through best management practices.
3. Manage the urban forest for a diversity of tree ages and species.
4. Manage street trees appropriately to maximize benefits and minimize hazards and conflicts with infrastructure.
5. Ensure the preservation and planting of tree canopy with development and redevelopment of housing in residential zones.
6. Regulate the removal, replanting, and management of trees prior to and following development and redevelopment in residential zones.
7. Implement applicable urban forest goals, policies, objectives, and action items in the Comprehensive Plan, Climate Action Plan, and Urban Forest Management Plan.

16.32.010 DEFINITIONS

The following definitions will apply for terminology used in this chapter. If a definition is not listed in this chapter, the definition in Title 19 will apply. Where definitions are not provided in this chapter or Title 19, their normal dictionary meaning will apply:

“Arbor Day/Week” means a day/week designated by the City to celebrate and acknowledge the importance of trees in the urban environment.

“Arboriculture” means the practice and study of the care of trees and other woody plants in the landscape.

“Building footprint” means the area covered by the outer structural walls of a building, measured in sq ft. Included in the calculation of footprint are: roofed structures that are not fully enclosed; building features such as patio covers, roofed porches, and decks; or similar features with a surface height of more than 18 in above average grade. Footprint does not include eaves.

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Suggested Revisions Winter 2024

“Canopy” is the layer of leaves, branches and stems of trees that cover the ground when viewed from above. Canopy cover is measured as the proportion of a fixed area of the ground covered by tree crowns.

“City” means the City of Milwaukee.

“City Engineer” means the city engineer of the City of Milwaukee or designee.

“City Manager” means the city manager or the city manager’s authorized representative or designee.

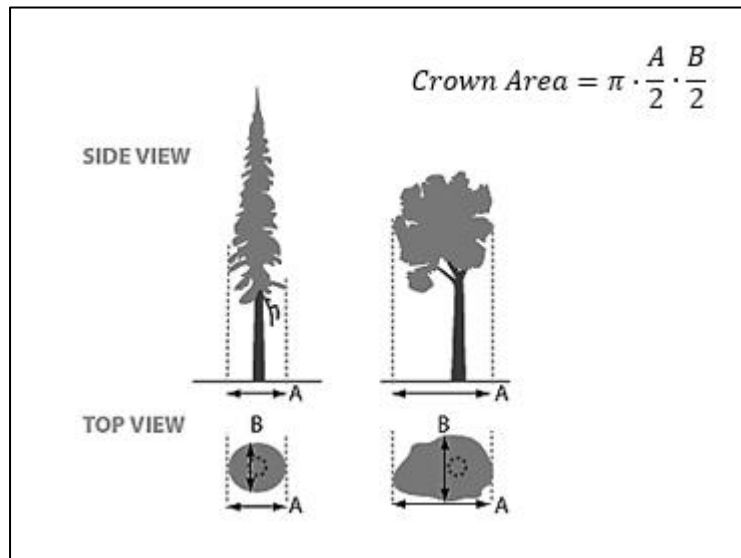
“Consolidated Fee Schedule” is the schedule of City fees and charges adopted by City Council for the services provided by the City.

“Council of Tree and Landscape Appraisers (CTLA)” means the publishers of the Guide for Plant Appraisal.

“Crown” means area of the tree above the ground, measured in mass, volume, or area extending from the trunk and including the branches, stems, leaves, and reproductive structures.

“Crown Area” means the average area in square feet that the tree crown covers ([see](#) Figure 16.32.010-1).

Figure 16.32.010-1 – Measuring Crown Area



“Cutting” means the felling or removal of a tree, or any procedure that naturally results in the death or substantial destruction of a tree. Cutting does not include normal trimming or pruning but does include topping of trees.

“Damaged tree” means a tree that is damaged or knocked down to the extent that mortality or serious deterioration is likely to occur or partially pushed over so as to result in permanent lean or visible damage to the root system.

“DBH” means the diameter at breast height.

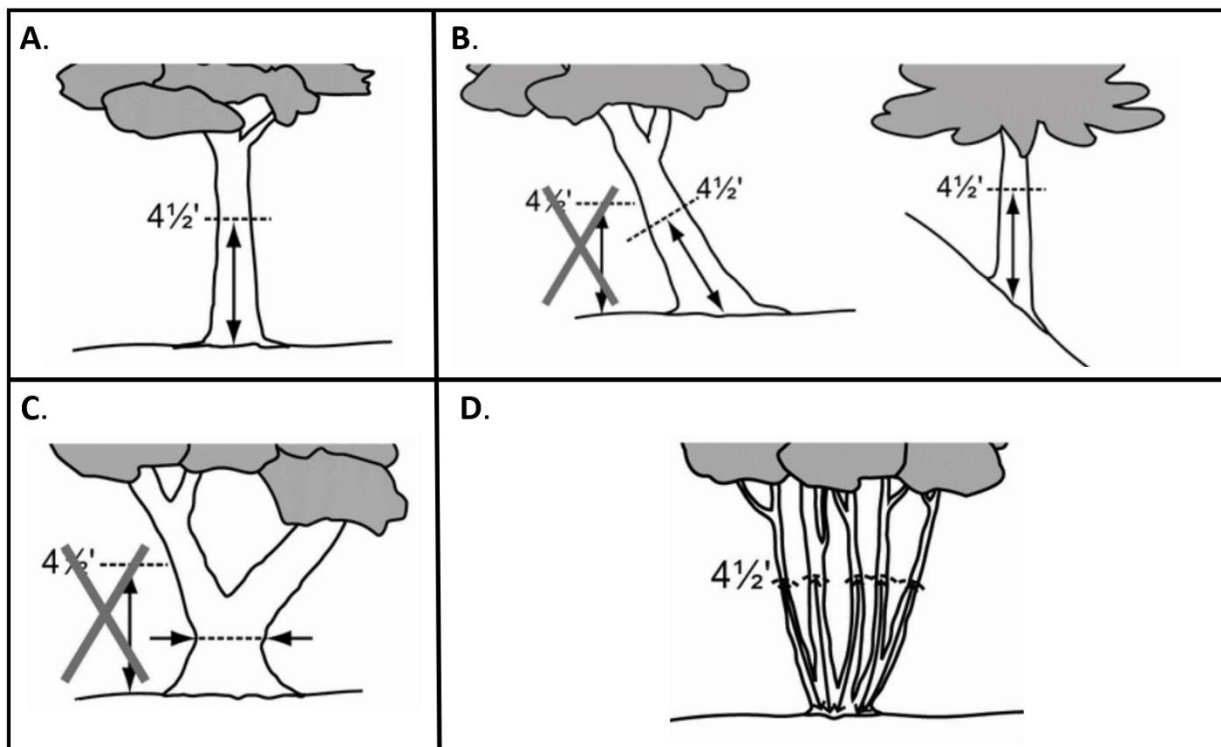
“Dead tree” means a tree that is dead or has been damaged beyond repair or where not enough live tissue, green leaves, limbs, or branches exist to sustain life.

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“Diameter at breast height” or “DBH” means the measurement of mature trees as measured at a height 4.5 feet above the mean ground level at the base of the tree (Figure 16.32.010-2A). The DBH may be determined by measuring the circumference of the tree trunk 4.5 feet above the mean ground level at the base of the tree and dividing by 3.14. Trees existing on slopes are measured at the lowest point of ground at the base of the tree (Figure 16.32.010 – 2B). When the trunk branches or splits less than 4.5 feet from the ground, measure the smallest circumference below the lowest branch and divide by 3.14 (Figure 16.32.010 – 2C). For multi-stemmed trees, the size is determined by measuring all the trunks, and then adding the total diameter of the largest trunk to one-half the diameter of each additional trunk. A multi-stemmed tree has trunks that are connected above the ground and does not include individual trees growing close together or from a common root stock that do not have trunks connected above the ground (see Figure 16.32.010-2D).

Figure 16.32.010-2 – Measuring Diameter at Breast Height



“Drip line” means the perimeter measured on the ground at the outermost crown by drawing an imaginary vertical line from the circumference of the crown, straight down to the ground below.

“Dying tree” means a tree that is diseased, infested by insects, deteriorating, or rotting, as determined by a professional certified in the appropriate field, and that cannot be saved by reasonable treatment or pruning, or a tree that must be removed to prevent the spread of infestation or disease to other trees.

“Hazardous tree” means a tree or tree part the condition or location of which presents a public safety hazard or an imminent danger of property damage as determined by

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Suggested Revisions Winter 2024

an ISA Qualified Tree Risk Assessor, and such hazard or danger cannot reasonably be alleviated by treatment or pruning.

“Healthy tree” means a tree that is rated by a professional with expertise in the field of forestry or arboriculture as being in fair or better condition using ISA Best Management Practices.

“Invasive species” means a tree, shrub, or other woody vegetation that is on the Oregon State Noxious Weed List or listed on the ~~City of~~ Milwaukie Invasive Tree List in the Public Works Standards.

“ISA” means the International Society of Arboriculture.

“ISA Best Management Practices” means the guidelines established by ISA for arboricultural practices for use by arborists, tree workers, and the people who employ their services.

“Major tree pruning” means ~~the trimming or~~ removal of ~~ever twenty percent (20%) or more~~ of the live crown, or removal of or injury to ~~roots within a radial distance from the tree of six times the tree's DBH over 15% of the root system~~ during any 12-month period.

~~“Master Fee Schedule” is the schedule of City fees and charges adopted by City Council for the services provided by the City.~~

“Minor tree pruning” means the trimming or removal of less than twenty percent (20%) of ~~any part of~~ the live crown, or removal of or injury to roots beyond a radial distance from the tree of six times the tree's DBH less than 15% of the root system during a 12-month period.

“NDA” means Neighborhood District Association.

“Noxious weed” means a terrestrial, aquatic, or marine plant designated by the State Weed Board under ORS 569.615.

“Owner” means any person who owns land, or a lessee, agent, employee, or other person acting on behalf of the owner with the owner's written consent.

“Park tree” means a tree, shrub, or other woody vegetation within a City park.

“Person” means any natural person, firm, partnership, association, social or fraternal organization, corporation, estate, trust, receiver, syndicate, branch of government, or any other group or combination acting as a unit.

“Public agency” means any public agency or public utility as defined in ORS 757.005, or a drainage district organized under ORS Chapter 547.

“Public tree” means a tree, shrub, or other woody vegetation on land owned or maintained by the City, but does not include a tree, shrub, or other woody vegetation in the right-of-way.

“Private tree” means a tree, shrub, or other woody vegetation on land not owned or maintained by the City and the trunk of the tree does not cross a public right-of-way line.

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“Right-of-way” means an area that allows for the passage of people or goods. Right-of-way includes passageways such as freeways, pedestrian connections, alleys, and all streets. A right-of-way may be dedicated or deeded to the public for public use and under the control of a public agency, or it may be privately owned. A right-of-way that is not dedicated or deeded to the public is usually in a tract or easement.

“Shrub” means any plant with multiple woody stems that does not have a defined crown and does not grow taller than a height of 16 feet.

“Street tree” means a tree, shrub, or other woody vegetation on land within the right-of-way. When any portion of the trunk of a tree crosses a public right-of-way line at ground level, it is considered a street tree.

“Street Tree List” is the list of tree and shrub species approved by the City for planting within the right-of-way.

~~“Topping” means a pruning technique that cuts branches and/or the main stem of a tree to reduce its height or width.~~

“Topping” means the inappropriate pruning practice used to reduce tree height by cutting to a predetermined crown limit without regard to tree health or structural integrity. Topping does not include acceptable pruning practices as described in the American National Standards Institute (ANSI) "A-300 Pruning Standards" and companion "Best Management Practices for Tree Pruning" published by the International Society of Arboriculture, such as crown reduction, utility pruning, or crown cleaning to remove a safety hazard, dead or diseased material. Topping is considered "tree removal".

“Tree” means any living woody plant characterized by one main stem or trunk and many branches, or a multi-stemmed trunk system with a defined crown, that will obtain a height of at least 16 feet at maturity.

“Tree Board” means the city of Milwaukie Tree Board.

“Tree ~~C~~anopy” means the aggregate or collective tree crowns.

“Tree Fund” means the Tree Fund as created by this chapter.

“Tree removal” means the cutting or removal of fifty percent (50%) or more of the crown, trunk, or root system of a plant, the uprooting or severing of the main trunk of the tree, or any act that causes, or may reasonably be expected to cause the tree to die as determined by an ISA Certified Arborist

“Urban forest” means the trees that exist within the City.

“Urban Forester” means the Urban Forester of the City of Milwaukie, or designee.

“Urban Forest Management Plan” is the management plan adopted by City Council for the management of the City's urban forest.

“Utility” is a public utility, business, or organization that supplies energy, gas, heat, steam, water, communications, or other services through or associated with telephone lines, cable service, and other telecommunication technologies, sewage disposal and treatment, and other operations for public service.

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16.32.01~~24~~ ADMINISTRATION

A. City Manager

1. The City Manager is authorized to administer and enforce the provisions of this chapter.
2. The City Manager is authorized to adopt procedures and forms to implement the provisions of this chapter.
3. The City Manager may delegate as needed any authority granted by this chapter to a designee as deemed appropriate by the City Manager.

B. City Authority

The City has the ultimate authority to:

1. Interpret the provisions of Chapter 16.32 and determine whether code criteria have been met.
2. Establish conditions of permit and land use approval to ensure Chapter 16.32 is properly implemented.
3. Create rules and procedures as needed to implement Chapter 16.32. ~~Rules and procedures may include but are not limited to:~~
 - a. City of Milwaukie tree lists;
 - b. Tree protection standards, specifications, and procedures;
 - c. Tree planting standards, specifications, and procedures;
 - d. Tree establishment and maintenance standards, specifications, and procedures;
 - e. Performance bonding, letters of credit, and cash assurances to help ensure proper tree protection, planting, and establishment;
 - f. Tree protection inspections and oversight;
 - g. Soil protection inspections and oversight;
 - h. Performance path tree protection standards and specifications;
 - i. Performance path soil volume standards and specifications; ~~and~~
 - j. Fees for permit applications, reviews, mitigation, inspections, and violations.

~~16.32.015 CREATION AND ESTABLISHMENT OF THE TREE BOARD~~

~~A. Tree Board Composition~~

~~The Tree Board will consist of seven members, at least five of which must be residents of the City, one must be an ISA Certified Arborist, and all seven must be appointed by the Mayor with approval of the City Council.~~

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~~B. Term of Office~~

~~The term of the seven persons appointed by the Mayor will be three years except that the term of two of the members appointed to the initial Tree Board will serve a term of only one year, and two members of the initial Tree Board will be for two years. In the event that a vacancy occurs during the term of any member, their successor will be appointed for the unexpired portion of the term. Tree Board members will be limited to serving three consecutive terms.~~

~~C. Compensation~~

~~Members of the Tree Board will serve without compensation.~~

~~D. Duties and Responsibilities~~

~~The Tree Board will serve in an advisory capacity to the City Council. Its responsibilities include the following:~~

- ~~1. Study, investigate, develop, update, and help administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of the Urban Forest. The plan will be presented to the City Council for approval every five years and will constitute the official Urban Forestry Management Plan for the City;~~
- ~~2. Provide advice to City Council on policy and regulatory issues involving trees, including climate adaptation and mitigation efforts;~~
- ~~3. Provide outreach and education to the community on tree-related issues and concerns;~~
- ~~4. Organize and facilitate the City's tree planting events and other public events involving trees and Urban Forestry education;~~
- ~~5. Assist City staff in preparing recommendations regarding the application, membership, and ongoing participation by the City in the Tree City USA Program;~~
- ~~6. Provide leadership in planning the City's Arbor Day/Week proclamation and celebration; and~~
- ~~7. Provide recommendations to City Council on the allocation of funds from the Tree Fund.~~

~~The Tree Board, when requested by the City Council, will consider, investigate, make findings, report, and make recommendations on any special matter or question coming within the scope of its work.~~

~~E. Operation~~

~~The Tree Board will choose its own officers, make its own rules and regulations, and keep minutes of its proceedings. A majority of the members will constitute a quorum necessary for the transaction of business.~~

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16.32.01~~46~~ CREATION OF A TREE FUND

A. Establishment

A City Tree Fund is hereby established for the collection of any funds used for the purpose and intent set forth by this chapter.

B. Funding Sources

The following funding sources may be allocated to the Tree Fund:

1. Tree permit revenue;
2. Payments received in lieu of required and/or supplemental plantings;
3. Civil penalties collected pursuant to this chapter;
4. Agreed-upon restoration payments or settlements in lieu of penalties;
5. Sale of trees or wood from City property;
6. Donations and grants for tree purposes;
7. Sale of seedlings by the City; and
8. Other monies allocated by City Council.

C. Funding Purposes

The Tree Board will provide recommendations to the City Council during each budget cycle for how the fund will be allocated. The City will use the Tree Fund for the following purposes:

1. Expanding, maintaining, and preserving the urban forest within the City;
2. Planting and maintaining trees within the City;
3. Establishing a public tree nursery;
4. Supporting public education related to urban forestry;
5. Assessing urban forest canopy coverage; or
6. Any other purpose related to trees, woodland protection, and enhancement as determined by the City Council.

Article II Street Trees and Public Trees

16.32.02~~2017~~ PLANTING STREET TREES AND PUBLIC TREES ~~PLANTING ON LAND OWNED OR MAINTAINED BY THE CITY AND WITHIN THE PUBLIC RIGHT-OF-WAY~~

A. Species

Any street tree or public tree, ~~shrub, or other woody vegetation to be planted on land owned or maintained by the City or within the public right-of-way~~ must be a species listed on the Street Tree List unless otherwise approved by the Urban Forester.

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B. Spacing, size, and placement

The spacing, size, and placement of street trees and public trees, ~~shrubs, and other woody vegetation~~—must be in accordance with a permit issued by the City under this section. The City may approve special plantings designed or approved by a landscape architect, or for ecological restoration projects where trees are likely to be planted at a much higher density to mimic natural conditions in forest regeneration and account for expected mortality.

C. Permit

No person may plant a street tree without first obtaining a permit from the City. A permit application must be submitted in writing or electronically on a form provided by the City. This permit is at no cost.

~~16.32.018 STREET AND PUBLIC TREE CARE~~

~~The City will have the right to plant, prune, maintain and remove trees, shrubs, and other woody vegetation on land owned or maintained by the City and within the right-of-way as may be necessary to ensure public safety or that poses a risk to sewers, electric power lines, gas lines, water lines, or other public improvements, or is infested with any injurious fungus, insect, or other pest as determined by the Urban Forester. Unless otherwise exempted in this chapter, the City must obtain a permit for any activities performed under this section.~~

~~16.32.019 TREE TOPPING~~

~~No person will top any street tree, park tree, or other tree on public property. Trees severely damaged by storms or other causes, or trees existing under utility wires or other obstructions where other pruning practices are impractical, may be exempted from this section at the determination of the Urban Forester. Topping a public tree is considered 'Tree Removal'.~~

~~16.32.020 PRUNING, CORNER CLEARANCE~~

~~Subject to enforcement under Section 12.12.010, any tree, shrub, or other woody vegetation overhanging any street or right of way within the City must be maintained by the owner to ensure that no vegetation obstructs the right of way.~~

~~16.32.021 DEAD OR DISEASED TREE REMOVAL ON PRIVATE LAND~~

~~The City may require the removal of any tree, shrub, or other woody vegetation that is dead, diseased, or infested and that poses a significant risk to the public or the urban forest as determined by the Urban Forester. The City or its agents will notify the owners of such trees in writing.~~

~~Removal under this section must be completed within the time period specified in the written notice unless extended in writing by the Urban Forester. The owner must notify the City in writing when the required removal has been completed. If the owner does~~

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~~not remove the dead, diseased, or infested vegetation within the time period specified in the notice or extension granted in writing by the Urban Forester, the City will have the right to remove the dead, diseased, or infested vegetation and charge the cost of removal to the owner pursuant to MMC Chapter 8.04. In cases where the owner demonstrates extreme financial hardship, the City Manager may grant a cost waiver in accordance with Section 16.32.038.~~

16.32.022 REMOVAL OF STUMPS

~~All stumps of street trees must be removed by the adjacent property owner below the surface of the ground so that the top of the stump does not project above the surface of the ground.~~

16.32.024 ARBORISTS LICENSE

~~All businesses doing arboricultural work within the City must have paid the Milwaukie business tax or have a current business license with the Metropolitan Service District. A Certified Arborist must be on-site for the duration of any arboricultural work being performed on a public tree or street tree and is responsible for certifying that all arboricultural work is performed in accordance with ISA Best Management Practices.~~

16.32.026 PERMIT FOR MAJOR PRUNING OR REMOVAL OF STREET TREES GRAND PUBLIC TREES ON LAND OWNED OR MAINTAINED BY THE CITY

A. Applicability

1. No person will perform major tree pruning or remove any street tree or public tree ~~in a public right-of-way or on public land~~, without first obtaining a permit issued by the City.
 - a. For public trees, only the City, a public agency charged with maintaining the property, or a utility may submit a permit application.
 - b. For street trees, the applicant must be the City, the owner of the adjacent property, or be authorized in writing by the owner of the adjacent property, where the tree will be pruned or removed.
 - ~~c. No person can remove a street tree without first obtaining a permit from the City. Permit approval may be conditioned upon either replacement of the street tree with a tree listed on the Street Tree List or a requirement to pay to the City a fee as provided in the master fee schedule Consolidated Fee Schedule.~~
2. For public trees on land owned or maintained by the City, this chapter will be applied in conjunction with any applicable standards in Title 19 Zoning.

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B. Permit Review Process

1. Application

A permit application must be submitted in writing or electronically on a form provided by the City and be accompanied by the correct fee as established in the ~~Master Fee Schedule~~Consolidated Fee Schedule.

2. Public Notice and Permit Meeting

Upon the filing of a permit application, the applicant must post notice, unless otherwise exempted in Section 16.32.030, of the major pruning or tree removal permit application on the property in a location that is clearly visible from the public right-of-way. The applicant must mark each street tree or public tree, shrub, or other woody vegetation proposed for major pruning or removal by tying or attaching ~~orange~~ plastic tagging tape to the vegetation. -The City will provide the applicant with at least one sign containing adequate notice for posting, tagging tape, and instructions for posting the notice. The notice must state the date of posting and that a major pruning or tree removal permit application has been filed for the vegetation marked by ~~orange~~ plastic tagging tape. The notice must state that any person may request a meeting with the City within 14 days from the date of posting to raise questions or concerns about the proposed pruning or tree removal prior to issuance of the permit.

If a meeting is requested, it must be held within 14 days of the request. The City will consider all concerns raised at the meeting but will have final decision-making authority over issuance of the permit based on the criteria and approval standards set forth in ~~s~~Subsection 16.32.026.C ~~below~~.

3. Declaration

The applicant will file a declaration on a form provided by the City stating that notice has been posted and that the vegetation proposed for major pruning or removal has been marked.

Once a declaration is filed with the City, the City will provide notice of the application to the appropriate NDA.

~~4. Exemptions from Public Notice~~

~~The following street trees and public trees, shrubs, or other woody vegetation may be removed without public notice subject to the City's review of the application:~~

- ~~a. A tree, shrub, or other woody vegetation that is considered an unreasonable risk to the occupants of the property, the adjacent property, or the general public as determined by an ISA Certified Arborist in accordance with current ISA Tree Risk Assessment standards.~~
- ~~b. A tree, shrub, or other woody vegetation that is an invasive species and that is less than 8 inches in diameter at breast height.~~

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~~c. A street tree or public tree that is less than 2 inches in diameter at breast height.~~

C. Review Criteria and Approval Standards

The City may issue the permit, deny the permit, or ~~may~~ issue the permit subject to conditions of approval. The City's decision will be final and valid for a period of one year after issuance unless a different time period is specified in the permit. Nothing prevents an ~~applicant~~application from requesting an amendment to an unexpired permit if the conditions and circumstances have changed.

1. Review Criteria

The City will not permit the major pruning or removal of a healthy, functioning ~~s~~Street ~~T~~ree or ~~P~~Public ~~T~~ree without a demonstration by the applicant that extraordinary circumstances exist. Maintenance or the replacement of sidewalks or curbs, removal of tree litter, or other minor inconveniences do not constitute extraordinary circumstances. Decisions regarding major pruning or removal of healthy, functioning ~~s~~Street ~~T~~rees or ~~p~~Public ~~T~~rees are fact-specific and are made on a case-by-case basis by the Urban Forester. In determining whether extraordinary circumstances exist that warrant the major pruning or removal of a healthy tree, the Urban Forester will consider:

- a. Whether the species of tree is appropriate for its location;~~z~~
- b. Whether the species of tree is an invasive species;
- c. Whether the crown, stem, or root growth has developed in a manner that would prevent continued healthy growth or is negatively impacting other trees;
- d. Whether maintenance of the tree creates an unreasonable burden for the property owner; and
- e. Whether the major pruning or removal will have a negative impact on the neighborhood streetscape and any adopted historic or other applicable design guidelines or public utilities.

2. Approval Standards

A permit will be issued only if the following ~~criteria~~standards are met as determined by the Urban Forester:

- a. The proposed major pruning or tree removal will be performed according to current ISA Best Management Practices. ~~and a~~An ISA Certified Arborist will be on site for the duration of ~~any major pruning~~the tree work.
- b. The ~~tree, shrub, or other woody vegetation~~street tree or public tree proposed for major pruning or removal meets one or more of the following criteria:
 - (1) The ~~street tree or public tree~~ ~~tree, shrub, or other woody vegetation~~ is dead or dying and cannot be saved as determined by an ISA Certified Arborist in accordance with ISA standards.

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- (2) The ~~street tree or public tree tree, shrub, or other woody vegetation~~ is having an adverse effect on existing adjacent infrastructure that cannot be mitigated by pruning, reasonable alternative construction techniques, or accepted arboricultural practices.
 - (3) The ~~street tree or public tree tree, shrub, or other woody vegetation~~ has sustained physical damage that will cause the vegetation to die or enter an advanced state of decline. The City may require additional documentation from an ISA Certified Arborist to demonstrate that this criterion is met.
 - (4) The ~~street tree or public tree tree, shrub, or other woody vegetation~~ poses an unreasonable risk to the occupants of the property, the adjacent property, or the general public, as determined by an ISA Certified Arborist in accordance with current ISA Tree Risk Assessment standards.
 - (5) Major pruning or removal of the ~~street tree or public tree tree, shrub, or other woody vegetation~~ is necessary to accommodate improvements in the right-of-way or on City-owned land, and it is not practicable to modify the proposed improvements to avoid major pruning or removal.
 - (6) The ~~street tree or public tree tree, shrub, or other woody vegetation~~ is on the Oregon State Noxious Weed List.
 - (7) The ~~street tree or public tree tree, shrub, or other woody vegetation~~ is part of a stormwater management system and has grown too large to remain an effective part of the system.
- c. Any approval for the removal of a healthy ~~street tree or public tree tree, shrub, or other woody vegetation~~ must require the applicant to pay a fee as established in the ~~Master Fee Schedule~~Consolidated Fee Schedule.

D. Removal of Stumps

~~All stumps of street trees and public trees must be removed below the surface of the ground so that the top of the stump does not project above the surface of the ground, unless otherwise approved to remain by the City.~~

ED. Performance of Permitted Work

1. All work performed pursuant to a permit issued by the Urban Forester must be completed within the time period specified in the permit unless a different time period is authorized in writing by the Urban Forester.
2. ~~An ISA Certified Arborist must be on site for the duration of any major pruning permit being performed on a public tree or street tree and is responsible for certifying that all arboricultural work is performed in accordance with ISA Best Management Practices.~~

EF. Replanting

The City will require replanting as a condition of permit approval for the major pruning or removal of a street tree or public tree.

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1. The replanted tree must be a species included on the Street Tree List unless otherwise approved by the Urban Forester.
2. The City will consider alternative planting locations for street trees when replanting at the location of removal conflicts with surrounding infrastructure and the interference would impair the replanted tree.
 - a. For street trees, replanted trees must be planted within the right-of-way fronting the property for which the permit was issued or, subject to the approval of the Urban Forester and with permission in writing from the adjacent property owner, within the right-of-way fronting the adjacent property.
 - ~~b. In lieu of replanting and subject to approval of the Urban Forester, the City can require the owner to pay a fee as established in the Master Fee Schedule~~Consolidated Fee Schedule.
 - be. For public trees, replanted trees must be planted on the land from which the tree was removed unless a different location is approved by the Urban Forester.
- ~~3. In lieu of replanting and subject to approval of the Urban Forester, the City can require the applicant to pay a fee as established in the Consolidated Fee Schedule.~~
- ~~34.~~ The optimal time of year for planting is from September through April. If planting is necessary in other months, the City may condition permit approval to require extra measures to ensure survival of the newly planted tree.

16.32.028 EMERGENCY REMOVAL PERMIT FOR OF HAZARDOUS TREES

If a street tree or public tree is determined to be a hazardous tree by the Urban Forester, the City may issue an emergency removal permit. The removal must be in accordance with ISA Best Management Practices and be undertaken with the minimum necessary disturbance to eliminate the imminent danger.

~~16.32.028 PROGRAMMATIC PERMITS~~

~~Programmatic permits may be issued by the Urban Forester for routine public facility or utility operation, planned repair and replacement, and on-going maintenance programs on street trees, public trees, and private trees, public properties and rights-of-way. The purpose of a programmatic permit is to eliminate the need for individual permits for tree removal, pruning, or for ongoing activities that cover a wide geographic area and may include the pruning or removal of numerous street trees, public trees, and private trees; public and street trees. Programmatic permits are evaluated to prevent cumulative adverse impacts to the urban forest and ensure that any permitted activities meet the goals and objectives of the Urban Forest Management Plan.~~

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~~A. Application Requirements~~

~~Applications for programmatic permits must be submitted in writing or electronically on forms provided by the City and be accompanied by the correct fee.~~

~~B. Applicability~~

~~Programmatic permits may only be issued to a public agency or a utility as defined in this chapter.~~

~~C. Completeness~~

~~1. If the Urban Forester determines an application is incomplete, the Urban Forester will provide written notice to the applicant that describes the additional information needed.~~

~~2. The applicant must submit the additional information within 30 days from the date of the notice unless extended in writing by the Urban Forester.~~

~~3. If the applicant does not furnish the additional information within 30 days from the date of the notice or any extension granted in writing by the Urban Forester, the application will be denied.~~

~~D. Notice of Complete Application~~

~~When the Urban Forester determines that the application is complete, the Urban Forester must provide written notice that the application is complete to the applicant and the Tree Board. The notice must provide instructions for how to obtain additional information about the application, comment on the application, and request notification of the Urban Forester's decision.~~

~~E. Review Criteria~~

~~The Urban Forester may approve a programmatic permit upon a determination that the following criteria are satisfied or will be satisfied with conditions:~~

~~1. The proposed activity will result in a net gain to the urban forest functions and benefits described in the purpose statement in [Section 16.32.005](#) considering the applicant's proposed performance measures, proposed tree planting, and other activities proposed to improve the overall health of the urban forest.~~

~~2. The applicant's proposed outreach and notification program provides adequate notice to residents, businesses, and the City prior to performing work authorized under the programmatic permit.~~

~~F. Decision~~

~~The Urban Forester must issue the permit, issue the permit with conditions of approval, or deny the permit, or may issue the permit subject to conditions of approval within 120 days of determining the application is complete. The Urban Forester's decision will be final and, if approved, the permit will be valid for a period of up to two years. Nothing prevents an applicant from requesting an amendment to an unexpired permit if the conditions and circumstances have changed. The Urban Forester's decision will be based on an evaluation of the application against the applicable review criteria in [Subsection 16.32.028.E](#).~~

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~~G.~~ Permit

~~Approved permits must include the following required information. The Urban Forester may modify the permit at any time to respond to any questions, changes in regulations, or previously unforeseen issues, provided the applicant is notified in writing.~~

~~1.~~ Duration

~~The Urban Forester may approve a programmatic permit for a period of up to 2 years;~~

~~2.~~ Geographic area covered by the permit;

~~3. Permitted activities and any restrictions on the method, number, type, location, or timing of activities;~~

~~4. Procedures and thresholds for providing notice to residents, businesses, and the City impacted by the performance of work under the permit;~~

~~5.~~ Monitoring, Performance Tracking, and Reporting Requirements

~~The Urban Forester may prescribe rules or procedures that specify the manner in which such tracking and reporting occur; and~~

~~6.~~ Traffic control requirements.

~~7.~~ Annual Report

~~On the anniversary of permit issuance, the applicant must submit an annual report on a form supplied by the City detailing any work performed under the permit and any work scheduled to be performed.~~

~~8.~~ Tree Size Limits

~~a. The programmatic permit will not allow the removal of trees 6 or more inches in diameter at breast height, except as provided in this section.~~

~~b. If an applicant requests removal of a healthy tree 6 or more inches in diameter at breast height at time of application or during the period in which the programmatic permit is in effect, an opportunity for public comment will be provided in accordance with Subsection 16.32.026 B.2~~

~~c. For any request, the Urban Forester may further limit allowed tree removal in order to meet the review criteria in Subsection 16.32.028.E.~~

~~9.~~ Tree Work

~~All work performed under a programmatic permit must be performed in accordance with ISA arboricultural practices.~~

~~H.~~ Revocation

~~The Urban Forester may revoke a programmatic permit upon a determination that the applicant is not adhering to the terms of the permit or is acting beyond the activities authorized by permit.~~

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16.32.030 ~~PERMIT AND FEE EXEMPTIONS ON LAND OWNED OR MAINTAINED BY THE CITY AND WITHIN THE PUBLIC RIGHT-OF-WAY~~

~~A. Hazardous Tree~~

~~If a tree on public properties and rights-of-way is determined to be a hazardous tree by the Urban Forester, the City may issue an emergency removal permit. The removal must be in accordance with ISA best management practices, and be undertaken with the minimum necessary disturbance to eliminate the imminent danger.~~

~~B. The following exemptions apply:~~

A. Permit Exemptions

1. Maintenance

~~A permit for a trees on public properties and rights-of-way street tree or public tree is not required for regular maintenance or minor tree pruning that ~~does not require removal of overis less than~~ twenty percent (20%) of the crown, ~~tree topping,~~ or disturbance of roots within a radial distance from the tree of six times the tree's DBH ~~more than 10% of the root system~~ during any 12-month period.~~

2. Removal

~~A permit for a street or public tree is not required when it is on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List and less than 2 inches DBH.~~

B. Public Notice Exemptions

~~The following street trees and public trees may be removed without public notice subject to the City's review of the application:~~

1. A street tree or public tree that is dead or infested.
2. A street tree or public tree that is on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List.
3. A street tree or public tree that is considered an unreasonable risk to the occupants of the property, the adjacent property, or the general public as determined by an ISA Certified Arborist in accordance with current ISA Tree Risk Assessment standards.
4. A street tree or public tree that is less than 2 inches DBH.

C. Removal Fee Exemptions

~~A permit for any of the following tree removal situations will not be subject to a removal fee:~~

~~C.1. Public Infrastructure Improvements~~

~~Any tree on land owned or maintained by the City and requires removal or pruning to accommodate a city public infrastructure improvement project will require a permit and must meet replanting requirements imposed by this chapter. The removal of a street tree or public tree during a city public infrastructure improvement project ~~if~~ it is demonstrated that tree planting,~~

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establishment, and tree care-related project costs exceed the tree removal fee costs, ~~the permit will not be subject to a removal fee.~~

D. 2. Private Utility Services and Dwelling Units

A street tree or public tree that the Urban Forester determines to have an adverse effect on adjacent private utility services.

3. Hazard to Dwelling Units

~~If the Urban Forester determines that a tree, shrub, or other woody vegetation proposed for removal on public properties and rights-of-way has an adverse effect on adjacent private utility services or~~ A street tree or public tree that the Urban Forester determines to threatens the structural integrity of a dwelling unit in a manner that cannot be mitigated by pruning, reasonable alternative construction techniques, or accepted arboricultural practices, ~~the permit will not be subject to a removal fee.~~

4. Noxious or Invasive Trees

A street tree or public tree that is on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List and is 2 inches DBH or greater.

D. Topping Exemptions

Topping of a street tree or public tree may be exempted only if a determination has been made by the Urban Forester for these instances:

1. Trees severely damaged by storms or other causes, or
2. Trees existing under utility wires or other obstructions where other pruning practices are impractical.

E. Replanting Exemptions

The replanting requirement in Subsection 16.32.026.F is not required applicable when the permitted tree that was removed was any of the following:

1. A species on the Oregon State Noxious Weeds List.
2. A dead tree.
3. A hazardous tree.
4. A diseased tree.

16.32.0382 LOW INCOME ASSISTANCE

To the extent that City funds are available, the City Manager may grant a property owner an exemption or a reduction in permit fees, removal fees, replanting fees and/or may provide assistance in removing a dead or diseased street tree ~~within in the right of way and in~~ residential zones. Eligibility and extent of assistance will be based on a percentage of the property owner's median household income for the Portland-

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Vancouver-Hillsboro, OR-WA Metropolitan Statistical Area. A schedule of different fee reductions and exemptions will be determined by the City Manager.

~~16.32.040 PENALTY~~

~~A person who removes a street tree or public tree without first obtaining the necessary permit from the City, removes a tree in violation of an approved permit, or violates a condition of an approved permit must pay a fine in an amount established in the Master Fee Schedule.~~

Article III Private Trees in Residential Zones

16.32.042 TREE PRESERVATION AND PLANTING WITH DEVELOPMENT IN RESIDENTIAL ZONES

A. Applicability

The tree preservation and planting standards in this subsection apply in residential zones to the ~~following types of development in residential zones:~~

- ~~1. Land Divisions.~~
- ~~2. Construction of a new residential dwelling unit(s) that results in an increase of building footprint.~~
- ~~3. Construction of a new residential dwelling unit that does not result in an increase of building footprint. For applications meeting this criteria, only Subsections 16.32.042.F, 16.32.042.H and 16.32.042.J will apply.~~

B. ~~Clear and Objective~~ Tree Preservation Standards

- ~~1. Healthy T~~rees are required to be preserved except when their removal is required for construction, demolition, grading, utilities, and other development impacts.
- ~~2. Not more than 25% of~~Tree removal is not allowed to reduce the on-site existing healthy private tree canopy ~~may be removed below the overall 40% site canopy coverage standard~~thirty percent (30%) unless mitigation is provided according to Subsection 16.32.042.~~ED~~.

~~Tree species on the Oregon Noxious Weed List or Milwaukie Invasive Tree List are not to be included in the total canopy coverage calculations. Public right-of-way is not considered part of the development site for the purposes of these calculations.~~

- ~~3.~~ Trees listed on the City of Milwaukie Rare or Threatened Tree List must be prioritized for preservation; if removed, healthy trees from this list ~~and~~ will incur an additional fee ~~if removed~~ as listed on the Master Fee Schedule Consolidated Fee Schedule. ~~When the trunk of a tree crosses a property line at ground level it is considered an onsite tree for the purposes of these tree preservation standards.~~
- ~~4. Non-healthy trees and trees species on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List are not required to be preserved in conjunction with applicable development as established in Subsection 16.32.042.A.~~

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~~Healthy trees with DBH of 12" or greater may receive additional canopy credits for existing tree crown area to be factored into preservation calculations as defined in the Master Fee Schedule.~~

C. ~~Clear and Objective~~ Tree Planting Standards

~~40% canopy coverage is the standard site canopy coverage for residential developed lots.~~

~~1. In addition to including the preservation of on-site healthy trees, at least forty percent (40%) tree canopy is required for a development site from existing trees or new tree plantings unless mitigation is provided according to Subsection 16.32.042. ED. Public right-of-way will be considered off-site for the purpose of these planting standard calculations. Tree species on the Oregon Noxious Weed List or Milwaukie Invasive Tree List are not to be included in the total canopy coverage calculations.~~

~~2. The minimum size of newly planted trees is 1.5-inch caliper for broadleaf trees and 5-foot tall for conifers unless otherwise approved by the Urban Forester. Nursery stock Newly planted trees must be in good health with the size and quality consistent with ISA Best Management Practices and ANSI Z60.1 standards.~~

~~3. The species selection and spacing of trees to be planted must be such that it provides for the eventual mature size of the trees. Soil type, soil conditions and other site constraints must be considered when selecting species for planting.~~

~~4. Root barriers must be installed according to the manufacturer's specifications when a tree is planted within 5 feet of pavement or an underground utility box unless otherwise approved by the Urban Forester.~~

~~5. Where there are overhead high voltage utility lines, the tree species selected must be of a type that, at full maturity, will not require pruning to avoid interference with the lines.~~

D. Tree Canopy Calculations and Credits

The following ~~situations is~~are eligible for credit towards tree canopy requirements when ~~trees are~~ planted or preserved in accordance with ~~applicable~~ City of Milwaukie standards:

Table 16.32.042.C.1 Tree Planting Standards		
Tree Location	Existing Trees	Newly Planted Trees
On-Site Trees (Trees located within the tax lot)	100% of the existing or future mature crown area, whichever is greater *Significant tree credit for large DBH trees – see Master Fee Schedule*	75% of the future mature crown area

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Off-Site Trees (Street trees within the adjacent ROW)	50% of the existing or future mature crown area, whichever is greater	50% of the future mature crown area
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- ~~1. 75% of the mature crown area of planted on-site trees.~~
- ~~2. 50% of the mature crown area of planted street trees in the public right-of-way directly abutting the development site.~~

31. On-Site Trees

a3. One hundred percent (100%) of the existing crown area or mature crown area of on-site healthy private trees that are preserved, whichever is greater.

(1) In cases where a portion of the crown area of an on-site healthy private trees extends off site, the entire crown area is eligible for credit towards the tree canopy requirements.

(2) In cases where a portion of the crown area of an off-site private trees extends on site, the crown area is not eligible for credit towards the tree canopy requirements.

(3) Healthy on-site trees with DBH of 12 inches or greater may receive additional canopy credits for existing or future mature crown area to be factored into preservation calculations as defined in the Master Fee Schedule Consolidated Fee Schedule.

b. Seventy-five percent (75%) of the future mature crown area of planted on-site private trees.

~~4. 50% of the existing crown area of street trees that are preserved in the public right of way directly abutting the development site.~~

~~When the trunk of a tree crosses a property line at ground level it is considered an on-site tree except when the trunk crosses a public right-of-way line at ground level, it is considered a street tree for the purposes of these tree planting standards.~~

2. Street Trees

a4. Fifty percent (50%) of the existing crown area of street trees that are preserved in the public right-of-way directly abutting the development site.

b. Fifty percent (50%) of the mature crown area of newly planted street trees in the public right-of-way directly abutting the development site.

3. Interpretations

a. When the trunk of a tree crosses a property line at ground level it is considered an on-site tree; except that when the trunk crosses a public right-of-way line at ground level, it is considered a street tree for the purposes of these tree planting standards.

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- b. Public right-of-way will be considered off-site for the purposes of these planting standard calculations.
- c. Tree species on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List are not to be included in the total canopy calculations.
- d. The Milwaukie Mature Tree Crown Area Reference List is the primary resource for determining the estimated tree canopy area for various species.

Table 16.32.042.D summarizes the credits eligible for the tree canopy requirements of Section 16.32.042.

Table 16.32.042.D Eligible Credits for Tree Canopy Requirements		
Tree Location	Existing <u>Preserved</u> Trees	Newly Planted Trees
On-Site Trees (Trees located within the tax lot)	100% of the existing or future mature crown area, whichever is greater ¹ <i>*Significant tree credit for large DBH trees—see Master Fee Schedule*</i>	75% of the future mature crown area
<u>Off-Site</u> Street Trees (Street trees within the adjacent ROW)	50% of the existing or future mature crown area, whichever is greater	50% of the future mature crown area

¹ Healthy on-site trees with DBH of 12 inches or greater may receive additional canopy credits for existing or future mature crown area—see Consolidated Fee Schedule.

ED. Mitigation ~~Standards~~ Fees

If the tree preservation and/or tree planting standards are not met, mitigation fees must be provided to the Tree Fund as follows:

1. The fee in lieu of preservation standard in the ~~Master Fee Schedule~~ Consolidated Fee Schedule, based on the percentage of removed canopy coverage below the thirty percent (30%) minimum tree canopy preservation standard ~~as defined established~~ in Subsection 16.32.042.B.
2. The fee in lieu of planting standard in the ~~Master Fee Schedule~~ Consolidated Fee Schedule, based on the square footage of tree ~~crown area~~ canopy that would be required to meet the forty percent (40%) tree planting standard established in Subsection 16.32.042.C.

FE. Variance Procedure

~~1.~~ An applicant may apply for a variance to the tree preservation and/or tree planting standards. An application for a variance will be heard and decided by the Planning Commission in accordance with the provisions of Section 19.1006 (Type III review) according to Section 19.911. In addition to meeting the Type III variance approval criteria established in Subsection 19.911.4.B, ~~the~~ applicant is required to

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demonstrate that equivalent or greater environmental benefits are provided as preserving or planting the required tree ~~canopy~~.

Examples of activities that may justify a variance include but are not limited to:

- ~~e~~1. Use of techniques that minimize hydrological impacts beyond regulatory requirements (examples include porous pavement, green roofs, infiltration planters/rain gardens, flow through planters, LIDA (low impact development approach) swales, vegetated filter strips, vegetated swales, extended dry basins, and constructed water quality wetlands).
- ~~b~~2. Use of techniques that minimize reliance on fossil fuels and production of greenhouse gases beyond regulatory requirements through the use of energy efficient building technologies, on-site energy production technologies, and green buildings standards (Section 19.510).
- ~~e~~3. Use of techniques that preserve and enhance wildlife habitat beyond regulatory requirements, including, but not limited to, the use of native plant species in landscape design, ~~removal of invasive plant species, and~~ restoration of native habitat and preservation of habitat through the use of conservation easements or other protective instruments.
- ~~e~~4. Use of techniques that preserve open space for sustainable urban agriculture through the use of conservation easements or other protective instruments at sites that are not compatible with tree canopy preservation or planting.

~~G~~F. Tree Protection Standards

Trees to be retained must be protected from development impacts according to the standards in this subsection to be eligible for tree preservation and tree canopy credit. ~~For applications meeting criteria as outlined in Subsections 16.32.042.A.1 and 16.32.042.A.2, a~~ A tree protection plan prepared by an ISA ~~e~~Certified ~~a~~Arborist that demonstrates adequate protection of the trees to be preserved is required. The tree protection plan must be ~~as~~ approved by the Urban Forester ~~is required~~. Tree protection methods and specifications must be consistent with ISA ~~b~~Best ~~m~~Management ~~p~~Practices using either the ~~following~~ prescriptive path or performance path tree protection methods as described below:

1. Prescriptive Path for Tree Protection:

a. ~~Establish a r~~Root protection zone:

- (1) For on-site trees and off-site trees with root protection zones that extend into the site, ~~provide~~ a minimum ~~of one~~1-foot radius (measured horizontally away from the center of the tree trunk) for each inch of trunk diameter at breast height. Root protection zones for off-site trees may be estimated.
- (2) For street trees, ~~the~~ Urban Forester ~~may will~~ prescribe ~~greater or lesser protection than the~~ required root protection for on-site and off-site trees.

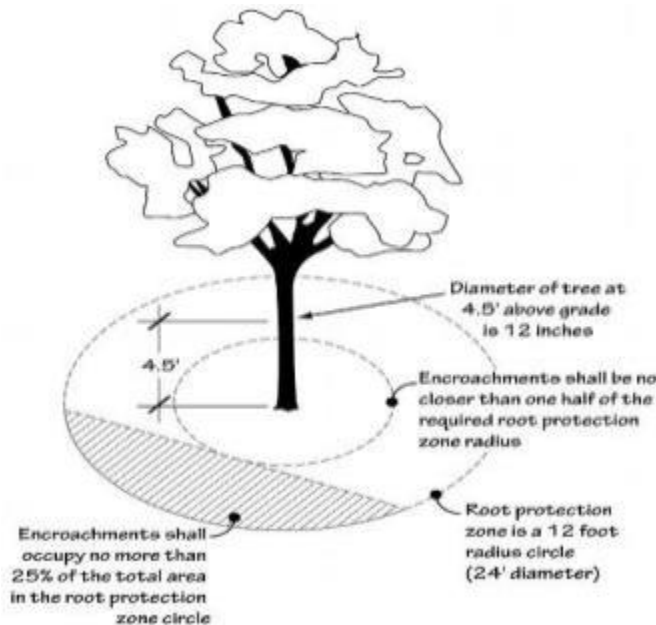
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b. Encroachments into a root protection zone

- (3) Existing encroachments into the root protection zone, including structures, paved surfaces and utilities, may remain.
- (2) New encroachments into the root protection zone are allowed provided:
 - (a) The area of all new encroachments is less than twenty-five percent (25%) of the remaining root protection zone area when existing encroachments are subtracted; and
 - (b) No new encroachment is closer than 1/2 half the required radius distance from the trunk (see Figure 16.32.042.FG.1.b).
- (3) Installation of landscaping is not an encroachment.
- (4) Any in-ground irrigation systems are considered encroachments.

Figure 16.32.042.FG.1.b
Example of Permissible RPZ Encroachments



cb. Protection fencing:

- (1) Protection fencing consisting of a minimum 4-foot-high metal chain link or no-climb horse fence, and secured with 6-foot metal posts must be established at the edge perimeter of the root protection zone and permissible encroachment area on the development site. Existing structures and/or existing secured fencing at least 3.5 feet tall can serve as the required protective fencing. Protection fencing (new or existing) must be sturdy, highly visible, and not easily movable.

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(2) When a root protection zone extends beyond the development site, protection fencing for private trees is not required to extend beyond the development site. Existing structures and/or existing secured fencing at least 3.5 feet tall can serve as the required protective fencing. If prescribed by the Urban Forester, protection fencing for street trees may extend beyond the development site.

(3) Protection fencing is required to be installed before any ground disturbing activities or construction begins, including clearing and grading, and must remain in place until final inspection.

~~e.(4)~~- Signage designating the protection zone and penalties for violations must be ~~secured~~displayed in a prominent location on each protection fence.

~~d. Installation of landscaping is not an encroachment. Any in-ground irrigation systems are considered encroachments.~~

de. Prohibitions within the root protection zone

Except as allowed by Subsection 16.32.042.G.1.b, the following ~~is~~are prohibited within the root protection zone of each tree: ground disturbance or construction activity including vehicle or equipment access (but excluding access on existing streets or driveways), storage of equipment or materials including soil, temporary or permanent stockpiling, proposed buildings, impervious surfaces, underground utilities, excavation or fill, trenching or other work activities.

~~f. The fence is required to be installed before any ground disturbing activities or construction begins, including clearing and grading, and will remain in place until final inspection. Variances from the prescriptive path protection standards for off-site trees are prohibited. The Urban Forester's determination of whether the prescriptive path standards are met is final and not subject to appeal.~~

2. Performance Path for Tree Protection:

When the standards of the prescriptive path for tree protection cannot be met ~~for on-site trees as determined by the Urban Forester~~, the applicant may propose alternative measures to modify the prescriptive root protection zone and use a performance path for tree protection, provided the following ~~standards criteria~~ are met as approved by the Urban Forester:

a. ~~The An~~ alternative root protection zone plan is prepared by an ISA ~~e~~Certified ~~e~~Arborist who has examined the specific tree's size, location, and extent of root cover, evaluated the tree's tolerance to construction impacts based on its species and health, and identified any past impacts that have occurred within the root zone.

b. The ~~arborist has prepared a~~ alternative root protection zone plan ~~providing~~ includes the rationale used to demonstrate that the alternate method provides an adequate level of protection based on the findings from ~~the~~ g site visit by the project arborist.

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c. If the alternative tree protection method involves alternative construction techniques, the project arborist has provided an explanation of the techniques and materials used.

de. The protection zone is marked with signage, stating that penalties will apply for violations, and providing contact information for the arborist.

~~d. If the alternative tree protection method involves alternative construction techniques, an explanation of the techniques and materials used must be provided by the arborist.~~

~~e. Variances for the Tree Protection standard for off-site trees are prohibited.~~

~~G~~H. Soil Volume Standards

1. General Standards

a. To be eligible for tree canopy credit as outlined in Subsection 16.32.042.D, planted trees to be planted must be provided access to at least 1,000 cubic feet of soil volume according to the standards in this subsection ~~to be eligible for tree canopy credit~~. A soil volume plan prepared by an ISA ~~e~~Certified ~~e~~Arborist is required ~~that and must~~ demonstrates that at least 1,000 cubic feet of soil volume is available per tree as determined by the Urban Forester or designee. Soil volume methods and specifications must be consistent with ISA ~~b~~Best ~~m~~Management ~~p~~Practices using either the prescriptive path or performance path soil volume methods. The project arborist must verify with the Urban Forester in writing that the soil volume plan has been successfully implemented prior to tree planting.

1. Prescriptive Path for Soil Volume.

be. If the existing soils at the site and abutting sites are determined by the project arborist or Urban Forester to be adequate to support healthy tree growth to maturity based on factors including but not limited to compaction levels, drainage, fertility, pH, and potential contaminants, the existing soils may be used to meet the soil volume requirements.

cb. The assumed soil volume depth for planting will be 3 feet unless otherwise determined by the project arborist or Urban Forester.

de. A soil volume area of at least 333 square feet must be accessible to each tree when the assumed soil volume depth is 3 feet.

ed. The soil volume areas must be continuous and within a 50-foot radius of the tree to be planted. Continuous soil volumes areas must be at least 3 feet wide for the entire area.

fe. Trees may share the same soil volume area provided that all spacing requirements of this subsection are met.

g. Soil contaminants are prohibited from the soil volume areas.

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2. Prescriptive Path for Soil Volume

af. Soil volume areas must be protected from construction impacts through any combination of the following methods:

(1) Protection fencing:

- (a) Fencing consisting of a minimum 4-foot~~–~~high metal chain link or no-climb horse fence, secured with 6-foot metal posts established at the edge of the soil volume area on the development site. Existing secured fencing at least 3.5 feet tall can serve as the required protective fencing.
- (b) When a soil volume area extends beyond the development site, protection fencing is not required to extend beyond the development site. Existing or new secured fencing at least 3.5 feet tall can serve as the required protective fencing.
- (c) Signage designating the protection zone and penalties for violations must be secured in a prominent location on each protection fence.

(2) Compaction prevention options for encroachment into soil volume areas:

- (a) Steel plates placed over the soil volume area~~–, or~~
- (b) A 12-inch layer of coarse wood chips over geotextile fabric continuously maintained over the soil volume area~~–, or~~
- (c) A 6-inch layer of crushed gravel over geotextile fabric continuously maintained over the soil volume area.

~~g. Soil contaminants are prohibited from the soil volume areas.~~

Variances from the prescriptive path soil volume standards for off-site trees are prohibited. The Urban Forester's determination of whether the prescriptive path standards are met is final and not subject to appeal.

32. Performance Path for Soil Volume:

a. When the standards of the prescriptive path for soil volume cannot be met; or ~~if~~ the existing soils at the site and abutting sites are determined by the Urban Forester to be inadequate to support healthy tree growth to maturity based on factors such as compaction levels, drainage, fertility, pH, and potential contamination prior to or resulting from development, a performance path soil volume plan is required.

b. Soils in areas of construction access that do not receive compaction prevention treatment and soils in areas of grading, paving, and construction are considered inadequate for tree growth unless a performance path soil volume plan is provided.

~~c. The performance path soil volume plan is required to demonstrate the methods that will be used to provide at least 1,000 cubic feet of soil volume~~

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- ~~with the capacity to support healthy growth to maturity per tree to be planted.~~
- ~~d. The soil volume areas must be continuous and within a 50-foot radius of the tree to be planted. Continuous soil volumes must be at least 3 feet wide for the entire area.~~
- ~~e. Trees may share the same soil volume area provided that all spacing requirements are met.~~
- cf. The following ~~items~~ methods may be addressed in performance path soil volume plans but are dependent on specific site conditions and should be submitted by the applicant on a project basis in coordination with other professionals such as civil and geotechnical engineers, landscape architects, and soil scientists as needed:
- (1) Compaction Reduction
 - (a) tilling
 - (b) backhoe turning
 - (c) subsoiling
 - (2) Soil Amendments
 - (a) organic amendments
 - (b) mineral amendments
 - (c) biological amendments
 - (d) chemical amendments
 - (3) Topsoil Replacement (when soil contamination or soil removal occurs)
 - (4) Soil Under Pavement
 - (a) structural soil cells
 - (b) structural tree soils
 - (c) soil vaults
 - (d) soils under suspended pavement

H. ~~Submittal Application~~ Requirements

~~For applications for construction of a new residential dwelling unit that does not result in an expansion of building footprint (Subsection 16.32.042.A.3), applicants must demonstrate compliance with the applicable provisions of Subsection 16.32.042.F by submitting a report including elements outlined in Subsection 16.32.042.H.2. For applications for land subdivision (Subsection 16.32.042.A.1) or construction of a new residential dwelling unit that results in an expansion of the building footprint (Subsection 16.32.042.2) For all applicable developments, applications must be submitted by~~ an ISA eCertified aArborist that ~~is also~~ has the ISA

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~~Tree Risk Assessment~~ ~~Qualified~~ (TRAQ). Applications must demonstrate compliance with the applicable provisions of Subsections 16.32.042.B through HG. Other professionals such as engineers, landscape architects, soil scientists, and surveyors may assist the project arborist as needed in preparing the required information, but the arborist must organize, review, and approve the final product. The minimum submittal requirements include an inventory of existing trees, tree preservation plan (if applicable), tree ~~canopy~~ planting plan (if applicable), ~~and~~ arborist report, and payment of review fee as established in the Consolidated Fee Schedule.

~~with~~ The following elements establishes requirements for the various submittal components:

1. Tree Inventory ~~Requirements~~

- a. ~~Survey the locations of all trees~~ Trees with any of the following characteristics must be inventoried:

(1) at least 6-inch DBH or greater;

(2) all trees at least 2-inch DBH or greater that are listed on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List; and/or

(3) trees less than 6-inch DBH as specified for species listed on the City of Milwaukie ~~Rare or Threatened Tree List~~.

- b. The location of all trees meeting the requirements of 16.32.042.1.1.a. must be identified, including:

(1) Trees that must be surveyed include those that are ~~On-site trees~~;

(2) Trees within abutting public rights-of-way; and

(3) Trees on abutting sites and in the abutting right-of-way with root protection zones that extend into the site.

The locations and information for trees on abutting sites may be estimated.

~~cb.~~ Number each inventoried tree for identification at the site and on the plans.

~~de.~~ Identify the common name and scientific name of each inventoried tree.

~~ee.~~ Measure the DBH of each inventoried tree in inches according to accepted ISA standards.

~~fe.~~ Measure the approximate average crown radius of each inventoried tree in feet.

~~gf.~~ Provide the crown area of each inventoried tree using the following formula:
(crown radius)² x π .

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hg. Assess the health condition of each inventoried tree using the following categories:

- (1) Good (no significant health issues)
- (2) Fair (moderate health issues but likely viable for the foreseeable future)
- (3) Poor (significant health issues and likely in decline)
- (4) Very Poor or Dead (in severe decline or dead)

ih. Identify whether the inventoried tree is on the Milwaukie Rare or Threatened Tree List.

ii. Identify whether the inventoried tree is proposed for removal or ~~retained~~retention.

jk. Organize the tree inventory information in a table or other format approved in writing by the Urban Forester.

2. Tree Preservation Plan ~~Requirements~~

a. Provide a site plan drawn to scale.

b. Include the existing tree locations and corresponding tree numbers from the tree inventory and identify which trees are subject to potential impacts identified in 16.32.042.l.2.d.

c. Identify rare or threatened trees as described in the ~~City of~~ Milwaukie ~~Rare or Threatened Tree List~~.

d. Identify the following site disturbances to scale:

- (1) Demolition
- (2) Tree removal
- (3) Staging, storage, and construction access
- (4) Grading and filling
- (5) Paving
- (6) Construction of structures, foundations, and walls
- (7) Utility construction
- (8) Trenching and boring
- (9) Excavation
- (10) Any other demolition or construction activities that could result in ground disturbances and/or tree damage

e. Locate tree and soil protection fencing to scale.

f. Locate soil compaction prevention methods to scale.

g. Identify prescriptive/performance path tree protection and soil volume areas.

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- h. Include tree and soil volume protection specifications from the arborist report on the plans including a detailed ~~and~~ description of tree and soil volume protection fencing and signage.
 - i. The elements of the tree preservation plan may be included on multiple plan sheets for clarity.
 - j. The final approved set of construction drawings must include the tree preservation plan to ensure contractors, inspectors, and other professionals have access to the information.
3. Tree Planting Plan
- a. Provide a site plan drawn to scale.
 - b. Include the existing trees to be retained and their crown areas to scale.
 - c. Include the trees to be planted and their mature crown areas to scale based on the ~~City of Milwaukie Mature Tree Canopy Crown Area List~~.
 - d. Identify the soil volume areas for each tree to be planted to scale.
 - e. For ~~prescriptive~~/performance path soil volume areas, identify the methods and specifications as applicable for:
 - (1) Protection fencing (including signage details);
 - (+2) Compaction Reduction;
 - (23) Soil Amendments;
 - (34) Topsoil Replacement; and/or
 - (45) Soil Under Pavement
 - f. ~~Include a diagram depicting the tree planting that is~~ should demonstrate consistency with ISA Best Management Practices.
 - ~~g. The minimum size of planted trees is 1.5-inch caliper for broadleaf trees and 5-foot tall for conifers unless otherwise approved by the Urban Forester. Nursery stock must be in good health with the size and quality consistent with ISA best management practices and ANSI Z60.1 standards.~~
 - ~~h. The species selection and spacing of trees to be planted must be such that it provides for the eventual mature size of the trees. Soil type, soil conditions and other site constraints shall be considered when selecting species for planting. Final site plans must be approved by the Urban Forester.~~
 - ~~i. Root barriers must be installed according to the manufacturer's specifications when a tree is planted within 5 feet of pavement or an underground utility box unless otherwise approved by the Urban Forester.~~
 - ~~j. Where there are overhead high voltage utility lines, the tree species selected must be of a type that, at full maturity, will not require pruning to avoid interference with the lines.~~

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lg. The elements of the tree ~~canopy-planting~~ plan may be included on multiple plan sheets for clarity.

mh. The final approved set of construction drawings must include the tree canopy plan to ensure contractors, inspectors, and other professionals have access to the information.

4. Arborist Report

- a. Provide a written narrative that summarizes the information from the tree inventory, tree preservation plan, and tree ~~canopy-planting~~ plan.
- b. Provide findings and calculations that demonstrate whether the tree preservation standards in Subsection 16.32.042.B have been met.
- c. Provide findings and calculations that demonstrate whether the tree planting standards in Subsection 16.32.042.C have been met.
- d. If the tree preservation and/or tree planting standards have not been met, provide calculations for the applicable tree mitigation fees as required by Subsection 16.32.042.~~ED~~.
- e. If the applicant is seeking a variance to the tree preservation and/or tree planting standards in place of providing mitigation fees, provide findings that demonstrate the proposal provides equivalent or greater environmental benefits as preserving or planting the required tree canopy consistent as required by Subsection 16.32.042.~~FE~~.
- f. Provide findings that demonstrate compliance with the tree protection standards in Subsection 16.32.042.~~GF~~.
- g. Provide findings that demonstrate compliance with the soil volume standards in Subsection 16.32.042.~~HG~~.

~~I. Non-Development Tree Permit Requirements~~ **16.32.044 NON-DEVELOPMENT PRIVATE TREE REMOVAL IN RESIDENTIAL ZONES**

~~The City encourages retention of healthy private trees where practical alternatives to removal exist, and where those alternatives meet the owner's objectives for reasonable use and enjoyment of the property. Where there is discretion in a decision about non-development private tree removal, various factors are considered to ensure that significant adverse impacts are avoided or mitigated, weighing the broader economic, ecological, and community concerns.~~

~~A.1.~~ Applicability

A permit is required prior to the removal of the following private trees in residential zones ~~on property that is outside the right-of-way and not owned or maintained by the City:~~

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~~1.a.~~ Trees that are at least 6-inch DBH.

~~2.b.~~ Trees that are less than 6-inch DBH as specified on the City of Milwaukee Rare or Threatened Tree List.

~~3.c.~~ Trees that were planted to meet any requirements in Subsections 16.32.042 and 16.32.044.

B. Permit Exemptions

Tree removal Permits are not required in residential zones when:

~~1.~~ Tree removal is approved with development listed as provided in Subsection 16.32.042.A.

~~2.~~ Permits are also not required in residential zones for the removal of trees that are grown for commercial agricultural or horticultural purposes including fruit trees, nut trees, or holiday trees.

C. Applications

An application for a tree removal permit must be made upon forms prescribed by the City and contain the following:

1. Photograph(s) that clearly identify the tree(s) proposed for removal.

2. The number, DBH, species, and location of the trees proposed to be cut on a site plan of the property drawn to scale.

3. Information as to whether the tree is within a Habitat Conservation Area overlay district or is part of an approved landscape or mitigation plan.

4. Any additional information required by the City.

5. An application for a tree cutting permit must be accompanied by the correct fee as established in the Consolidated Fee Schedule.

D2. Type 1 Tree Removal Permit

Type 1 tree removal permits are technical determinations regarding the facts of a particular request and the application of City standards to ensure that work is performed in accordance with best management practices to protect trees, the public, and public infrastructure, and to ensure appropriate tree replacement. Type 1 permits are reviewed administratively by the Urban Forester without public notice, and the decision may be appealed to the City Manager by the applicant.

1. Application Requirements

a. Applications for a Type 1 tree removal permit must meet the submittal requirements of Subsection 16.32.044.C.

b. Additional information may also be required.

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- 1) If the Urban Forester requires additional information to review an application, the Urban Forester will send a notice to the applicant requesting the additional information.
- 2) The applicant will have a maximum of 30 days from the date of the Urban Forester's notice to submit the additional information.
- 3) If the additional information is not received by the Urban Forester within 30 days from the date of the Urban Forester's notice, the application will be voided on the 31st day, with no refund of the filing fee.

~~The following approval standards will be applied to type 1 tree removal permits by the Urban Forester:~~

~~2e.~~ Approval ~~Standards~~Criteria

A ~~type~~ 1 permit will be issued only if the following criteria are met, as determined by the Urban Forester:

~~a.(1)~~ a.(1) The proposed tree removal will be performed according to current ISA Best Management Practices.

~~b.(2)~~ b.(2) The tree proposed for removal meets one or more of the following criteria:

~~(a1)~~ (1) The tree is dead or dying and cannot be saved as determined by an ISA Certified Arborist in accordance with ISA standards.

~~(2)~~ (2) The tree has sustained physical damage that will cause it to die or enter an advanced state of decline. The City may require additional documentation from an ISA Certified Arborist to demonstrate that this criterion is met.

~~(b3)~~ (3) The tree is having an adverse effect on adjacent infrastructure or buildings that cannot be mitigated by pruning, reasonable alternative construction techniques, or accepted arboricultural practices.

~~(c)~~ (c) ~~The tree has sustained physical damage that will cause it to die or enter an advanced state of decline. The City may require additional documentation from an ISA Certified Arborist to demonstrate that this criterion is met.~~

~~(d4)~~ (4) The tree poses an unreasonable risk to the occupants of the property, the adjacent property, or the general public, as determined by an ISA Certified Arborist in accordance with current ISA tree risk assessment standards.

~~(e5)~~ (5) The tree is on the Oregon State Noxious Weed List or the Milwaukie Invasive Tree List.

~~(f6)~~ (6) The tree is part of a stormwater management system and has grown too large to remain an effective part of the system.

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- (g7) The tree location conflicts with areas of public street widening, construction, or extension as shown in the Transportation System Plan and there is no practicable alternative to removing the tree.
- (h8) Tree removal is required for the purposes of a building or land use permit, utility or infrastructure installation, or utility or infrastructure repair and there is no practicable alternative to removing the tree.
- (i9) The tree is recommended for removal by a designated fire marshal for Clackamas County because it presents a significant fire risk to habitable structures or limits emergency access for rescue workers, and the risk or access issue cannot be abated through pruning or other means that would result in tree retention.
- (j10) An ISA eCertified aArborist determines that thinning of interior trees within a stand of trees is necessary for overall stand health, the thinning will result in no less than eighty percent (80%) canopy cover at maturity for the area to be thinned, and that thinning of non-native trees is maximized prior to thinning of native trees.
- (k11) Healthy trees. One (1) healthy tree may be removed per tax lot per 12-month period if the tree meets the following:
- i. The tree is less than 12 inches in diameter at breast height; and is not
 - ii. None of the trees are required to be preserved by a condition of a land use review, a provision of this eChapter 16.32 or Title 19, or as part of a required stormwater facility.

3.(3) Mitigation Requirements

Unless removed for thinning purposes (Subsection 16.32.042.1.2.a.j 16.32.044.D.2.b(10)) or invasive species status (Subsection 16.32.042.1.2.a.e 16.32.044.D.2.b(5)), replacement of a removed tree is required as mitigation. The Urban Forester will condition the removal of each healthy tree upon the planting of a replacement tree as follows:

- a.(a) The minimum size of replacement trees is 1.5-inch caliper for broadleaf trees and 5-foot tall for conifers unless otherwise approved by the Urban Forester. Nursery stock Trees planted must be in good health with the size and quality consistent with ISA bBest mManagement pPractices and ANSI Z60.1 standards.
- b.(b) Replacement trees must be planted in a manner consistent with ISA bBest mManagement pPractices.
- c.(c) The replacement tree must substantively replace the function and values of the tree that was removed wherever practicable. For example, a long-lived evergreen native tree that abuts a designated Nnatural Rresources Overlay Zone area (as per Section 19.402) must be replaced with a long-lived

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evergreen native tree that abuts a designated Natural Resources Overlay Zone area.

~~d. (d)~~ If planting a replacement tree is not practicable, the Urban Forester may allow a tree replacement fee in lieu according to the Master Fee Schedule Consolidated Fee Schedule ~~based on the cost of planting and maintaining a replacement tree for 3 years.~~

4. Decision by the Urban Forester

a. The Urban Forester's decision will be based on an evaluation of the facts and applicable standards and review criteria in Subsection 16.32.044.D.2.

b. The Urban Forester may issue the permit, deny the permit, or may apply conditions of approval to the permit to ensure the request complies with the applicable review criteria and standards.

c. Any work done under a permit must be performed in strict accordance with the terms and provisions of this chapter and conditions of approval of the permit.

d. The Urban Forester must notify the applicant of the decision in writing.

e. If no appeal is filed as specified in Subsection 16.32.044.H, the decision of the Urban Forester is final.

E3. Type 2 Tree Removal Permit

A ~~†~~Type 2 tree removal permit may be approved by the Urban Forester if the ~~†~~Type 1 tree removal approval standards cannot be met. Type 2 permits involve the consideration of relevant technical and qualitative factors to prevent risks to public health and safety and to ensure that the impacts of tree removal are mitigated. Type 2 permits are reviewed administratively by the Urban Forester. The ~~†~~Type 2 process is more discretionary than the ~~†~~Type 1 process and may consider a range of options for approving, approving with conditions, or denying a tree removal permit application.

1. Application Requirements

a. Applications for a Type 2 tree removal permit must meet the submittal requirements of Subsection 16,32.044.C.

b. Additional information may also be required.

1) If the Urban Forester requires additional information to review an application, the Urban Forester will send a notice to the applicant requesting the additional information.

2) The applicant will have a maximum of 30 days from the date of the Urban Forester's notice to submit the additional information.

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3) If the additional information is not received by the Urban Forester within 30 days from the date of the Urban Forester's notice, the application will be voided on the 31st day, with no refund of the filing fee.

4) Public notice is required if the tree is healthy and larger than 12 inches DBH.

2.e. Review and Approval Criteria

~~The City encourages retention of healthy private trees where practical alternatives to removal exist, and where those alternatives meet the owner's objectives for reasonable use and enjoyment of the property. Factors are considered to ensure that significant adverse impacts are avoided or mitigated, weighing the broader economic, ecological, and community concerns. These decisions are fact specific and are made on a case-by-case basis.~~ The City will not issue a ~~1~~ Type 2 permit for the removal of a healthy, functioning tree without a demonstration by the applicant that extraordinary circumstances exist. Maintenance or the replacement of pavement, removal of tree litter, or other minor inconveniences ~~do~~ may or may not constitute extraordinary circumstances.

Decisions regarding removal of healthy, functioning trees are fact-specific and are made on a case-by-case basis by the Urban Forester. In determining whether extraordinary circumstances exist that warrant the major pruning or removal of a healthy tree, the Urban Forester will consider:

a.~~(1)~~ Whether the species of tree is appropriate for its location;

b.~~(2)~~ Whether the species of tree is an invasive species;

c.~~(3)~~ Whether the crown, stem, or root growth has developed in a manner that would prevent continued healthy growth or is negatively impacting other trees;

d.~~(4)~~ Whether maintenance of the tree creates an unreasonable burden for the property owner; and

e.~~(5)~~ Whether the removal will significantly affect public safety or neighborhood character based on the following:

(a)~~1~~) The age, size, form, species, general condition, pruning history and any unique qualities or attributes of the trees;

(b)~~2~~) The cumulative impacts of current and prior tree removals in the area; and

(c)~~3~~) When the tree is associated with a grove, whether removal of the tree will have a significant adverse impact on the viability of other trees or make other trees considerably more vulnerable to windthrow.

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3.b. Approval Standards Mitigation Requirements

Replacement of a removed tree is usually required as mitigationA. The Urban Forester will at a minimum condition the removal of a tree based on Subsection 16.32.042.1.2.a.3-16.32.044.D.3 (planting standards and exceptions for thinned or invasive-species trees). In addition, and the Urban Forester will condition the removal of each tree upon the planting of additional replacement tree(s) as outlined in Table 16.32.042.1.3.b-16.32.044.E.3:

Table 16.32.042.1.3.b-16.32.044.E.3 Type 2 Permit Required Replacement Trees Requirements for Type 2 Permits

Diameter at Breast Height (DBH) of Tree Removed	Number of Additional Replacement Trees Required: Beyond 1:1 Replacement	Total Replacement Trees Required for Type 2 Permit
6" DBH to <12" DBH	—	1 tree
12" DBH to <24" DBH	1 tree	2 trees
24" DBH to <36" DBH	2 trees	3 trees
36" DBH or greater	3 trees	4 trees

4. Applications

An application for a tree removal permit must be made upon forms prescribed by the City and contain the following:

- a. Photograph(s) that clearly identify the tree(s) proposed for removal.
- b. The number, DBH, species, and location of the trees proposed to be cut on a site plan of the property drawn to scale.
- c. Information as to whether the tree is within a Habitat Conservation Area overlay district or is part of an approved landscape or mitigation plan.
- d. Any additional information required by the City.
- e. An application for a tree cutting permit must be accompanied by the correct fee as established in the Master Fee Schedule.

4. Decision by the Urban Forester

- a. The Urban Forester's decision must be based on an evaluation of the facts and applicable standards and review factors in Subsection 16.32.044.E.2.
- b. The Urban Forester may issue the permit, deny the permit, or may apply conditions of approval to the permit to ensure the request complies with the applicable review factors and standards.
- c. Any work done under a permit must be performed in strict accordance with the terms and provisions of this chapter and conditions of approval of the permit.

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- d. The Urban Forester must notify the applicant of the decision in writing.
- e. If no appeal is filed as specified in Subsection 16.32.044.E.5, the decision of the Urban Forester is final.

5. Appeals

The applicant may appeal the Urban Forester's decision.

a. Appeals must be:

- 1) Filed with the Urban Forester on forms prescribed by the City;
- 2) Filed within 14 days from the date of the Urban Forester's decision; and
- 3) Specifically identify how the Urban Forester erred in applying the standards or review criteria.

b. Appeals are heard by the City Manager.

- 1) The City Manager will consider the application against the applicable standards or review criteria, taking into consideration information provided by the applicant and City staff.
- 2) The City Manager may affirm or reverse the Urban Forester's decision or remand the decision to the Urban Forester to determine appropriate mitigation.
- 3) The appeal decision of the City Manager is final and may not be appealed to another review body within the City.

~~5. Application Procedures Type 1 Tree Removal Permit~~

~~Type 1 permits are technical determinations regarding the facts of a particular request, and applications of city standards to ensure that work is performed in accordance with best management practices to protect trees, the public, or public infrastructure, and to ensure appropriate tree replacement. Type 1 permits are reviewed administratively by the Urban Forester without public notice, and the decision may be appealed to the City Manager by the applicant.~~

~~a. Application Procedures Type 1 Tree Removal Permit~~

- ~~(1) Applications for a Type 1 Tree Removal Permit must meet the requirements of Subsection 16.32.042.1.4.~~
- ~~(2) Additional information required.~~
 - ~~(a) If the Urban Forester requires additional information to review an application, the Urban Forester will send a notice to the applicant requesting the additional information.~~
 - ~~(b) The applicant will have a maximum of 30 days from the date of the Urban Forester's notice to submit the additional information.~~

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~~(c) If the additional information is not received by the Urban Forester within 30 days from the date of the Urban Forester's notice, the application will be voided on the 31st day. The City will not refund the filing fee.~~

~~b. Decision by the Urban Forester~~

~~(1) The Urban Forester's decision will be based on an evaluation of the facts and applicable standards and review criteria in Subsection 16.32.042(1.2.a).~~

~~(2) The Urban Forester may issue the permit, deny the permit, or may apply conditions of approval to the permit to ensure the request complies with the applicable review criteria and standards.~~

~~(3) Any work done under a permit must be performed in strict accordance with the terms and provisions of this chapter and conditions of approval of the permit.~~

~~(4) The Urban Forester must notify the applicant of the decision in writing.~~

~~(5) If no appeal is filed as specified in subsection 7, the decision of the Urban Forester is final.~~

~~6. Application Procedures Type 2 Tree Removal Permit~~

~~Type 2 Tree Removal permits involve the consideration of relevant technical and qualitative factors to prevent risks to public health and safety and to ensure that the impacts of tree removal are mitigated and may require public notice as set forth below. Type 2 permits are reviewed administratively by the Urban Forester, and the decision may be appealed to the City Manager by the applicant.~~

~~a. Application~~

~~(1) Generally, Applications for a Type 2 Tree Removal Permit must meet the requirements of Section 16,32.042.1.4.~~

~~(2) Additional information required:~~

~~(a) If the Urban Forester requires additional information to review an application, the Urban Forester will send a notice to the applicant requesting the additional information.~~

~~(b) The applicant will have a maximum of 30 days from the date of the Urban Forester's notice to submit the additional information.~~

~~(c) If the additional information is not received by the Urban Forester within 30 days from the date of the Urban Forester's notice, the application will be voided on the 31st day. The City will not refund the filing fee.~~

~~(d) Public notice is required if the tree is healthy and larger than 12 inches in diameter at breast height.~~

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~~b. Decision by the Urban Forester~~

- ~~(1) The Urban Forester's decision must be based on an evaluation of the facts and applicable standards and review factors in Subsection 16.32.042.1.3.~~
- ~~(2) The Urban Forester may issue the permit, deny the permit, or may apply conditions of approval to the permit to ensure the request complies with the applicable review factors and standards.~~
- ~~(3) Any work done under a permit must be performed in strict accordance with the terms and provisions of this chapter and conditions of approval of the permit.~~
- ~~(4) The Urban Forester must notify the applicant of the decision in writing.~~
- ~~(5) If no appeal is filed as specified in Subsection 16.32.042.1.6.c below, the decision of the Urban Forester is final.~~

~~c. Appeal~~

~~The applicant may appeal the Urban Forester's decision. Appeals must be:~~

- ~~(1) Filed with the Urban Forester on forms prescribed by the City;~~
- ~~(2) Filed within 14 days from the date of the Urban Forester's decision; and~~
- ~~(3) Specifically identify how the Urban Forester erred in applying the standards or review criteria.~~
- ~~(4) Appeals are heard by the City Manager.~~
- ~~(5) The City Manager will consider the application against the applicable standards or review criteria, taking into consideration information provided by the applicant and City staff.~~
- ~~(6) The City Manager may affirm or reverse the Urban Forester's decision or remand the decision to the Urban Forester to determine appropriate mitigation.~~
- ~~(7) The appeal decision of the City Manager is final and may not be appealed to another review body within the City.~~

Article IV Miscellaneous Provisions

16.32.080 PROGRAMMATIC PERMITS

Programmatic permits may be issued by the Urban Forester for routine public facility or utility operation, planned repair and replacement, and on-going maintenance programs on street trees, public trees, and private trees. The purpose of a programmatic permit is to eliminate the need for individual permits for tree removal, pruning, or for ongoing activities that cover a wide geographic area and may include the pruning or removal of numerous street trees, public trees, and private trees. Programmatic permits are evaluated to prevent cumulative adverse impacts to the

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urban forest and ensure that any permitted activities meet the goals and objectives of the Urban Forest Management Plan.

A. Applicability

Programmatic permits may only be issued to a public agency or a utility as defined in this chapter.

B. Application Requirements

Applications for programmatic permits must be submitted in writing or electronically on forms provided by the City and be accompanied by the correct fee.

C. Permit

Approved permits must include the following required information. The Urban Forester may modify the permit at any time to respond to any questions, changes in regulations, or previously unforeseen issues, provided the applicant is notified in writing.

1. Duration. The Urban Forester may approve a programmatic permit for a period of up to 2 years;
2. Geographic area covered by the permit;
3. Permitted activities and any restrictions on the method, number, type, location, or timing of activities;
4. Procedures and thresholds for providing notice to residents, businesses, and the City impacted by the performance of work under the permit;
5. Monitoring, performance tracking, and reporting requirements. The Urban Forester may prescribe rules or procedures that specify the manner in which such tracking and reporting occur; and
6. Traffic control requirements.
7. Annual Report

On the anniversary of permit issuance, the applicant must submit an annual report on a form supplied by the City detailing any work performed under the permit and any work scheduled to be performed.

8. Tree Size Limits

- a. The programmatic permit will not allow the removal of trees 6" or more in diameter at breast height, except as provided in this section.
- b. If an applicant requests removal of a healthy tree 6" or more in diameter at breast height at time of application or during the period in which the programmatic permit is in effect, an opportunity for public comment will be provided in accordance with Subsection 16.32.026 B.2
- c. For any request, the Urban Forester may further limit allowed tree removal in order to meet the review criteria in Subsection 16.32.028F.

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9. Tree Work

All work performed under a programmatic permit must be performed in accordance with ISA arboricultural practices.

D. Completeness

1. If the Urban Forester determines an application is incomplete, the Urban Forester will provide written notice to the applicant that describes the additional information needed.
2. The applicant must submit the additional information within 30 days from the date of the notice unless extended in writing by the Urban Forester.
3. If the applicant does not furnish the additional information within 30 days from the date of the notice or any extension granted in writing by the Urban Forester, the application will be denied.

E. Notice of Complete Application

When the Urban Forester determines that the application is complete, the Urban Forester must provide written notice that the application is complete to the applicant and the Tree Board. The notice must provide instructions for how to obtain additional information about the application, comment on the application, and request notification of the Urban Forester's decision.

F. Review Criteria

The Urban Forester may approve a programmatic permit upon a determination that the following criteria are satisfied or will be satisfied with conditions:

1. The proposed activity will result in a net gain to the urban forest functions and benefits described in the purpose statement in [Subsection 16.32.005](#) considering the applicant's proposed performance measures, proposed tree planting, and other activities proposed to improve the overall health of the urban forest.
2. The applicant's proposed outreach and notification program provides adequate notice to residents, businesses, and the City prior to performing work authorized under the programmatic permit.

G. Decision

The Urban Forester must issue the permit, issue the permit with conditions of approval, or deny the permit within 120 days of determining the application is complete. The Urban Forester's decision will be final and, if approved, the permit will be valid for a period of up to two years. An applicant may request an amendment to an unexpired permit if the conditions and circumstances have changed. The Urban Forester's decision will be based on an evaluation of the application against the applicable review criteria in [Subsection 16.32.028 F.](#)

H. Revocation

The Urban Forester may revoke a programmatic permit upon a determination that the applicant is not adhering to the terms of the permit or is acting beyond the activities authorized by permit.

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16.32.082 COORDINATION WITH OTHER REGULATIONS

A. ~~16.32.020 PRUNING, CORNER CLEARANCE~~ Street, Sidewalk, Traffic Control Devices, and Vision Clearance

Subject to enforcement under ~~Section Chapters 12.12.010 and 12.24~~, property owners for public trees and private trees, and adjoining property owners for street trees, must not allow ~~any tree, shrub, or other woody vegetation~~ any tree to overhanging any street, sidewalk or right-of-way or obstruct traffic control devices or inhibit the safe use at intersections within the City must be maintained by the owner to ensure that no vegetation obstructs the right-of-way.

B. ~~Dead, Decaying, Dangerous, Diseased, or Infested Tree or Tree Limb Removal~~

Subject to enforcement under ~~Subsection 8.04.110B~~,

16.32.021 DEAD OR DISEASED TREE REMOVAL ON PRIVATE LAND

If the City may require the removal of any tree, shrub, or other woody vegetation or tree limb that is dead, decaying, dangerous, diseased, or infested and that poses a significant risk to the public, adjoining property or the urban forest as determined by the Urban Forester.

~~The City or its agents will notify the owners of such trees in writing.~~

Removal under this section must be completed within the time period specified in the a written notice unless extended in writing by the Urban Forester.

The owner responsible party must notify the City in writing when the required removal has been completed.

If the owner responsible party does not remove the dead, decaying, dangerous, diseased, or infested vegetation tree or tree limb within the time period specified in the notice or extension granted in writing by the Urban Forester, the vegetation will be declared a nuisance and will be subject to further enforcement pursuant to ~~MMC Chapter 8.04~~. the City will have the right to remove the dead, diseased, or infested vegetation and charge the cost of removal to the owner pursuant to ~~MMC Chapter 8.04~~.

In cases where the owner demonstrates extreme financial hardship, the City Manager may grant a cost waiver in accordance with ~~Section 16.32.0382~~.

C. ~~Business Tax or Metro License Required~~

Subject to enforcement under ~~Chapter 5.08~~, all businesses doing arboricultural work within the City must have paid the Milwaukie business tax or have a current business license with the Metropolitan Service District.

D. ~~Zoning Code~~

In addition to ~~Chapter 16.32~~ and subject to enforcement under ~~Section 8.04.135~~, trees are required to be preserved, planted, and permitted for removal under:

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1. Section 19.401 Willamette Greenway
2. Section 19.402 Natural Resources
3. Section 19.606 Parking Lot Standards
4. Section 19.708 Transportation Facility Requirements

E. Tree Board

The Tree Board is an advisory board to the City Council, with duties and responsibilities established in Section 2.13.

Article V Enforcement and Penalties

16.32.100 J. Enforcement ENFORCEMENT

1. ~~City Authority: The City has the ultimate authority to:~~
 - a. ~~Interpret the provisions of this section and determine whether code criteria have been met.~~
 - b. ~~Establish conditions of permit and land use approval to ensure this section is properly implemented.~~
 - c. ~~Create rules and procedures as needed to implement this section. Rules and procedures may include but are not limited to:~~
 - (1) ~~City of Milwaukie tree lists.~~
 - (2) ~~Tree protection standards, specifications, and procedures.~~
 - (3) ~~Tree planting standards, specifications, and procedures.~~
 - (4) ~~Tree establishment and maintenance standards, specifications, and procedures.~~
 - (5) ~~Performance bonding, letters of credit, and cash assurances to help ensure proper tree protection, planting, and establishment.~~
 - (6) ~~Tree protection inspections and oversight.~~
 - (7) ~~Soil protection inspections and oversight.~~
 - (8) ~~Performance path tree protection standards and specifications.~~
 - (9) ~~Performance path soil volume standards and specifications.~~
 - (10) ~~Fees for permit applications, reviews, mitigation, inspections, and violations.~~

A. Interpretations

1. A tree that is removed without an approved removal permit will be considered an unpermitted healthy tree removal.

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2. Tree topping, unless otherwise permitted, will be an unpermitted healthy tree removal.
3. If a tree is removed without a permit, a violation will be determined by measuring the stump. A stump that is eight (8) caliper inches or more in diameter will be considered prima facie evidence of a violation of this chapter.
4. Proof of violation of this chapter will be deemed prima facie evidence that such violation is that of the owner of the property upon which the violation was committed.

B. Violations

The following are considered violations of the tree code (Chapter 16.32).

1. Removal or Topping. Removal or topping of a tree regulated by Chapter 16.32 without an approved permit from the City.
2. Removal – Approved Permit. ~~Removal~~ of a tree in violation of an approved permit.
3. Damaging a Tree. Willfully or negligently damaging a tree regulated by Chapter 16.32.
4. ~~e.~~ Failure to Comply with Permit. Failure to meet a condition of an approved permit.
5. Major Pruning without a Permit. Major pruning of a street tree or public tree without an approved permit from the City.

16.32.023 INTERFERENCE WITH CITY

6. Interference with the City. No person will prevent, delay, or interfere with the Urban Forester or designee while they are engaged in work activities including, but not limited to inspection of trees subject to the provisions of this chapter, planting, cultivating, mulching, pruning, spraying, or removing any street tree, public tree, or private tree.
7. Removal of Stump. Removal of the stump of a tree removed without a tree removal permit.
8. Root Protection Zone Disturbance. Willfully or negligently do the following in the Root Protection Zone (RPZ): ground disturbance or construction activity including vehicle or equipment access (but excluding access on existing streets or driveways), storage of equipment or materials including soil, temporary or permanent stockpiling, proposed buildings, impervious surfaces, underground utilities, excavation or fill, trenching or other work activities.
9. Soil Contamination. Willfully or negligently allow soil contaminants in the soil volume area.

C2. Penalties

The following penalties may apply to violations of the provisions of ~~this section~~Chapter 16.32:

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- 1a. A person who ~~removes a tree regulated by this section without first obtaining the necessary permit from the City, removes a tree in violation of an approved permit, or violates Chapter 16.32 a condition of an approved permit will, upon conviction thereof, be punished by a fine not to exceed must pay a fine in~~ an amount established in the ~~Master Fee Schedule~~Consolidated Fee Schedule.
- 2b. Topping, pruning, or otherwise inflicting willful and negligent damage to a tree crown or roots in a manner that is inconsistent with ISA ~~bBest~~ mManagement ~~pPractices~~:
- a.(1) ~~A fine~~ U up to the amount established in the ~~Master Fee Schedule~~Consolidated Fee Schedule or up to the appraised loss in value of the illegally topped or pruned tree as determined by an ISA ~~eCertified~~ eArborist plus the arborist's reasonable appraisal fee.;
- b.(2) Restoration of the tree crown, trunk, or root system as prescribed by an ISA ~~eCertified~~ eArborist and approved by the Urban Forester.
- 3e. Tree protection zone violations:
- a.(1) ~~A fine~~ U up to the amount established in the ~~Master Fee Schedule~~Consolidated Fee Schedule.
- b.(2) Restoration of the tree protection zone as prescribed by an ISA ~~eCertified~~ eArborist and approved by the Urban Forester.
- 4d. ~~Evidence of Violation~~General Penalty
- a.(1) ~~If a tree is removed without a type 1 or 2 tree removal permit, a violation will be determined by measuring the stump. A stump that is eight (8) caliper inches or more in diameter will be considered prima facie evidence of a violation of this chapter. A person violating any of the provisions of this chapter must will, upon conviction thereof, be punished by a fine not to exceed one thousand dollars (\$1,000.00), if there is not a corresponding fine in the Consolidated Fee Schedule.~~
- b. ~~Each day's violation of a provision of this chapter constitutes a separate offense.~~
- (2) ~~Removal of the stump of a tree removed without a tree removal permit is a violation of this chapter.~~
- (3) ~~Proof of violation of this chapter will be deemed prima facie evidence that such violation is that of the owner of the property upon which the violation was committed.~~

CHAPTER 16.32 TREE CODE

Article I General Provisions

16.32.005 PURPOSE

The purpose of this chapter is to establish processes and standards that ensure the City maximizes the environmental, economic, health, community, and aesthetic benefits provided by its urban forest. It is the intent of this code to establish, maintain, and increase the quantity and quality of tree cover in the City, and to ensure our urban forest is healthy, abundant, and climate resilient.

This code is designed to:

1. Foster urban forest growth to achieve 40% canopy coverage by 2040.
2. Maintain trees in a healthy condition through best management practices.
3. Manage the urban forest for a diversity of tree ages and species.
4. Manage street trees appropriately to maximize benefits and minimize hazards and conflicts with infrastructure.
5. Ensure the preservation and planting of tree canopy with development and redevelopment of housing in residential zones.
6. Regulate the removal, replanting, and management of trees prior to and following development and redevelopment in residential zones.
7. Implement applicable urban forest goals, policies, objectives, and action items in the Comprehensive Plan, Climate Action Plan, and Urban Forest Management Plan.

16.32.010 DEFINITIONS

The following definitions will apply for terminology used in this chapter. If a definition is not listed in this chapter, the definition in Title 19 will apply. Where definitions are not provided in this chapter or Title 19, their normal dictionary meaning will apply:

“Arbor Day/Week” means a day/week designated by the City to celebrate and acknowledge the importance of trees in the urban environment.

“Arboriculture” means the practice and study of the care of trees and other woody plants in the landscape.

“Building footprint” means the area covered by the outer structural walls of a building, measured in sq ft. Included in the calculation of footprint are: roofed structures that are not fully enclosed; building features such as patio covers, roofed porches, and decks; or similar features with a surface height of more than 18 in above average grade.

Footprint does not include eaves.

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“Canopy” is the layer of leaves, branches and stems of trees that cover the ground when viewed from above. Canopy cover is measured as the proportion of a fixed area of the ground covered by tree crowns.

“City” means the City of Milwaukie.

“City Engineer” means the city engineer of the City of Milwaukie or designee.

“City Manager” means the city manager or the city manager’s authorized representative or designee.

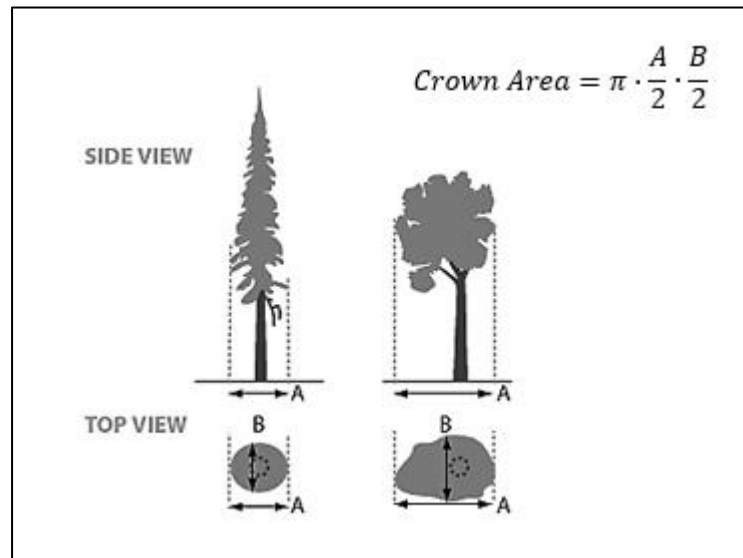
“Consolidated Fee Schedule” is the schedule of City fees and charges adopted by City Council for the services provided by the City.

“Council of Tree and Landscape Appraisers (CTLA)” means the publishers of the Guide for Plant Appraisal.

“Crown” means area of the tree above the ground, measured in mass, volume, or area extending from the trunk and including the branches, stems, leaves, and reproductive structures.

“Crown Area” means the average area in square feet that the tree crown covers (see Figure 16.32.010-1).

Figure 16.32.010-1 – Measuring Crown Area



“Cutting” means the felling or removal of a tree, or any procedure that naturally results in the death or substantial destruction of a tree. Cutting does not include normal trimming or pruning but does include topping of trees.

“Damaged tree” means a tree that is damaged or knocked down to the extent that mortality or serious deterioration is likely to occur or partially pushed over so as to result in permanent lean or visible damage to the root system.

“DBH” means the diameter at breast height.

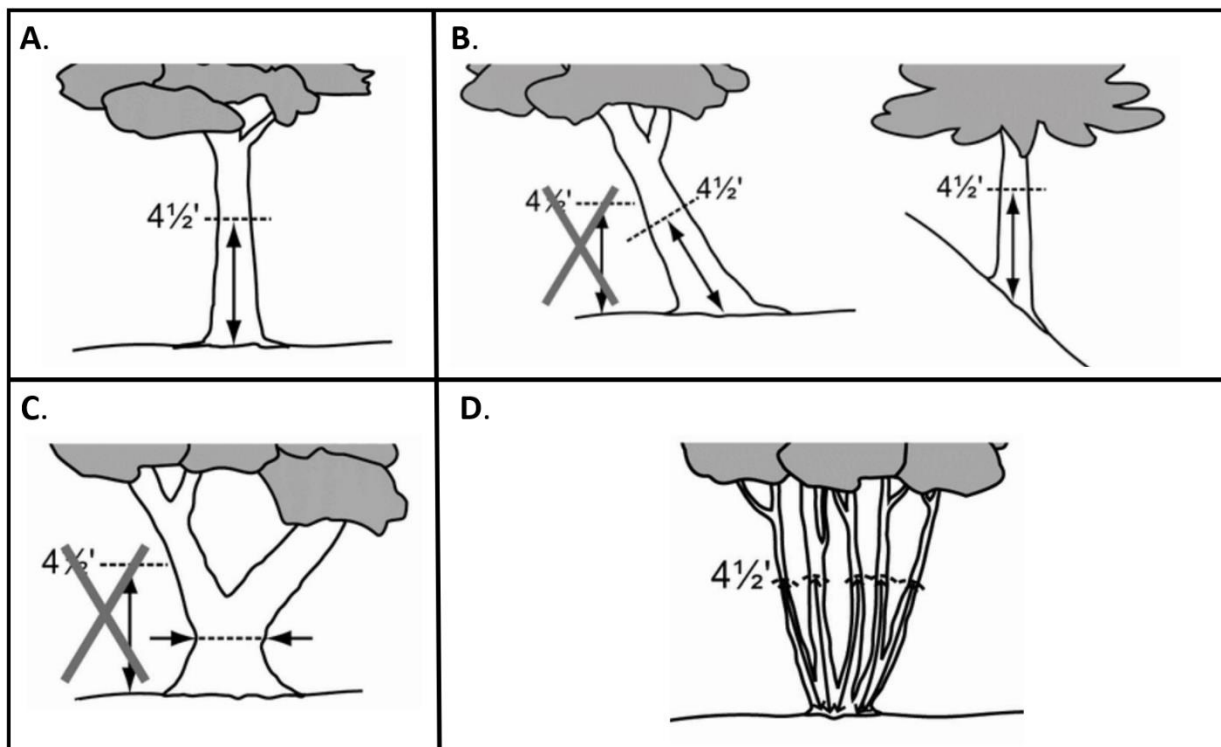
“Dead tree” means a tree that is dead or has been damaged beyond repair or where not enough live tissue, green leaves, limbs, or branches exist to sustain life.

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“Diameter at breast height” or “DBH” means the measurement of mature trees as measured at a height 4.5 feet above the mean ground level at the base of the tree (Figure 16.32.010-2A). The DBH may be determined by measuring the circumference of the tree trunk 4.5 feet above the mean ground level at the base of the tree and dividing by 3.14. Trees existing on slopes are measured at the lowest point of ground at the base of the tree (Figure 16.32.010 – 2B). When the trunk branches or splits less than 4.5 feet from the ground, measure the smallest circumference below the lowest branch and divide by 3.14 (Figure 16.32.010 – 2C). For multi-stemmed trees, the size is determined by measuring all the trunks, and then adding the total diameter of the largest trunk to one-half the diameter of each additional trunk. A multi-stemmed tree has trunks that are connected above the ground and does not include individual trees growing close together or from a common root stock that do not have trunks connected above the ground (see Figure 16.32.010-2).

Figure 16.32.010-2 – Measuring Diameter at Breast Height



“Drip line” means the perimeter measured on the ground at the outermost crown by drawing an imaginary vertical line from the circumference of the crown, straight down to the ground below.

“Dying tree” means a tree that is diseased, infested by insects, deteriorating, or rotting, as determined by a professional certified in the appropriate field, and that cannot be saved by reasonable treatment or pruning, or a tree that must be removed to prevent the spread of infestation or disease to other trees.

“Hazardous tree” means a tree or tree part the condition or location of which presents a public safety hazard or an imminent danger of property damage as determined by

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an ISA Qualified Tree Risk Assessor, and such hazard or danger cannot reasonably be alleviated by treatment or pruning.

“Healthy tree” means a tree that is rated by a professional with expertise in the field of forestry or arboriculture as being in fair or better condition using ISA Best Management Practices.

“Invasive species” means a tree, shrub, or other woody vegetation that is on the Oregon State Noxious Weed List or listed on the Milwaukie Invasive Tree List in the Public Works Standards.

“ISA” means the International Society of Arboriculture.

“ISA Best Management Practices” means the guidelines established by ISA for arboricultural practices for use by arborists, tree workers, and the people who employ their services.

“Major tree pruning” means the trimming or removal of twenty percent (20%) or more of the live crown, or removal of or injury to roots within a radial distance from the tree of six times the tree’s DBH during any 12-month period.

“Minor tree pruning” means the trimming or removal of less than twenty percent (20%) of the live crown, or removal of or injury to roots beyond a radial distance from the tree of six times the tree’s DBH during a 12-month period.

“NDA” means Neighborhood District Association.

“Noxious weed” means a terrestrial, aquatic, or marine plant designated by the State Weed Board under ORS 569.615.

“Owner” means any person who owns land, or a lessee, agent, employee, or other person acting on behalf of the owner with the owner’s written consent.

“Park tree” means a tree, shrub, or other woody vegetation within a City park.

“Person” means any natural person, firm, partnership, association, social or fraternal organization, corporation, estate, trust, receiver, syndicate, branch of government, or any other group or combination acting as a unit.

“Public agency” means any public agency or public utility as defined in ORS 757.005, or a drainage district organized under ORS Chapter 547.

“Public tree” means a tree, shrub, or other woody vegetation on land owned or maintained by the City, but does not include a tree, shrub, or other woody vegetation in the right-of-way.

“Private tree” means a tree, shrub, or other woody vegetation on land not owned or maintained by the City and the trunk of the tree does not cross a public right-of-way line.

“Right-of-way” means an area that allows for the passage of people or goods. Right-of-way includes passageways such as freeways, pedestrian connections, alleys, and all streets. A right-of-way may be dedicated or deeded to the public for public use and

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under the control of a public agency, or it may be privately owned. A right-of-way that is not dedicated or deeded to the public is usually in a tract or easement.

“Shrub” means any plant with multiple woody stems that does not have a defined crown and does not grow taller than a height of 16 feet.

“Street tree” means a tree, shrub, or other woody vegetation on land within the right-of-way. When any portion of the trunk of a tree crosses a public right-of-way line at ground level, it is considered a street tree.

“Street Tree List” is the list of tree and shrub species approved by the City for planting within the right-of-way.

“Topping” means the pruning practice used to reduce tree height by cutting to a predetermined crown limit without regard to tree health or structural integrity. Topping does not include acceptable pruning practices as described in the American National Standards Institute (ANSI) "A-300 Pruning Standards" and companion "Best Management Practices for Tree Pruning" published by the International Society of Arboriculture, such as crown reduction, utility pruning, or crown cleaning to remove a safety hazard, dead or diseased material. Topping is considered "tree removal".

“Tree” means any living woody plant characterized by one main stem or trunk and many branches, or a multi-stemmed trunk system with a defined crown, that will obtain a height of at least 16 feet at maturity.

“Tree Board” means the city of Milwaukie Tree Board.

“Tree canopy” means the aggregate or collective tree crowns.

“Tree Fund” means the Tree Fund as created by this chapter.

“Tree removal” means the cutting or removal of fifty percent (50%) or more of the crown, trunk, or root system of a plant, the uprooting or severing of the main trunk of the tree, or any act that causes, or may reasonably be expected to cause the tree to die as determined by an ISA Certified Arborist

“Urban forest” means the trees that exist within the City.

“Urban Forester” means the Urban Forester of the City of Milwaukie, or designee.

“Urban Forest Management Plan” is the management plan adopted by City Council for the management of the City’s urban forest.

"Utility" is a public utility, business, or organization that supplies energy, gas, heat, steam, water, communications, or other services through or associated with telephone lines, cable service, and other telecommunication technologies, sewage disposal and treatment, and other operations for public service.

16.32.012 ADMINISTRATION

A. City Manager

1. The City Manager is authorized to administer and enforce the provisions of this chapter.

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2. The City Manager is authorized to adopt procedures and forms to implement the provisions of this chapter.
3. The City Manager may delegate as needed any authority granted by this chapter to a designee as deemed appropriate by the City Manager.

B. City Authority

The City has the ultimate authority to:

1. Interpret the provisions of Chapter 16.32 and determine whether code criteria have been met.
2. Establish conditions of permit and land use approval to ensure Chapter 16.32 is properly implemented.
3. Create rules and procedures as needed to implement Chapter 16.32. Rules and procedures may include but are not limited to:
 - a. City of Milwaukie tree lists;
 - b. Tree protection standards, specifications, and procedures;
 - c. Tree planting standards, specifications, and procedures;
 - d. Tree establishment and maintenance standards, specifications, and procedures;
 - e. Performance bonding, letters of credit, and cash assurances to help ensure proper tree protection, planting, and establishment;
 - f. Tree protection inspections and oversight;
 - g. Soil protection inspections and oversight;
 - h. Performance path tree protection standards and specifications;
 - i. Performance path soil volume standards and specifications; and
 - j. Fees for permit applications, reviews, mitigation, inspections, and violations.

16.32.014 CREATION OF A TREE FUND

A. Establishment

A City Tree Fund is hereby established for the collection of any funds used for the purpose and intent set forth by this chapter.

B. Funding Sources

The following funding sources may be allocated to the Tree Fund:

1. Tree permit revenue;
2. Payments received in lieu of required and/or supplemental plantings;
3. Civil penalties collected pursuant to this chapter;

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4. Agreed-upon restoration payments or settlements in lieu of penalties;
5. Sale of trees or wood from City property;
6. Donations and grants for tree purposes;
7. Sale of seedlings by the City; and
8. Other monies allocated by City Council.

C. Funding Purposes

The Tree Board will provide recommendations to the City Council during each budget cycle for how the fund will be allocated. The City will use the Tree Fund for the following purposes:

1. Expanding, maintaining, and preserving the urban forest within the City;
2. Planting and maintaining trees within the City;
3. Establishing a public tree nursery;
4. Supporting public education related to urban forestry;
5. Assessing urban forest canopy coverage; or
6. Any other purpose related to trees, woodland protection, and enhancement as determined by the City Council.

Article II Street Trees and Public Trees

16.32.020 PLANTING STREET TREES AND PUBLIC TREES

A. Species

Any street tree or public tree, must be a species listed on the Street Tree List unless otherwise approved by the Urban Forester.

B. Spacing, size, and placement

The spacing, size, and placement of street trees and public trees, must be in accordance with a permit issued by the City under this section. The City may approve special plantings designed or approved by a landscape architect, or for ecological restoration projects where trees are likely to be planted at a much higher density to mimic natural conditions in forest regeneration and account for expected mortality.

C. Permit

No person may plant a street tree without first obtaining a permit from the City. A permit application must be submitted in writing or electronically on a form provided by the City. This permit is at no cost.

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16.32.026 MAJOR PRUNING OR REMOVAL OF STREET TREES AND PUBLIC TREES

A. Applicability

1. No person will perform major tree pruning or remove any street tree or public tree without first obtaining a permit issued by the City.
 - a. For public trees, only the City, a public agency charged with maintaining the property, or a utility may submit a permit application.
 - b. For street trees, the applicant must be the City, the owner of the adjacent property, or be authorized in writing by the owner of the adjacent property, where the tree will be pruned or removed.
2. For public trees, this chapter will be applied in conjunction with any applicable standards in Title 19 Zoning.

B. Permit Review Process

1. Application

A permit application must be submitted in writing or electronically on a form provided by the City and be accompanied by the correct fee as established in the Consolidated Fee Schedule.

2. Public Notice and Permit Meeting

Upon the filing of a permit application, the applicant must post notice, unless otherwise exempted in Section 16.32.030, of the major pruning or tree removal permit application on the property in a location that is clearly visible from the public right-of-way. The applicant must mark each street tree or public tree proposed for major pruning or removal by tying or attaching plastic tagging tape to the vegetation. The City will provide the applicant with at least one sign containing adequate notice for posting, tagging tape, and instructions for posting the notice. The notice must state the date of posting and that a major pruning or tree removal permit application has been filed for the vegetation marked by plastic tagging tape. The notice must state that any person may request a meeting with the City within 14 days from the date of posting to raise questions or concerns about the proposed pruning or tree removal prior to issuance of the permit.

If a meeting is requested, it must be held within 14 days of the request. The City will consider all concerns raised at the meeting but will have final decision-making authority over issuance of the permit based on the criteria and approval standards set forth in Subsection 16.32.026.C.

3. Declaration

The applicant will file a declaration on a form provided by the City stating that notice has been posted and that the vegetation proposed for major pruning or removal has been marked. Once a declaration is filed with the City, the City will provide notice of the application to the appropriate NDA.

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C. Review Criteria and Approval Standards

The City may issue the permit, deny the permit, or issue the permit subject to conditions of approval. The City's decision will be final and valid for a period of one year after issuance unless a different time period is specified in the permit. Nothing prevents an applicant from requesting an amendment to an unexpired permit if the conditions and circumstances have changed.

1. Review Criteria

The City will not permit the major pruning or removal of a healthy, functioning street tree or public tree without a demonstration by the applicant that extraordinary circumstances exist. Maintenance or the replacement of sidewalks or curbs, removal of tree litter, or other minor inconveniences do not constitute extraordinary circumstances. Decisions regarding major pruning or removal of healthy, functioning street trees or public trees are fact-specific and are made on a case-by-case basis by the Urban Forester. In determining whether extraordinary circumstances exist that warrant the major pruning or removal of a healthy tree, the Urban Forester will consider:

- a. Whether the species of tree is appropriate for its location;
- b. Whether the species of tree is an invasive species;
- c. Whether the crown, stem, or root growth has developed in a manner that would prevent continued healthy growth or is negatively impacting other trees;
- d. Whether maintenance of the tree creates an unreasonable burden for the property owner; and
- e. Whether the major pruning or removal will have a negative impact on the neighborhood streetscape and any adopted historic or other applicable design guidelines or public utilities.

2. Approval Standards

A permit will be issued only if the following standards are met as determined by the Urban Forester:

- a. The proposed major pruning or tree removal will be performed according to current ISA Best Management Practices. An ISA Certified Arborist will be on site for the duration of any major pruning work.
- b. The street tree or public tree proposed for major pruning or removal meets one or more of the following criteria:
 - (1) The street tree or public tree is dead or dying and cannot be saved as determined by an ISA Certified Arborist in accordance with ISA standards.
 - (2) The street tree or public tree is having an adverse effect on existing adjacent infrastructure that cannot be mitigated by pruning, reasonable alternative construction techniques, or accepted arboricultural practices.

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- (3) The street tree or public tree has sustained physical damage that will cause the vegetation to die or enter an advanced state of decline. The City may require additional documentation from an ISA Certified Arborist to demonstrate that this criterion is met.
 - (4) The street tree or public tree poses an unreasonable risk to the occupants of the property, the adjacent property, or the general public, as determined by an ISA Certified Arborist in accordance with current ISA Tree Risk Assessment standards.
 - (5) Major pruning or removal of the street tree or public tree is necessary to accommodate improvements in the right-of-way or on City-owned land, and it is not practicable to modify the proposed improvements to avoid major pruning or removal.
 - (6) The street tree or public tree is on the Oregon State Noxious Weed List.
 - (7) The street tree or public tree is part of a stormwater management system and has grown too large to remain an effective part of the system.
- c. Any approval for the removal of a healthy street tree or public tree must require the applicant to pay a fee as established in the Consolidated Fee Schedule.

D. Removal of Stumps

All stumps of street trees and public trees must be removed below the surface of the ground so that the top of the stump does not project above the surface of the ground, unless otherwise approved to remain by the City.

E. Performance of Permitted Work

1. All work performed pursuant to a permit issued by the Urban Forester must be completed within the time period specified in the permit unless a different time period is authorized in writing by the Urban Forester.
2. An ISA Certified Arborist must be on site for the duration of any major pruning permit being performed on a public tree or street tree and is responsible for certifying that all arboricultural work is performed in accordance with ISA Best Management Practices.

F. Replanting

The City will require replanting as a condition of permit approval for the major pruning or removal of a street tree or public tree.

1. The replanted tree must be a species included on the Street Tree List unless otherwise approved by the Urban Forester.
2. The City will consider alternative planting locations for street trees when replanting at the location of removal conflicts with surrounding infrastructure and the interference would impair the replanted tree.
 - a. For street trees, replanted trees must be planted within the right-of-way fronting the property for which the permit was issued or, subject to the

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- approval of the Urban Forester and with permission in writing from the adjacent property owner, within the right-of-way fronting the adjacent property.
- b. For public trees, replanted trees must be planted on the land from which the tree was removed unless a different location is approved by the Urban Forester.
 3. In lieu of replanting and subject to approval of the Urban Forester, the City can require the applicant to pay a fee as established in the Consolidated Fee Schedule.
 4. The optimal time of year for planting is from September through April. If planting is necessary in other months, the City may condition permit approval to require extra measures to ensure survival of the newly planted tree.

16.32.028 EMERGENCY REMOVAL OF HAZARDOUS TREES

If a street tree or public tree is determined to be a hazardous tree by the Urban Forester, the City may issue an emergency removal permit. The removal must be in accordance with ISA Best Management Practices and be undertaken with the minimum necessary disturbance to eliminate the imminent danger.

16.32.030 EXEMPTIONS

The following exemptions apply:

A. Permit Exemptions

1. Maintenance

A permit for a street tree or public tree is not required for regular maintenance or minor tree pruning that is less than twenty percent (20%) of the crown or disturbance of roots within a radial distance from the tree of six times the tree's DBH during any 12-month period.

2. Removal

A permit for a street or public tree is not required when it is on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List and less than 2 inches DBH.

B. Public Notice Exemptions

The following street trees and public trees may be removed without public notice subject to the City's review of the application:

1. A street tree or public tree that is dead or infested.
2. A street tree or public tree that is on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List.
3. A street tree or public tree that is considered an unreasonable risk to the occupants of the property, the adjacent property, or the general public as

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determined by an ISA Certified Arborist in accordance with current ISA Tree Risk Assessment standards.

4. A street tree or public tree that is less than 2 inches DBH.

C. Removal Fee Exemptions

A permit for any of the following tree removal situations will not be subject to a removal fee:

1. Public Infrastructure Improvements

The removal of a street tree or public tree during a city public infrastructure improvement project if it is demonstrated that tree planting, establishment, and tree care-related project costs exceed the tree removal fee costs.

2. Private Utility Services

A street tree or public tree that the Urban Forester determines to have an adverse effect on adjacent private utility services.

3. Hazard to Dwelling Units

A street tree or public tree that the Urban Forester determines to threaten the structural integrity of a dwelling unit in a manner that cannot be mitigated by pruning, reasonable alternative construction techniques, or accepted arboricultural practices.

4. Noxious or Invasive Trees

A street tree or public tree that is on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List and is 2 inches DBH or greater.

D. Topping Exemptions

Topping of a street tree or public tree may be exempted only if a determination has been made by the Urban Forester for these instances:

1. Trees severely damaged by storms or other causes, or
2. Trees existing under utility wires or other obstructions where other pruning practices are impractical.

E. Replanting Exemptions

The replanting requirement in Subsection 16.32.026.F is not applicable when the permitted tree that was removed was any of the following:

1. A species on the Oregon State Noxious Weeds List.
2. A dead tree.
3. A hazardous tree.
4. A diseased tree.

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16.32.032 LOW INCOME ASSISTANCE

To the extent that City funds are available, the City Manager may grant a property owner an exemption or a reduction in permit fees, removal fees, replanting fees and/or may provide assistance in removing a dead or diseased street tree in residential zones. Eligibility and extent of assistance will be based on a percentage of the property owner's median household income for the Portland-Vancouver-Hillsboro, OR-WA Metropolitan Statistical Area. A schedule of different fee reductions and exemptions will be determined by the City Manager.

Article III Private Trees in Residential Zones

16.32.042 TREE PRESERVATION AND PLANTING WITH DEVELOPMENT IN RESIDENTIAL ZONES

A. Applicability

The tree preservation and planting standards in this subsection apply in residential zones to the construction of a new residential dwelling unit(s) that results in an increase of building footprint.

B. Tree Preservation Standards

1. Healthy trees are required to be preserved except when their removal is required for construction, demolition, grading, utilities, and other development impacts.
2. Tree removal is not allowed to reduce the on-site existing healthy private tree canopy below thirty percent (30%) unless mitigation is provided according to Subsection 16.32.042.E.
3. Trees listed on the Milwaukie Rare or Threatened Tree List must be prioritized for preservation; if removed, healthy trees from this list will incur an additional fee as listed on the Consolidated Fee Schedule.
4. Non-healthy trees and trees species on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List are not required to be preserved in conjunction with applicable development as established in Subsection 16.32.042.A.

C. Tree Planting Standards

1. Including the preservation of on-site healthy trees, at least forty percent (40%) tree canopy is required for a development site from existing trees or new tree plantings unless mitigation is provided according to Subsection 16.32.042.E.
2. The minimum size of newly planted trees is 1.5-inch caliper for broadleaf trees and 5-feet tall for conifers unless otherwise approved by the Urban Forester. Newly planted trees must be in good health with the size and quality consistent with ISA Best Management Practices and ANSI Z60.1 standards.
3. The species selection and spacing of trees to be planted must be such that it provides for the eventual mature size of the trees. Soil type, soil conditions and other site constraints must be considered when selecting species for planting.

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4. Root barriers must be installed according to the manufacturer's specifications when a tree is planted within 5 feet of pavement or an underground utility box unless otherwise approved by the Urban Forester.
5. Where there are overhead high voltage utility lines, the tree species selected must be of a type that, at full maturity, will not require pruning to avoid interference with the lines.

D. Tree Canopy Calculations and Credits

The following situations are eligible for credit towards tree canopy requirements when trees are planted or preserved in accordance with applicable City standards:

1. On-Site Trees

- a. One hundred percent (100%) of the existing crown area or mature crown area of on-site healthy private trees that are preserved, whichever is greater.
 - (1) In cases where a portion of the crown area of an on-site healthy private tree extends off site, the entire crown area is eligible for credit towards the tree canopy requirements.
 - (2) In cases where a portion of the crown area of an off-site private tree extends on site, the crown area is not eligible for credit towards the tree canopy requirements.
 - (3) Healthy on-site trees with DBH of 12 inches or greater may receive additional canopy credits for existing or future mature crown area to be factored into preservation calculations as defined in the Consolidated Fee Schedule.
- b. Seventy-five percent (75%) of the future mature crown area of planted on-site private trees.

2. Street Trees

- a. Fifty percent (50%) of the existing crown area of street trees that are preserved in the public right-of-way directly abutting the development site.
- b. Fifty percent (50%) of the mature crown area of newly planted street trees in the public right-of-way directly abutting the development site.

3. Interpretations

- a. When the trunk of a tree crosses a property line at ground level it is considered an on-site tree; except that when the trunk crosses a public right-of-way line at ground level, it is considered a street tree for the purposes of these tree planting standards.
- b. Public right-of-way will be considered off-site for the purposes of these planting standard calculations.
- c. Tree species on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List are not to be included in the total canopy calculations.

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- d. The Milwaukie Mature Tree Crown Area Reference List is the primary resource for determining the estimated tree canopy area for various species.

Table 16.32.042.D summarizes the credits eligible for the tree canopy requirements of Section 16.32.042.

Table 16.32.042.D Eligible Credits for Tree Canopy Requirements		
Tree Location	Existing Preserved Trees	Newly Planted Trees
On-Site Trees (Trees located within the tax lot)	100% of existing or future mature crown area, whichever is greater ¹	75% of future mature crown area
Street Trees (Street trees within the adjacent ROW)	50% of existing or future mature crown area, whichever is greater	50% of future mature crown area

¹ Healthy on-site trees with DBH of 12 inches or greater may receive additional canopy credits for existing or future mature crown area—see Consolidated Fee Schedule.

E. Mitigation Fees

If the tree preservation and/or tree planting standards are not met, mitigation fees must be provided to the Tree Fund as follows:

1. The fee in lieu of preservation standard in the Consolidated Fee Schedule, based on the percentage of removed canopy coverage below the thirty percent (30%) minimum tree canopy preservation standard established in Subsection 16.32.042.B.
2. The fee in lieu of planting standard in the Consolidated Fee Schedule, based on the square footage of tree canopy that would be required to meet the forty percent (40%) tree planting standard established in Subsection 16.32.042.C.

F. Variance Procedure

An applicant may apply for a variance to the tree preservation and/or tree planting standards. An application for a variance will be heard and decided by the Planning Commission in accordance with the provisions of Section 19.1006 (Type III review) according to Section 19.911. In addition to meeting the Type III variance approval criteria established in Subsection 19.911.4.B, the applicant is required to demonstrate that equivalent or greater environmental benefits are provided as preserving or planting the required tree canopy.

Examples of activities that may justify a variance include but are not limited to:

1. Use of techniques that minimize hydrological impacts beyond regulatory requirements (examples include porous pavement, green roofs, infiltration planters/rain gardens, flow through planters, LIDA (low impact development approach) swales, vegetated filter strips, vegetated swales, extended dry basins, and constructed water quality wetlands).

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2. Use of techniques that minimize reliance on fossil fuels and production of greenhouse gases beyond regulatory requirements through the use of energy efficient building technologies, on-site energy production technologies, and green buildings standards (Section 19.510).
3. Use of techniques that preserve and enhance wildlife habitat beyond regulatory requirements, including, but not limited to, the use of native plant species in landscape design, , restoration of native habitat and preservation of habitat through the use of conservation easements or other protective instruments.
4. Use of techniques that preserve open space for sustainable urban agriculture through the use of conservation easements or other protective instruments at sites that are not compatible with tree canopy preservation or planting.

G. Tree Protection Standards

Trees to be retained must be protected from development impacts according to the standards in this subsection to be eligible for tree preservation and tree canopy credit. A tree protection plan prepared by an ISA Certified Arborist that demonstrates adequate protection of the trees to be preserved is required. The tree protection plan must be approved by the Urban Forester. Tree protection methods and specifications must be consistent with ISA Best Management Practices using either the prescriptive path or performance path tree protection methods as described below.

1. Prescriptive Path for Tree Protection

a. Root protection zone

- (1) For on-site trees and off-site trees with root protection zones that extend into the site, provide a minimum 1-foot radius (measured horizontally away from the center of the tree trunk) for each inch of trunk diameter at breast height. Root protection zones for off-site trees may be estimated.
- (2) For street trees, the Urban Forester will prescribe the required root protection.

b. Encroachments into a root protection zone

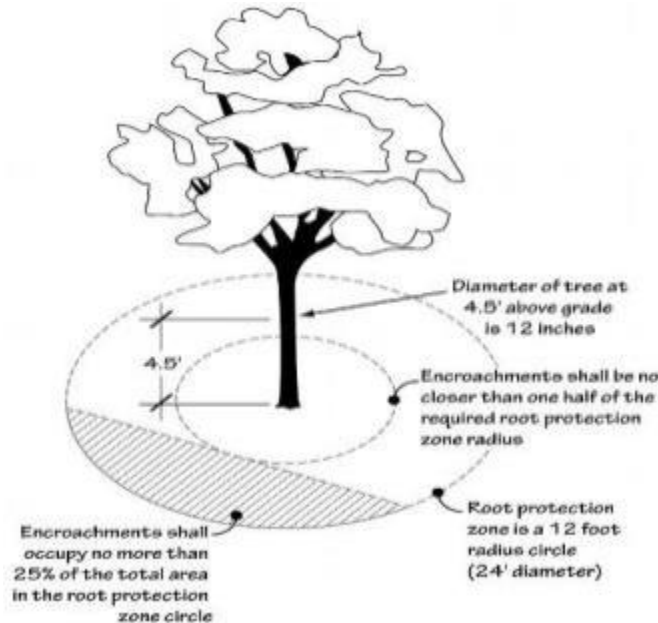
- (1) Existing encroachments into the root protection zone, including structures, paved surfaces and utilities, may remain.
- (2) New encroachments into the root protection zone are allowed provided:
 - (a) The area of all new encroachments is less than twenty-five percent (25%) of the remaining root protection zone area when existing encroachments are subtracted; and
 - (b) No new encroachment is closer than half the required radius distance from the trunk (see Figure 16.32.042.G.1.b).
- (3) Installation of landscaping is not an encroachment.

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- (4) Any in-ground irrigation systems are considered encroachments.

Figure 16.32.042.G.1.b
Example of Permissible RPZ Encroachments



c. Protection fencing

- (1) Protection fencing consisting of a minimum 4-foot-high metal chain link or no-climb horse fence and secured with 6-foot metal posts must be established at the perimeter of the root protection zone and permissible encroachment area on the development site. Existing structures and/or existing secured fencing at least 3.5 feet tall can serve as the required protective fencing. Protection fencing (new or existing) must be sturdy, highly visible, and not easily movable.
- (2) When a root protection zone extends beyond the development site, protection fencing for private trees is not required to extend beyond the development site. Existing structures and/or existing secured fencing at least 3.5 feet tall can serve as the required protective fencing. If prescribed by the Urban Forester, protection fencing for street trees may extend beyond the development site.
- (3) Protection fencing is required to be installed before any ground disturbing activities or construction begins, including clearing and grading, and must remain in place until final inspection.
- (4) Signage designating the protection zone and penalties for violations must be displayed in a prominent location on each protection fence.

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d. Prohibitions within the root protection zone

Except as allowed by Subsection 16.32.042.G.1.b, the following are prohibited within the root protection zone of each tree: ground disturbance or construction activity including vehicle or equipment access (but excluding access on existing streets or driveways), storage of equipment or materials including soil, temporary or permanent stockpiling, proposed buildings, impervious surfaces, underground utilities, excavation or fill, trenching or other work activities.

Variances from the prescriptive path protection standards for off-site trees are prohibited. The Urban Forester's determination of whether the prescriptive path standards are met is final and not subject to appeal.

2. Performance Path for Tree Protection

When the standards of the prescriptive path for tree protection cannot be met, the applicant may propose alternative measures to modify the prescriptive root protection zone and use a performance path for tree protection, provided the following criteria are met as approved by the Urban Forester:

- a. An alternative root protection zone plan is prepared by an ISA Certified Arborist who has examined the specific tree's size, location, and extent of root cover, evaluated the tree's tolerance to construction impacts based on its species and health, and identified any past impacts that have occurred within the root zone.
- b. The alternative root protection zone plan includes the rationale used to demonstrate that the alternate method provides an adequate level of protection based on the findings from a site visit by the project arborist.
- c. If the alternative tree protection method involves alternative construction techniques, the project arborist has provided an explanation of the techniques and materials used.
- d. The protection zone is marked with signage, stating that penalties will apply for violations, and providing contact information for the arborist.

H. Soil Volume Standards

1. General Standards

- a. To be eligible for tree canopy credit as outlined in Subsection 16.32.042.D, planted trees must be provided access to at least 1,000 cubic feet of soil volume according to the standards in this subsection. A soil volume plan prepared by an ISA Certified Arborist is required and must demonstrate that at least 1,000 cubic feet of soil volume is available per tree as determined by the Urban Forester or designee. Soil volume methods and specifications must be consistent with ISA Best Management Practices using either the prescriptive path or performance path soil volume methods. The project

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arborist must verify with the Urban Forester in writing that the soil volume plan has been successfully implemented prior to tree planting.

- b. If the existing soils at the site and abutting sites are determined by the project arborist or Urban Forester to be adequate to support healthy tree growth to maturity based on factors including but not limited to compaction levels, drainage, fertility, pH, and potential contaminants, the existing soils may be used to meet the soil volume requirements.
 - c. The assumed soil volume depth for planting will be 3 feet unless otherwise determined by the project arborist or Urban Forester.
 - d. A soil volume area of at least 333 square feet must be accessible to each tree when the assumed soil volume depth is 3 feet.
 - e. The soil volume areas must be continuous and within a 50-foot radius of the tree to be planted. Continuous soil volume areas must be at least 3 feet wide for the entire area.
 - f. Trees may share the same soil volume area provided that all spacing requirements of this subsection are met.
 - g. Soil contaminants are prohibited from the soil volume areas.
2. Prescriptive Path for Soil Volume
- a. Soil volume areas must be protected from construction impacts through any combination of the following methods:
 - (1) Protection fencing:
 - (a) Fencing consisting of a minimum 4-foot-high metal chain link or no-climb horse fence, secured with 6-foot metal posts established at the edge of the soil volume area on the development site. Existing secured fencing at least 3.5 feet tall can serve as the required protective fencing.
 - (b) When a soil volume area extends beyond the development site, protection fencing is not required to extend beyond the development site. Existing or new secured fencing at least 3.5 feet tall can serve as the required protective fencing.
 - (c) Signage designating the protection zone and penalties for violations must be secured in a prominent location on each protection fence.
 - (2) Compaction prevention options for encroachment into soil volume areas:
 - (a) Steel plates placed over the soil volume area, or
 - (b) A 12-inch layer of coarse wood chips over geotextile fabric continuously maintained over the soil volume area, or

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- (c) A 6-inch layer of crushed gravel over geotextile fabric continuously maintained over the soil volume area.

Variances from the prescriptive path soil volume standards for off-site trees are prohibited. The Urban Forester's determination of whether the prescriptive path standards are met is final and not subject to appeal.

3. Performance Path for Soil Volume

- a. When the standards of the prescriptive path for soil volume cannot be met; or if the existing soils at the site and abutting sites are determined by the Urban Forester to be inadequate to support healthy tree growth to maturity based on factors such as compaction levels, drainage, fertility, pH, and potential contamination prior to or resulting from development, a performance path soil volume plan is required.
- b. Soils in areas of construction access that do not receive compaction prevention treatment and soils in areas of grading, paving, and construction are considered inadequate for tree growth unless a performance path soil volume plan is provided.
- c. The following methods may be addressed in performance path soil volume plans but are dependent on specific site conditions and should be submitted by the applicant on a project basis in coordination with other professionals such as civil and geotechnical engineers, landscape architects, and soil scientists as needed:
 - (1) Compaction Reduction
 - (a) filling
 - (b) backhoe turning
 - (c) subsoiling
 - (2) Soil Amendments
 - (a) organic amendments
 - (b) mineral amendments
 - (c) biological amendments
 - (d) chemical amendments
 - (3) Topsoil Replacement (when soil contamination or soil removal occurs)
 - (4) Soil Under Pavement
 - (a) structural soil cells
 - (b) structural tree soils
 - (c) soil vaults
 - (d) soils under suspended pavement

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I. Application Requirements

For all applicable developments, applications must be submitted by an ISA Certified Arborist that also has the ISA Tree Risk Assessment Qualification (TRAQ). Applications must demonstrate compliance with the applicable provisions of Subsections 16.32.042.B through H. Other professionals such as engineers, landscape architects, soil scientists, and surveyors may assist the project arborist as needed in preparing the required information, but the arborist must organize, review, and approve the final product. The minimum submittal requirements include an inventory of existing trees, tree preservation plan (if applicable), tree planting plan (if applicable), arborist report, and payment of review fee as established in the Consolidated Fee Schedule.

The following establishes requirements for the various submittal components:

1. Tree Inventory

- a. Trees with any of the following characteristics must be inventoried:
 - (1) 6-inch DBH or greater;
 - (2) 2-inch DBH or greater listed on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List; and/or
 - (3) less than 6-inch DBH for species listed on the Milwaukie Rare or Threatened Tree List.
- b. The location of all trees meeting the requirements of 16.32.042.I.1.a. must be identified, including:
 - (1) On-site trees;
 - (2) Trees within abutting public rights-of-way; and
 - (3) Trees on abutting sites and in the abutting right-of-way with root protection zones that extend into the site.

The locations and information for trees on abutting sites may be estimated.
- c. Number each inventoried tree for identification at the site and on the plans.
- d. Identify the common name and scientific name of each inventoried tree.
- e. Measure the DBH of each inventoried tree in inches according to accepted ISA standards.
- f. Measure the approximate average crown radius of each inventoried tree in feet.
- g. Provide the crown area of each inventoried tree using the following formula:
 $(\text{crown radius})^2 \times \pi$.

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- h. Assess the health condition of each inventoried tree using the following categories:
 - (1) Good (no significant health issues)
 - (2) Fair (moderate health issues but likely viable for the foreseeable future)
 - (3) Poor (significant health issues and likely in decline)
 - (4) Very Poor or Dead (in severe decline or dead)
 - i. Identify whether the inventoried tree is on the Milwaukie Rare or Threatened Tree List.
 - j. Identify whether the inventoried tree is proposed for removal or retention.
 - k. Organize the tree inventory information in a table or other format approved in writing by the Urban Forester.
2. Tree Preservation Plan
- a. Provide a site plan drawn to scale.
 - b. Include the existing tree locations and corresponding tree numbers from the tree inventory and identify which trees are subject to potential impacts identified in 16.32.042.I.2.d.
 - c. Identify rare or threatened trees as described in the Milwaukie Rare or Threatened Tree List.
 - d. Identify the following site disturbances to scale:
 - (1) Demolition
 - (2) Tree removal
 - (3) Staging, storage, and construction access
 - (4) Grading and filling
 - (5) Paving
 - (6) Construction of structures, foundations, and walls
 - (7) Utility construction
 - (8) Trenching and boring
 - (9) Excavation
 - (10) Any other demolition or construction activities that could result in ground disturbances and/or tree damage
 - e. Locate tree and soil protection fencing to scale.
 - f. Locate soil compaction prevention methods to scale.
 - g. Identify prescriptive/performance path tree protection and soil volume areas.

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- h. Include tree and soil volume protection specifications from the arborist report on the plans including a detailed description of tree and soil volume protection fencing and signage.
 - i. The elements of the tree preservation plan may be included on multiple plan sheets for clarity.
 - j. The final approved set of construction drawings must include the tree preservation plan to ensure contractors, inspectors, and other professionals have access to the information.
3. Tree Planting Plan
- a. Provide a site plan drawn to scale.
 - b. Include the existing trees to be retained and their crown areas to scale.
 - c. Include the trees to be planted and their mature crown areas to scale based on the Milwaukie Mature Tree Crown Area List.
 - d. Identify the soil volume areas for each tree to be planted to scale.
 - e. For prescriptive/performance path soil volume areas, identify the methods and specifications as applicable for:
 - (1) Protection fencing (including signage details);
 - (2) Compaction Reduction;
 - (3) Soil Amendments;
 - (4) Topsoil Replacement; and/or
 - (5) Soil Under Pavement
 - f. The tree planting should demonstrate consistency with ISA Best Management Practices.
 - g. The elements of the tree planting plan may be included on multiple plan sheets for clarity.
 - h. The final approved set of construction drawings must include the tree canopy plan to ensure contractors, inspectors, and other professionals have access to the information.
4. Arborist Report
- a. Provide a written narrative that summarizes the information from the tree inventory, tree preservation plan, and tree planting plan.
 - b. Provide findings and calculations that demonstrate whether the tree preservation standards in Subsection 16.32.042.B have been met.
 - c. Provide findings and calculations that demonstrate whether the tree planting standards in Subsection 16.32.042.C have been met.

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- d. If the tree preservation and/or tree planting standards have not been met, provide calculations for the applicable tree mitigation fees as required by Subsection 16.32.042.E.
- e. If the applicant is seeking a variance to the tree preservation and/or tree planting standards in place of providing mitigation fees, provide findings that demonstrate the proposal provides equivalent or greater environmental benefits as preserving or planting the required tree canopy consistent as required by Subsection 16.32.042.F.
- f. Provide findings that demonstrate compliance with the tree protection standards in Subsection 16.32.042.G.
- g. Provide findings that demonstrate compliance with the soil volume standards in Subsection 16.32.042.H.

16.32.044 NON-DEVELOPMENT PRIVATE TREE REMOVAL IN RESIDENTIAL ZONES

The City encourages retention of healthy private trees where practical alternatives to removal exist, and where those alternatives meet the owner's objectives for reasonable use and enjoyment of the property. Where there is discretion in a decision about non-development private tree removal, various factors are considered to ensure that significant adverse impacts are avoided or mitigated, weighing the broader economic, ecological, and community concerns.

A. Applicability

A permit is required prior to the removal of the following private trees in residential zones:

1. Trees that are at least 6-inch DBH.
2. Trees that are less than 6-inch DBH as specified on the Milwaukie Rare or Threatened Tree List.
3. Trees that were planted to meet any requirements in Subsections 16.32.042 and 16.32.044.

B. Permit Exemptions

Tree removal permits are not required in residential zones when:

1. Tree removal is approved with development as provided in Subsection 16.32.042.A.
2. The removal of trees that are grown for commercial agricultural or horticultural purposes including fruit trees, nut trees, or holiday trees.

C. Applications

An application for a tree removal permit must be made upon forms prescribed by the City and contain the following:

1. Photograph(s) that clearly identify the tree(s) proposed for removal.

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2. The number, DBH, species, and location of the trees proposed to be cut on a site plan of the property drawn to scale.
3. Information as to whether the tree is within a Habitat Conservation Area overlay district or is part of an approved landscape or mitigation plan.
4. Any additional information required by the City.
5. An application for a tree cutting permit must be accompanied by the correct fee as established in the Consolidated Fee Schedule.

D. Type 1 Tree Removal Permit

Type 1 tree removal permits are technical determinations regarding the facts of a particular request and the application of City standards to ensure that work is performed in accordance with best management practices to protect trees, the public, and public infrastructure, and to ensure appropriate tree replacement. Type 1 permits are reviewed administratively by the Urban Forester without public notice, and the decision may be appealed to the City Manager by the applicant.

1. Application Requirements

- a. Applications for a Type 1 tree removal permit must meet the submittal requirements of Subsection 16.32.044.C.
- b. Additional information may also be required.
 - 1) If the Urban Forester requires additional information to review an application, the Urban Forester will send a notice to the applicant requesting the additional information.
 - 2) The applicant will have a maximum of 30 days from the date of the Urban Forester's notice to submit the additional information.
 - 3) If the additional information is not received by the Urban Forester within 30 days from the date of the Urban Forester's notice, the application will be voided on the 31st day, with no refund of the filing fee.

2. Approval Criteria

A Type 1 permit will be issued only if the following criteria are met, as determined by the Urban Forester:

- a. The proposed tree removal will be performed according to current ISA Best Management Practices.
- b. The tree proposed for removal meets one or more of the following criteria:
 - (1) The tree is dead or dying and cannot be saved as determined by an ISA Certified Arborist in accordance with ISA standards.
 - (2) The tree has sustained physical damage that will cause it to die or enter an advanced state of decline. The City may require additional

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documentation from an ISA Certified Arborist to demonstrate that this criterion is met.

- (3) The tree is having an adverse effect on adjacent infrastructure or buildings that cannot be mitigated by pruning, reasonable alternative construction techniques, or accepted arboricultural practices.
- (4) The tree poses an unreasonable risk to the occupants of the property, the adjacent property, or the general public, as determined by an ISA Certified Arborist in accordance with current ISA tree risk assessment standards.
- (5) The tree is on the Oregon State Noxious Weed List or the Milwaukie Invasive Tree List.
- (6) The tree is part of a stormwater management system and has grown too large to remain an effective part of the system.
- (7) The tree location conflicts with areas of public street widening, construction, or extension as shown in the Transportation System Plan and there is no practicable alternative to removing the tree.
- (8) Tree removal is required for the purposes of a building or land use permit, utility or infrastructure installation, or utility or infrastructure repair and there is no practicable alternative to removing the tree.
- (9) The tree is recommended for removal by a designated fire marshal for Clackamas County because it presents a significant fire risk to habitable structures or limits emergency access for rescue workers, and the risk or access issue cannot be abated through pruning or other means that would result in tree retention.
- (10) An ISA Certified Arborist determines that thinning of interior trees within a stand of trees is necessary for overall stand health, the thinning will result in no less than eighty percent (80%) canopy cover at maturity for the area to be thinned, and that thinning of non-native trees is maximized prior to thinning of native trees.
- (11) Healthy trees. One (1) healthy tree may be removed per tax lot per 12-month period if the tree is less than 12 inches in diameter at breast height and is not required to be preserved by a condition of a land use review, a provision of Chapter 16.32 or Title 19, or as part of a required stormwater facility.

3. Mitigation Requirements

Unless removed for thinning purposes (Subsection 16.32.044.D.2.b(10)) or invasive species status (Subsection 16.32.044.D.2.b.(5)), replacement of a removed tree is required as mitigation. The Urban Forester will condition the removal of each healthy tree upon the planting of a replacement tree as follows:

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- a. The minimum size of replacement trees is 1.5-inch caliper for broadleaf trees and 5-foot tall for conifers unless otherwise approved by the Urban Forester. Trees planted must be in good health with the size and quality consistent with ISA Best Management Practices and ANSI Z60.1 standards.
- b. Replacement trees must be planted in a manner consistent with ISA Best Management Practices.
- c. The replacement tree must substantively replace the function and values of the tree that was removed wherever practicable. For example, a long-lived evergreen native tree that abuts a designated natural resources area (as per Section 19.402) must be replaced with a long-lived evergreen native tree that abuts a designated natural resources area.
- d. If planting a replacement tree is not practicable, the Urban Forester may allow a tree replacement fee in lieu according to the Consolidated Fee Schedule.

4. Decision by the Urban Forester

- a. The Urban Forester's decision will be based on an evaluation of the facts and applicable standards and review criteria in Subsection 16.32.044.D.2.
- b. The Urban Forester may issue the permit, deny the permit, or may apply conditions of approval to the permit to ensure the request complies with the applicable review criteria and standards.
- c. Any work done under a permit must be performed in strict accordance with the terms and provisions of this chapter and conditions of approval of the permit.
- d. The Urban Forester must notify the applicant of the decision in writing.
- e. If no appeal is filed as specified in Subsection 16.32.044.H, the decision of the Urban Forester is final.

E. Type 2 Tree Removal Permit

A Type 2 tree removal permit may be approved by the Urban Forester if the Type 1 tree removal approval standards cannot be met. Type 2 permits involve the consideration of relevant technical and qualitative factors to prevent risks to public health and safety and to ensure that the impacts of tree removal are mitigated. Type 2 permits are reviewed administratively by the Urban Forester. The Type 2 process is more discretionary than the Type 1 process and may consider a range of options for approving, approving with conditions, or denying a tree removal permit application.

1. Application Requirements

- a. Applications for a Type 2 tree removal permit must meet the submittal requirements of Subsection 16,32.044.C.

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- b. Additional information may also be required.
 - 1) If the Urban Forester requires additional information to review an application, the Urban Forester will send a notice to the applicant requesting the additional information.
 - 2) The applicant will have a maximum of 30 days from the date of the Urban Forester's notice to submit the additional information.
 - 3) If the additional information is not received by the Urban Forester within 30 days from the date of the Urban Forester's notice, the application will be voided on the 31st day, with no refund of the filing fee.

2. Review and Approval Criteria

The City will not issue a Type 2 permit for the removal of a healthy, functioning tree without a demonstration by the applicant that extraordinary circumstances exist. Maintenance or the replacement of pavement, removal of tree litter, or other minor inconveniences may or may not constitute extraordinary circumstances.

Decisions regarding removal of healthy, functioning trees are fact-specific and are made on a case-by-case basis by the Urban Forester. In determining whether extraordinary circumstances exist that warrant the major pruning or removal of a healthy tree, the Urban Forester will consider:

- a. Whether the species of tree is appropriate for its location;
- b. Whether the species of tree is an invasive species;
- c. Whether the crown, stem, or root growth has developed in a manner that would prevent continued healthy growth or is negatively impacting other trees;
- d. Whether maintenance of the tree creates an unreasonable burden for the property owner; and
- e. Whether the removal will significantly affect public safety or neighborhood character based on the following:
 - (1) The age, size, form, species, general condition, pruning history and any unique qualities or attributes of the trees;
 - (2) The cumulative impacts of current and prior tree removals in the area; and
 - (3) When the tree is associated with a grove, whether removal of the tree will have a significant adverse impact on the viability of other trees or make other trees considerably more vulnerable to windthrow.

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3. Mitigation Requirements

Replacement of a removed tree is usually required as mitigation. The Urban Forester will at a minimum condition the removal of a tree based on Subsection 16.32.044.D.3 (planting standards and exceptions for thinned or invasive-species trees). In addition, the Urban Forester will condition the removal of each tree upon the planting of additional replacement tree(s) as outlined in Table 16.32.044.E.3:

Table 16.32.044.E.3 Required Replacement Trees for Type 2 Permits		
Diameter at Breast Height (DBH) of Tree Removed	Number of Additional Trees Required Beyond 1:1 Replacement	Total Replacement Trees Required
6" DBH to <12" DBH		1 tree
12" DBH to <24" DBH	1 tree	2 trees
24" DBH to <36" DBH	2 trees	3 trees
36" DBH or greater	3 trees	4 trees

4. Decision by the Urban Forester

- a. The Urban Forester’s decision must be based on an evaluation of the facts and applicable standards and review factors in Subsection 16.32.044.E.2.
- b. The Urban Forester may issue the permit, deny the permit, or may apply conditions of approval to the permit to ensure the request complies with the applicable review factors and standards.
- c. Any work done under a permit must be performed in strict accordance with the terms and provisions of this chapter and conditions of approval of the permit.
- d. The Urban Forester must notify the applicant of the decision in writing.
- e. If no appeal is filed as specified in Subsection 16.32.044.E.5, the decision of the Urban Forester is final.

5. Appeals

The applicant may appeal the Urban Forester's decision.

- a. Appeals must be:
 - 1) Filed with the Urban Forester on forms prescribed by the City;
 - 2) Filed within 14 days from the date of the Urban Forester's decision; and
 - 3) Specifically identify how the Urban Forester erred in applying the standards or review criteria.

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- b. Appeals are heard by the City Manager.
 - 1) The City Manager will consider the application against the applicable standards or review criteria, taking into consideration information provided by the applicant and City staff.
 - 2) The City Manager may affirm or reverse the Urban Forester's decision or remand the decision to the Urban Forester to determine appropriate mitigation.
 - 3) The appeal decision of the City Manager is final and may not be appealed to another review body within the City.

Article IV Miscellaneous Provisions

16.32.080 PROGRAMMATIC PERMITS

Programmatic permits may be issued by the Urban Forester for routine public facility or utility operation, planned repair and replacement, and on-going maintenance programs on street trees, public trees, and private trees. The purpose of a programmatic permit is to eliminate the need for individual permits for tree removal, pruning, or for ongoing activities that cover a wide geographic area and may include the pruning or removal of numerous street trees, public trees, and private trees. Programmatic permits are evaluated to prevent cumulative adverse impacts to the urban forest and ensure that any permitted activities meet the goals and objectives of the Urban Forest Management Plan.

A. Applicability

Programmatic permits may only be issued to a public agency or a utility as defined in this chapter.

B. Application Requirements

Applications for programmatic permits must be submitted in writing or electronically on forms provided by the City and be accompanied by the correct fee.

C. Permit

Approved permits must include the following required information. The Urban Forester may modify the permit at any time to respond to any questions, changes in regulations, or previously unforeseen issues, provided the applicant is notified in writing.

- 1. Duration. The Urban Forester may approve a programmatic permit for a period of up to 2 years;
- 2. Geographic area covered by the permit;
- 3. Permitted activities and any restrictions on the method, number, type, location, or timing of activities;

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4. Procedures and thresholds for providing notice to residents, businesses, and the City impacted by the performance of work under the permit;
5. Monitoring, performance tracking, and reporting requirements. The Urban Forester may prescribe rules or procedures that specify the manner in which such tracking and reporting occur; and
6. Traffic control requirements.
7. Annual Report

On the anniversary of permit issuance, the applicant must submit an annual report on a form supplied by the City detailing any work performed under the permit and any work scheduled to be performed.

8. Tree Size Limits
 - a. The programmatic permit will not allow the removal of trees 6" or more in diameter at breast height, except as provided in this section.
 - b. If an applicant requests removal of a healthy tree 6" or more in diameter at breast height at time of application or during the period in which the programmatic permit is in effect, an opportunity for public comment will be provided in accordance with Subsection 16.32.026 B.2
 - c. For any request, the Urban Forester may further limit allowed tree removal in order to meet the review criteria in Subsection 16.32.028F.
9. Tree Work

All work performed under a programmatic permit must be performed in accordance with ISA arboricultural practices.

D. Completeness

1. If the Urban Forester determines an application is incomplete, the Urban Forester will provide written notice to the applicant that describes the additional information needed.
2. The applicant must submit the additional information within 30 days from the date of the notice unless extended in writing by the Urban Forester.
3. If the applicant does not furnish the additional information within 30 days from the date of the notice or any extension granted in writing by the Urban Forester, the application will be denied.

E. Notice of Complete Application

When the Urban Forester determines that the application is complete, the Urban Forester must provide written notice that the application is complete to the applicant and the Tree Board. The notice must provide instructions for how to obtain additional information about the application, comment on the application, and request notification of the Urban Forester's decision.

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F. Review Criteria

The Urban Forester may approve a programmatic permit upon a determination that the following criteria are satisfied or will be satisfied with conditions:

1. The proposed activity will result in a net gain to the urban forest functions and benefits described in the purpose statement in Subsection 16.32.005 considering the applicant's proposed performance measures, proposed tree planting, and other activities proposed to improve the overall health of the urban forest.
2. The applicant's proposed outreach and notification program provides adequate notice to residents, businesses, and the City prior to performing work authorized under the programmatic permit.

G. Decision

The Urban Forester must issue the permit, issue the permit with conditions of approval, or deny the permit within 120 days of determining the application is complete. The Urban Forester's decision will be final and, if approved, the permit will be valid for a period of up to two years. An applicant may request an amendment to an unexpired permit if the conditions and circumstances have changed. The Urban Forester's decision will be based on an evaluation of the application against the applicable review criteria in Subsection 16.32.028 F.

H. Revocation

The Urban Forester may revoke a programmatic permit upon a determination that the applicant is not adhering to the terms of the permit or is acting beyond the activities authorized by permit.

16.32.082 COORDINATION WITH OTHER REGULATIONS

A. Street, Sidewalk, Traffic Control Devices, and Vision Clearance

Subject to enforcement under Chapters 12.12 and 12.24, property owners for public trees and private trees, and adjoining property owners for street trees, must not allow any tree to overhang any street, sidewalk or obstruct traffic control devices or inhibit the safe use at intersections within the City.

B. Dead, Decaying, Dangerous, Diseased, or Infested Tree or Tree Limb Removal

Subject to enforcement under Subsection 8.04.110B, the City may require the removal of any tree or tree limb that is dead, decaying, dangerous, diseased, or infested and that poses a significant risk to the public, adjoining property or the urban forest as determined by the Urban Forester.

Removal under this section must be completed within the time period specified in a written notice unless extended in writing by the Urban Forester.

The responsible party must notify the City in writing when the required removal has been completed.

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If the responsible party does not remove the dead, decaying, dangerous, diseased, or infested tree or tree limb, the vegetation will be declared a nuisance and will be subject to further enforcement pursuant to Chapter 8.04.

In cases where the owner demonstrates extreme financial hardship, the City Manager may grant a cost waiver in accordance with Section 16.32.032.

C. Business Tax or Metro License Required

Subject to enforcement under Chapter 5.08, all businesses doing arboricultural work within the City must have paid the Milwaukie business tax or have a current business license with the Metropolitan Service District.

D. Zoning Code

In addition to Chapter 16.32 and subject to enforcement under Section 8.04.135, trees are required to be preserved, planted, and permitted for removal under:

1. Section 19.401 Willamette Greenway
2. Section 19.402 Natural Resources
3. Section 19.606 Parking Lot Standards
4. Section 19.708 Transportation Facility Requirements

E. Tree Board

The Tree Board is an advisory board to the City Council, with duties and responsibilities established in Section 2.13.

Article V Enforcement and Penalties

16.32.100 ENFORCEMENT

A. Interpretations

1. A tree that is removed without an approved removal permit will be considered an unpermitted healthy tree removal.
2. Tree topping, unless otherwise permitted, will be an unpermitted healthy tree removal.
3. If a tree is removed without a permit, a violation will be determined by measuring the stump. A stump that is eight (8) caliper inches or more in diameter will be considered prima facie evidence of a violation of this chapter.
4. Proof of violation of this chapter will be deemed prima facie evidence that such violation is that of the owner of the property upon which the violation was committed.

B. Violations

The following are considered violations of the tree code (Chapter 16.32).

1. Removal or Topping. Removal or topping of a tree regulated by Chapter 16.32 without an approved permit from the City.

DRAFT MILWAUKIE TREE CODE – CLEAN

Suggested Revisions Winter 2024

2. Removal – Approved Permit. Removal of a tree in violation of an approved permit.
3. Damaging a Tree. Willfully or negligently damaging a tree regulated by Chapter 16.32.
4. Failure to Comply with Permit. Failure to meet a condition of an approved permit.
5. Major Pruning without a Permit. Major pruning of a street tree or public tree without an approved permit from the City.
6. Interference with the City. No person will prevent, delay, or interfere with the Urban Forester or designee while they are engaged in work activities including, but not limited to inspection of trees subject to the provisions of this chapter, planting, cultivating, mulching, pruning, spraying, or removing any street tree, public tree, or private tree.
7. Removal of Stump. Removal of the stump of a tree removed without a tree removal permit.
8. Root Protection Zone Disturbance. Willfully or negligently do the following in the Root Protection Zone (RPZ): ground disturbance or construction activity including vehicle or equipment access (but excluding access on existing streets or driveways), storage of equipment or materials including soil, temporary or permanent stockpiling, proposed buildings, impervious surfaces, underground utilities, excavation or fill, trenching or other work activities.
9. Soil Contamination. Willfully or negligently allow soil contaminants in the soil volume area.

C. Penalties

The following penalties may apply to violations of the provisions of Chapter 16.32:

1. A person who violates Chapter 16.32 will, upon conviction thereof, be punished by a fine not to exceed an amount established in the Consolidated Fee Schedule.
2. Topping, pruning, or otherwise inflicting willful and negligent damage to a tree crown or roots in a manner that is inconsistent with ISA Best Management Practices:
 - a. A fine up to the amount established in the Consolidated Fee Schedule or up to the appraised loss in value of the illegally topped or pruned tree as determined by an ISA Certified Arborist plus the arborist's reasonable appraisal fee.
 - b. Restoration of the tree crown, trunk, or root system as prescribed by an ISACertified Arborist and approved by the Urban Forester.
3. Tree protection zone violations:
 - a. A fine up to the amount established in the Consolidated Fee Schedule.

DRAFT MILWAUKIE TREE CODE – CLEAN

Suggested Revisions Winter 2024

- b. Restoration of the tree protection zone as prescribed by an ISA Certified Arborist and approved by the Urban Forester.
4. General Penalty
- a. A person violating any of the provisions of this chapter will, upon conviction thereof, be punished by a fine not to exceed one thousand dollars (\$1,000.00), if there is not a corresponding fine in the Consolidated Fee Schedule.
 - b. Each day's violation of a provision of this chapter constitutes a separate offense.

Tree Code Cleanup

March 5, 2024

Courtney Wilson

Urban Forester

Tim Salyers

Code Compliance Coordinator



Milwaukie's regulated tree types:

PUBLIC TREES



- Reg. at ≥ 2 " DBH*
1. Major pruning permit
 2. Removal permit

PRIVATE RESIDENTIAL DEVELOPMENT TREES



- Reg. w/ additional dwelling unit*
1. 4 development standards
 - 2.

PRIVATE RESIDENTIAL NON-DEVELOPMENT TREES



- Reg. at ≥ 6 " DBH*
1. Type 1 'qualified' permit
 2. Type 2 'discretionary' permit

Overview of code changes:

- Overall Look and Organization
 - Added “Articles” for better organization.
 - Removed redundancies.
 - Provided space for potential growth.
 - Moved Tree Board to Title 2.
- Enforcement Improvement
 - Consolidated enforcement codes.
 - Violations are now clearly stated.



Overview of code changes:

• Definitions

"Building footprint" means the area covered by the outer structural walls of a building, measured in sq ft. Included in the calculation of footprint are: roofed structures that are not fully enclosed; building features such as patio covers, roofed porches, and decks; or similar features with a surface height of more than 18 in above average grade. Footprint does not include eaves.

"Damaged tree" means a tree that is damaged or knocked down to the extent that mortality or serious deterioration is likely to occur or partially pushed over so as to result in permanent lean or visible damage to the root system.

"Healthy tree" means a tree that is rated by a professional with expertise in the field of forestry or arboriculture as **being in fair** or better condition using ISA Best Management Practices.

"Major tree pruning" means **the trimming or** removal of ~~over twenty percent (20%)~~ **or more** of the live crown, or removal of or injury to roots within a radial distance from the tree of six times the tree's DBH ~~over 15% of the root system~~ during any 12-month period.

"Topping" means the ~~inappropriate~~ pruning practice used to reduce tree height by cutting to a predetermined crown limit without regard to tree health or structural integrity. **Topping** does not include acceptable pruning practices as described in the American National Standards Institute (ANSI) "A-300 Pruning Standards" and companion "Best Management Practices for Tree Pruning" published by the International Society of Arboriculture, such as crown reduction, utility pruning, or crown cleaning to remove a safety hazard, dead or diseased material. Topping is considered "tree removal".



TOPPING

Damaging removal of tree canopy, improper pruning



POLLARDING

Pruning technique started at young age

Violations:

Public tree code example MMC 16.32.040

16.32.040 PENALTY

A person who removes a street tree or public tree without first obtaining the necessary permit from the City, removes a tree in violation of an approved permit, or violates a condition of an approved permit must pay a fine in an amount established in the Master Fee Schedule. (Ord. 2216 § 2, 2022; Ord. 2197 § 1, 2020; Ord. 2141 § 1, 2017; Ord. 2116 § 1, 2016; Ord. 2022 § 1, 2011)

Creating separate
violations and penalty
sections

1. Violations: The following are considered violations of the tree code MMC 16.32.017-16.32.030. A tree that is removed without an approved removal permit will be considered an unpermitted healthy tree removal:

- a. Removal or topping of a street tree or public tree without an approved permit from the City; or
- b. Removal of a street tree or public tree in violation of an approved permit; or
- c. Willfully or negligently damaging a street tree or public tree; or
- d. Failure to meet a condition of an approved permit.

2. Penalties:

A person who violates MMC 16.32.017-16.32.030 or 16.32.040.1.a-d. must pay a fine in an amount established in the Fee Schedule.

Administrative changes

- Removed public notice requirement for public tree removals that meet the following criteria:
 - Dead
 - Infested
 - Listed on Oregon Noxious Weed list or Milwaukie Invasive Tree List
- Removed public notice requirements for Type II tree removals over 12" DBH

B. Public Notice Exemptions

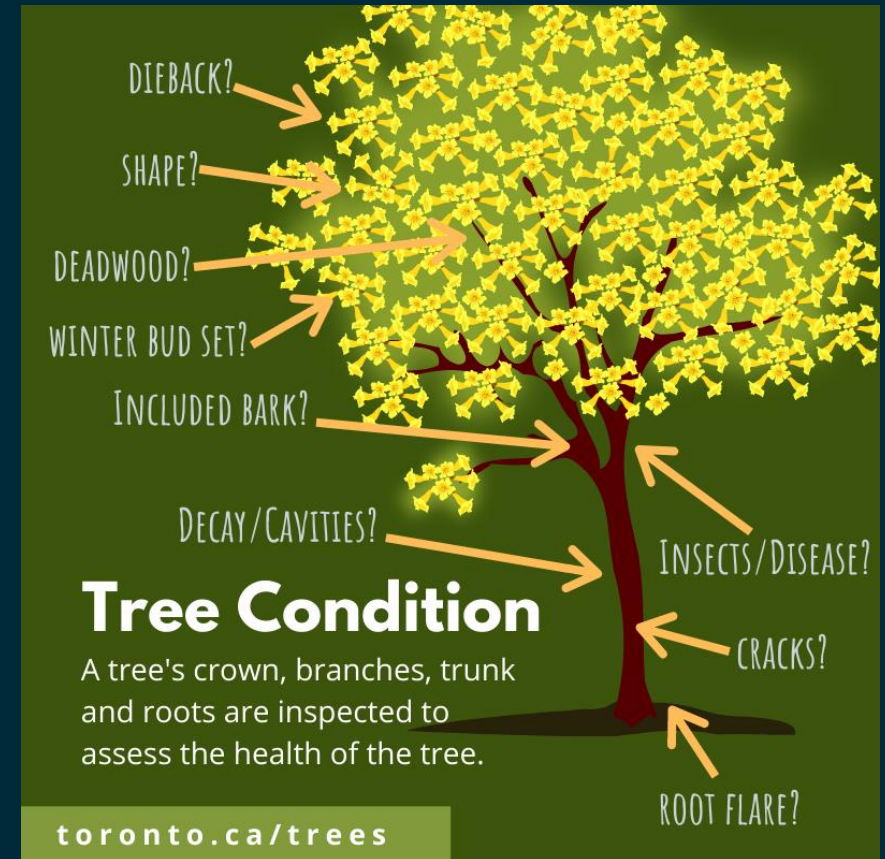
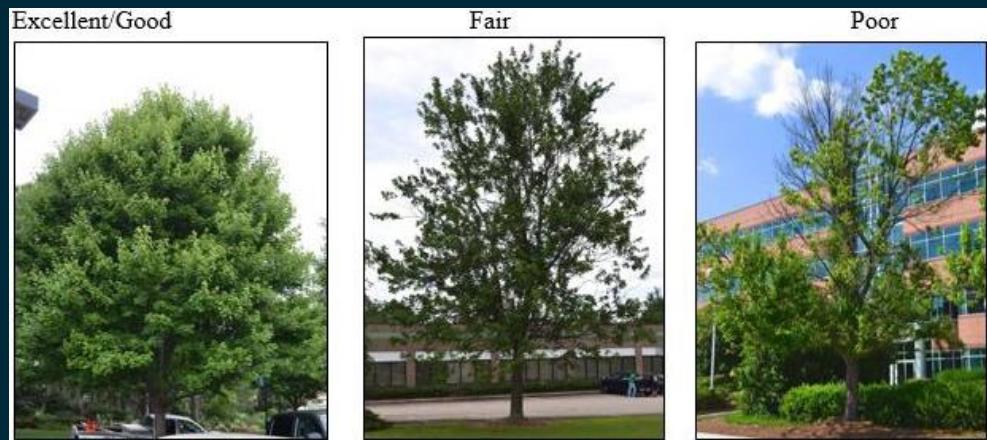
The following street trees and public trees may be removed without public notice subject to the City's review of the application:

1. A street tree or public tree that is dead or infested.
2. A street tree or public tree that is on the Oregon State Noxious Weed List or Milwaukie Invasive Tree List.

~~4) Public notice is required if the tree is healthy and larger than 12 inches DBH.~~

Overview of code changes:

- Only healthy condition trees count towards planting standard (40% canopy coverage) requirement
- Removal of private development code application when no building footprint expansion
 - *non-development tree code still applies*



Next steps for code cleanup

- Accept feedback and translate into code changes
 - Review with code compliance
- Bring back to council with fee schedule changes for adoption
- Modify outreach/informational materials



Thank you!



Questions?

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www.milwaukieoregon.gov/trees



COUNCIL STAFF REPORT

To: Mayor and City Council
Ann Ober, City Manager

Date Written: Feb. 22, 2024

Reviewed: Peter Passarelli, Public Works Director, and
Sasha Freeman, Administrative Specialist II

From: Adam Moore, Parks Development Coordinator

Subject: Milwaukie Neighborhood Parks Council Update

ACTION REQUESTED

Staff will provide an update on the Milwaukie Neighborhood Parks Project

HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**Park Development Project**

[September 14, 2021](#): The park development project was presented by staff and discussed by Council during a study session.

[January 4, 2022](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[January 18](#): Council adopted a resolution authorizing a grant agreement with the State of Oregon Department of Administrative Services (DAS).

[February 1](#): Council adopted a resolution authorizing a contract for park design and development services with GreenWorks, P.C.

[June 7](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[September 20](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[November 1](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[December 6](#): Council approved the concept plans for Scott Park, Bowman-Brae Park, and Balfour Park by resolution.

[July 11](#): An update on the status of the park development project was presented by staff and discussed by Council during a study session.

[August 8](#): The Planning Commission held hearings on Balfour Park and Bowman-Brae Park.

[October 3](#): An update on the status of the park development project was presented by staff and discussed by Council during a regular session.

[February 6](#): Council adopted Resolution 5-2024 authorizing construction of all three parks.

ANALYSIS

At the March 5 work session staff will provide an update on the Milwaukie Neighborhood Parks project. The update will include highlights of community engagement from October 2023, preliminary construction timelines and sequencing, and answer questions on construction impacts on the community. Staff will also touch on general economic and community impacts of park development. A full summary of community engagement and frequently asked questions on the project from October 2023 is attached.

On February 6, Council authorized staff to enter a contract with Paul Brothers, Inc. to construct all three parks. That contract was executed on February 21. Staff will oversee the construction and coordinate with GreenWorks, P.C, the technical construction managers on the project, and Northwest Playgrounds, Inc. who will be supplying and installing playground equipment at all three parks. Date of substantial completion for all three parks is October 11, 2024.

A community event to kick-off construction will be held at Balfour Park on Saturday, March 9 from 10:00 a.m. to 11:30 a.m. The community is invited to enjoy brief remarks, a kick-off ceremony, yard games, and refreshments. Please note, parking near Balfour Park is limited. Carpooling, bicycling or walking to the event is encouraged. For more information, the community is encouraged to contact parkprojects@milwaukieoregon.gov. More information can be found on the city's website.

Staff will work with the city's Arts Committee and Parks and Recreation Board (PARB) to select an artist to provide public art in Scott Park in accordance with Milwaukie Municipal Code (MMC). Further details on the artist selection process and timeline for public art will be provided in future updates.

Regular monthly updates on the project and construction status will be provided at PARB meetings. Currently the project is under budget with a healthy contingency and on time for completion in the fall of 2024.

CLIMATE IMPACTS

The park development project will help the city address climate change adaptation and mitigation goals at the neighborhood level. This project will add park amenities, vegetation, stormwater facilities, and permeable sidewalks to existing city parkland. These new park amenities have the potential to limit automotive trips as residents living in the three Milwaukie neighborhoods will have developed parks within a walkable distance of their homes.

Additional trees and plants will help meet the city's 40% tree cover goals, while small rain gardens will help with storm water detention. Any development project will have a carbon footprint, though this project will strive to keep its carbon footprint small using natural, recycled, and/or locally sourced products wherever possible.

BUDGET IMPACTS

Staff will work on a budget amendment to account for any revenue and expenses in the fiscal year the grants are received. This grant is a reimbursable grant, and this project is primarily paid for with federal American Recovery Plan Act (ARPA) funds received through the state, which makes up most of the match. A donation from the Ardenwald-Johnson Creek Neighborhood District Association (NDA) through the Milwaukie Parks Foundation is supporting Balfour Park construction. City staff are negotiating the award of a donation from

the Ledding Library Foundation for Scott Park and city funds from the safe streets project to connect neighborhoods together through Scott and Balfour Parks.

WORKLOAD IMPACTS

Public works staff will be leading the effort to develop these three parks while coordinating with other city departments and outside agencies as required. Under the direction of the public works director, the parks development coordinator will collaborate with North Clackamas Parks and Recreation District (NCPRD) staff where appropriate, and staff in the city manager's office and the planning and engineering departments. In addition to Council, other public boards, and commissions, such as the Equity Steering Committee (ESC), PARB, and the Planning Commission will all be engaged, particularly as park master plans are created and refined. Staff will manage workloads and currently have the capacity to manage the work detailed in this report.

COORDINATION, CONCURRENCE, OR DISSENT

Development of new public recreation space will require close collaboration between departments within the city, related outside agencies, and the public.

STAFF RECOMMENDATION

Provide direction on future engagement and project management.

ALTERNATIVES

Not applicable.

ATTACHMENTS

1. Summary of Community Engagement and FAQ – October 2023

MILWAUKIE PARK DEVELOPMENT PROJECT: FINAL PARK DESIGNS

OCTOBER 2023 ENGAGEMENT SUMMARY AND FREQUENTLY ASKED QUESTIONS ON FINAL PARK DESIGNS



Prepared by

City of Milwaukie



October 2023

Introduction

For the final phase of engagement of the City of Milwaukie's Parks Development Project, the city held an open house at **Scott Park on October 8 from 11:00 a.m. to 1:00 p.m.** and conducted online engagement between October 3 and October 17. Participants could view final park and playground designs for Scott, Balfour, and Bowman-Brae Parks, provide input on the designs, and give feedback on what they would like to see in future projects. The surveys, project information, and graphics were bilingual in English and Spanish and interpreters were available in Spanish at the open house, if needed.

The open house included facepainting, an inclusive park design workshop by the Children's Healing Art Project (CHAP), a story time performance from Nikki Brown Clown, and a musical performance by Ants Ants Ants. Pip's Mobile Doughnut and Chai was available for all participants. It is estimated that between 350 and 450 people attended the open house.

Participation Breakdown & Response Summary

At the open house, **140 surveys** were completed for all three parks. In many cases groups of people or families participated in the engagement together making the total number of participation difficult to determine. Park specific surveys were completed online with an additional **23** surveys for **Scott Park**, **20** additional surveys for **Balfour Park**, and **14** online surveys for **Bowman-Brae Park**. Below is a look at some select information on who participated in this round.

It should be noted that many people did not fill out the full survey at the open house, or that many surveys were completed by groups of people or families. It may be possible that some people filled out multiple surveys, so it is not clearly known how many unique people participated in this round of engagement. A full breakdown of each answer is available at the end of this summary.

- **79%** of **163** surveys came from people who answered that they felt the final design for **Scott Park** met their needs with **15%** unsure or neutral on the topic.
- **70%** of **160** of surveys came from people who answered that they felt the final design for **Balfour Park** met their needs with **17%** unsure or neutral on the topic.
- **67%** of **154** surveys came from people who answered that they felt the final design for **Bowman-Brae Park** met their needs with **20%** unsure or neutral on the topic.
- **47%** of surveys came from people who answered that they were new to the Milwaukie planning process.
- **16%** of the surveys came from people who self-identified as being more than one race or ethnicity or from a non-white race or ethnicity.
- **49%** of surveys came from people who stated that they live within a city of Milwaukie neighborhood.
- **20%** of surveys came from people who stated that they are living with a disability.
- **18%** of surveys came from households with incomes near or below the area median (\$75,000 or below).

Engagement Notification and Outreach Strategy

Stakeholders were invited to this final round of meaningful engagement via postcards, emails, social media, and digital flyers distributed to elementary schools, as well as flyers at other events, city buildings, partnership organizations and local businesses.

Like the kick-off event in May 2022 and the final concept plan engagement, postcards in English and Spanish were sent to the 97222-zip code and carrier routes covering Milwaukie's Urban Growth Management Area (UGMA). This strategy comes out of the project public involvement plan (PIP) that was put together with the city's **Equity Steering Committee (ESC)**, **Parks and Recreation Board (PARB)**, city and North **Clackamas Parks and Recreation District (NCPRD)** staff in the spring of 2022.

Reaching out to those who live near Milwaukie or who might have a Milwaukie mailing address was seen as important for several reasons. Including people who live just outside the city's current limits, though live within the NCPRD district area, was viewed as one way that we could help advance the city's partnership with NCPRD and help meet the city's goals for equity, diversity, and inclusion. Many of these people have Milwaukie mailing addresses, utilize Milwaukie's parks or the **Ledding Library**, and (through a process of annexation) could one day be Milwaukie residents, therefore inviting them to participate in the planning and design process was seen as important.

Another way that the project's PIP works to advance the city's equity goals through engagement was to conduct pop-up engagement at local events which have an equity focus. During the playground design phase of the project, for example, city staff attended and conducted engagement the community Pride and Juneteenth celebrations. Likewise, ahead of this engagement on the parks' final designs, City staff and consulting staff from **Izo** attended NCPRD's Fiesta Latina de la Parque. At this event staff answered questions about the park concept plans and invited people to attend the final park open house. This was seen as an opportunity not only to reach new participants, but also to help let people know that city's park project provided Spanish interpretation services at the open house and all project materials in both English and Spanish.

While materials and surveys were all available in both English and Spanish, though no surveys were received in Spanish.

Final Design Engagement

The city, with support from **GreenWorks** and **Izo** and graphics from **NWPlaygrounds** and GreenWorks, completed the park design after nearly two years of engagement work. This included three open houses for park concept planning, four park planning meetings, multiple special PARB meetings, several pop-up engagement opportunities, and six focus groups. Focus groups that convened people with disabilities, the area's Spanish-speaking community, and BIPOC communities were conducted during the concept planning phase of the project. During the playground design phase of the project focus groups were held with the **Oak Grove Boys and Girls Club**, **FACT Oregon**, and Milwaukie community stakeholders from the ESC, PARB, area Neighborhood District Associations, the Ledding Library Board, and staff members from FACT Oregon, the city, NCPRD, and Ledding Library.

In order to meet the objectives of the PIP and the citywide goals centered on park development and equity-based engagement, it was important to hold an event that attracted a large number of people to ensure that those who wanted to participate in the planning and design portion of the project could do so. It was also seen as important to hold a community-wide festivity for the milestone reached on the project and to celebrate two years of hard work on the project. Creating planning and design meetings that were inclusive and offered food, family entertainment, and activities for children was one strategy called for in the PIP to help reduce the barriers to participation.

At the open house, participants were invited to complete surveys that asked if the final park designs met their or their family's needs. I also asked them to provide a written explanation of their answers and to let the project team know what sorts of amenities they might like to see in future park projects. A full breakdown of all the survey responses is included in this report.

Feedback Themes on Addition Amenities

Participants were asked to provide ideas for other amenities they felt were needed in Milwaukie Parks and where they thought those amenities should be provided. Some of the most common feedback provided on the final designs and in responses to question 7 of the survey was that Milwaukie Parks and the three park designs lack enough **benches (21)** and **picnic tables (11)**. Additional accessible benches and picnic tables have been added to the design of Bowman-Brae and Balfour Parks. Additional benches and tables will be added to Scott Park if construction budgets allow.

Splash Pads (41) were the overwhelmingly most requested feature followed by **Public Bathrooms (25)**, **Off-leash Dog Parks (11)**, and **Sand Boxes (7)**. **Climbing Walls**, a **Public Swimming Pool**, and **Outdoor Exercise Equipment** were all requested on **4** surveys. Full results are below.

In some cases, respondents suggested different nearby parks that residents felt met their needs better than Milwaukie's current park offerings. [Westmoreland Nature Park \(2\)](#), [Gabriel Park's inclusive playground \(2\)](#), [Creston Park's domes & constructed mounds \(1\)](#), and Hillsborough's [Hidden Creek Park \(formerly 53rd Avenue Community Playground\) \(1\)](#) were all mentioned in surveys as parks for Milwaukie to try to emulate.

The most common response to where people would like to see park development were **Milwaukie Bay Park (4)**, **Water Tower Park (2)**, **Ardenwald Park (1)**.

While Milwaukie Bay Park was only specifically mentioned on 4 surveys, 4 of the top 5 requested amenities (Splash Pads, Bathrooms, Benches, and Tables) and the types of play features often requested in surveys are included in the Milwaukie Bay Park's design and construction documents. Other surveys requested additional park land be acquired, such as the former Christmas Tree Farm on Lake Road.

Combined Survey Responses

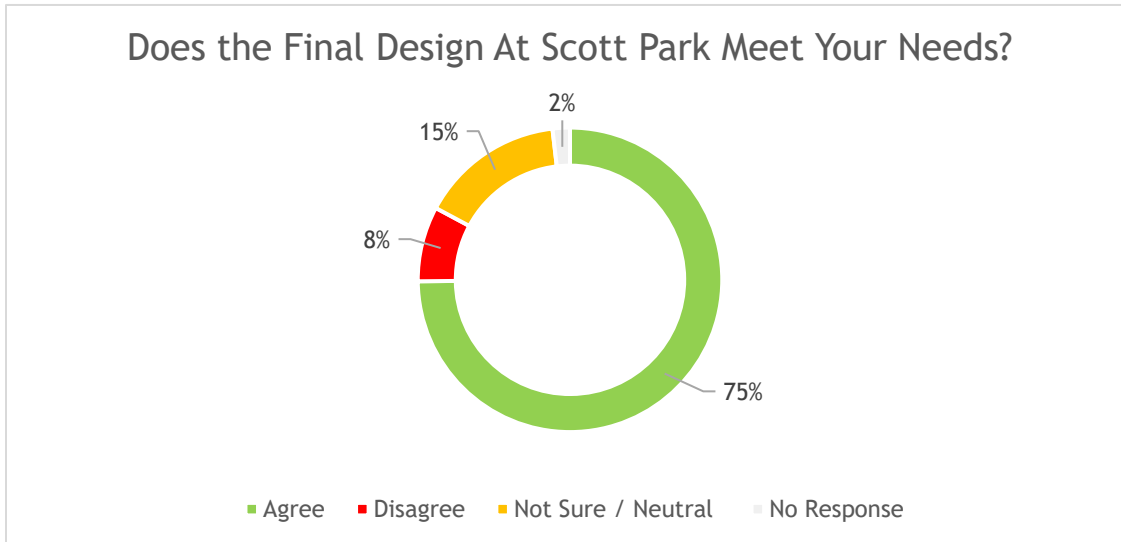
Participants were given the opportunity to answer a series of questions on whether each of the three parks met their needs or not. This information will be utilized for future park planning and shared with NCPRD and other partners. It is also possible that some of the feedback will be able to be incorporated into the final designs

either before or during construction depending on the parks' construction budget. Feedback on the number benches or tables, types of trees, styles of fencing, materials used in paths, colors of playground equipment, layout of electrical utilities are all examples of feedback that could be incorporated into designs depending on costs. In other cases, these surveys provide an opportunity for participants to ask questions or receive a response from the city.

A Frequently Asked Question document is also included at the end of the document and will be available on the city's website for these purposes. The information below summarizes responses that were received both online and in person.

1. Does the Scott Park final design meet your needs?

Scott				
Agree	Disagree	Not Sure / Neutral	No Response	Total
122	13	25	3	163
74.8%	8.0%	15.3%	1.8%	100%

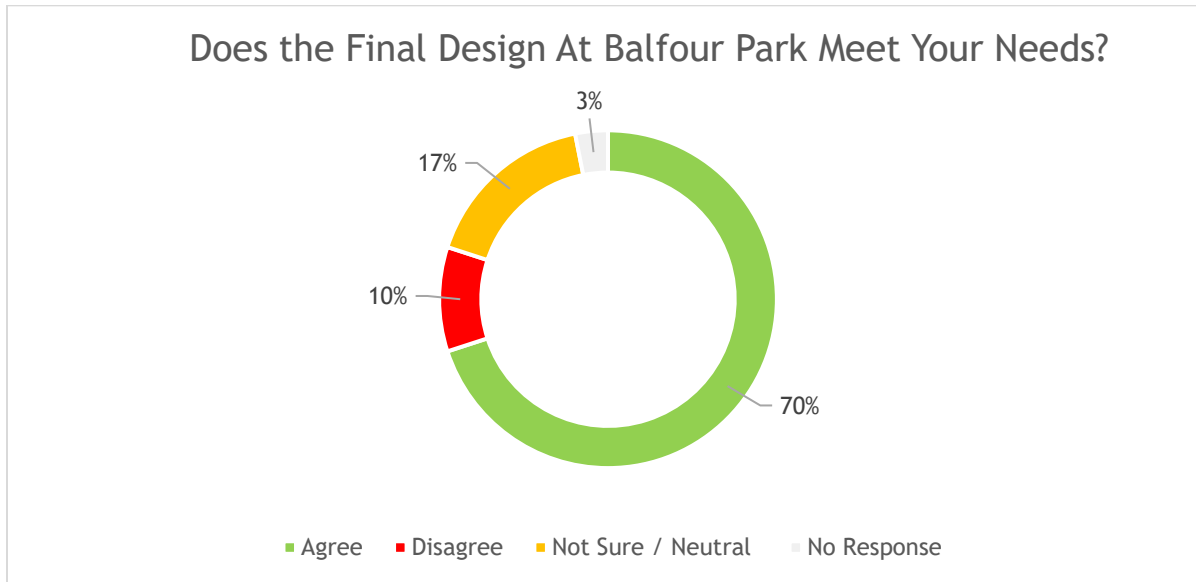


2. Please explain the answer you selected for question 1.

Many survey respondents enjoyed the snail climber and the way the design balances play features and nature. The most common response to this question was a request for more seating in the form of benches and accessible picnic tables. Landscaping or walls that could double as seating was also suggested. Other responses suggested that the park design lacked a bathroom, a shelter, swings, slides, or additional play structures were also requested. It should be noted that many of these amenities were explored during the concept planning and playground design processes. Many people commenting online were concerned about a railing or fence to help contain children in the playground area. This element is already in the designs for Scott Park.

3. Does the Balfour Park final design meet your needs?

Balfour				
Agree	Disagree	Not Sure / Neutral	No Response	Total
112	16	27	5	160
70.0%	10.0%	16.9%	3.1%	100%



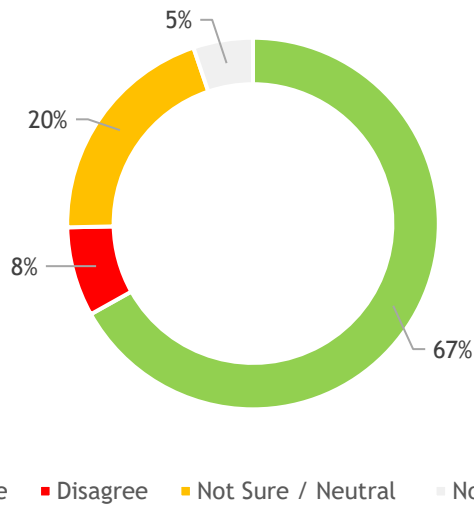
4. Please explain the answer you selected for question 3.

Responses suggested that the park design lacked a bathroom, benches, tables, sand play, and play features for younger users. . Additional play structures, exercise equipment, play logs, and features representing peacocks were also requested. At least one survey expressed concerns with decomposing apples from the existing apple tree, the possible high temperature of the metal slide, and the lack interactive play equipment. It should be noted that many of these amenities were explored during the concept planning and playground design processes. Many surveys expressed that they appreciated the tree coverage, water feature, and use of nature-based play in this park design.

5. Does the Bowman-Brae Park final design meet your needs?

Bowman-Brae				
Agree	Disagree	Not Sure / Neutral	No Response	Total
103	12	31	8	154
66.9%	7.8%	20.1%	5.2%	100%

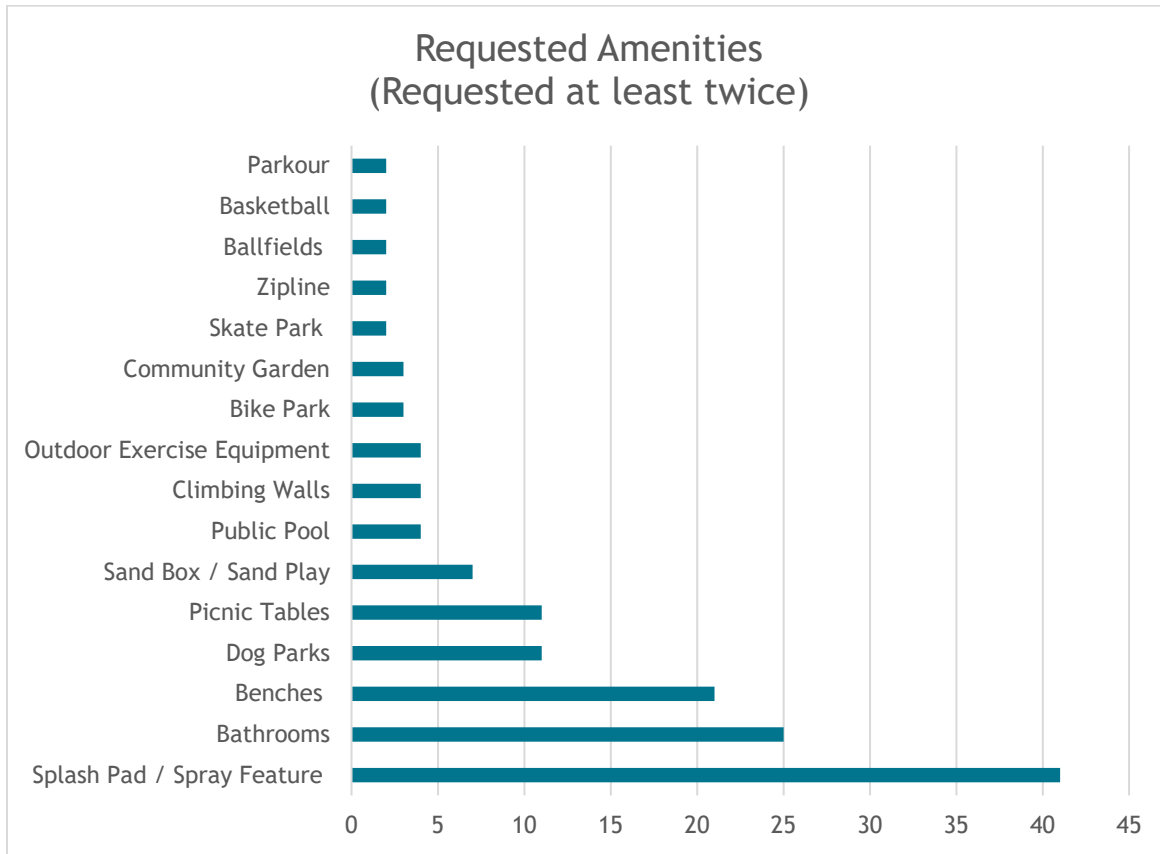
Does the Final Design At Bowman-Brae Park Meet Your Needs?



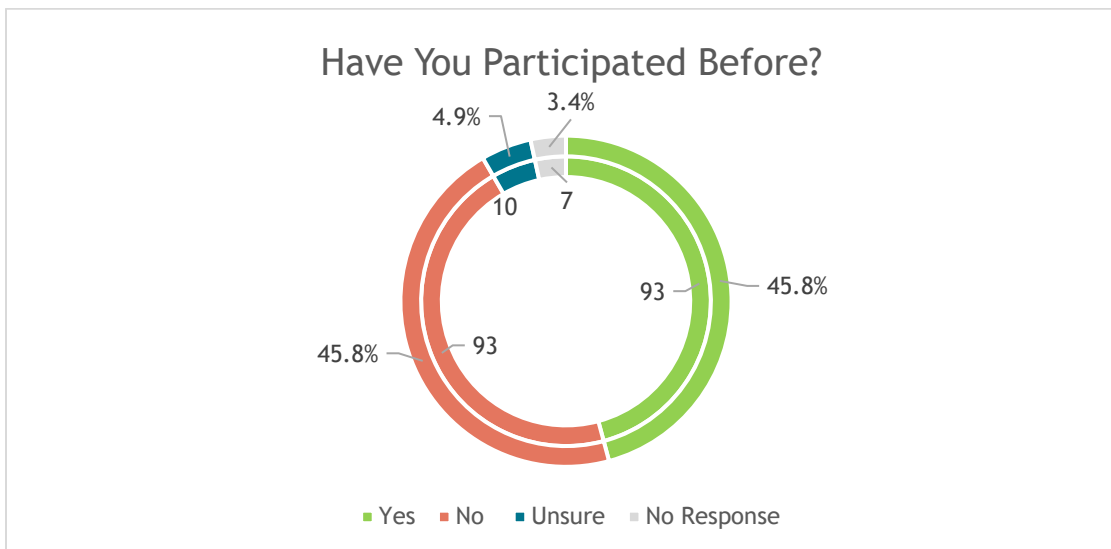
6. Please explain the answer you selected for question 5.

Many participants expressed their appreciation for the design's pollinator garden and picnic shelter. Some surveys expressed appreciation for the park's unique climbing structure while others expressed some concern about its design. Other responses suggested that the park design lacked a bathroom, benches, tables, slides, or a more traditional play structure, and/or play features for younger features. Many surveys expressed that they were thankful for the connection to the west side of the neighborhood through Where Else Lane. Many surveys online expressed concerns for the proximity of the playground to Bowman Street. To help provide a safe experience for all users there will be a fence between Bowman Street and the park, and the playground area is separated from the multiuse path by a planting area, trees, and benches. It should also be noted that Bowman Street west of Brae Street serves as an access road to the park and turns into a private driveway beyond the park.

7. If we were to plan and construct more parks, what sorts of amenities would you like to see? And where would you like to see those amenities?

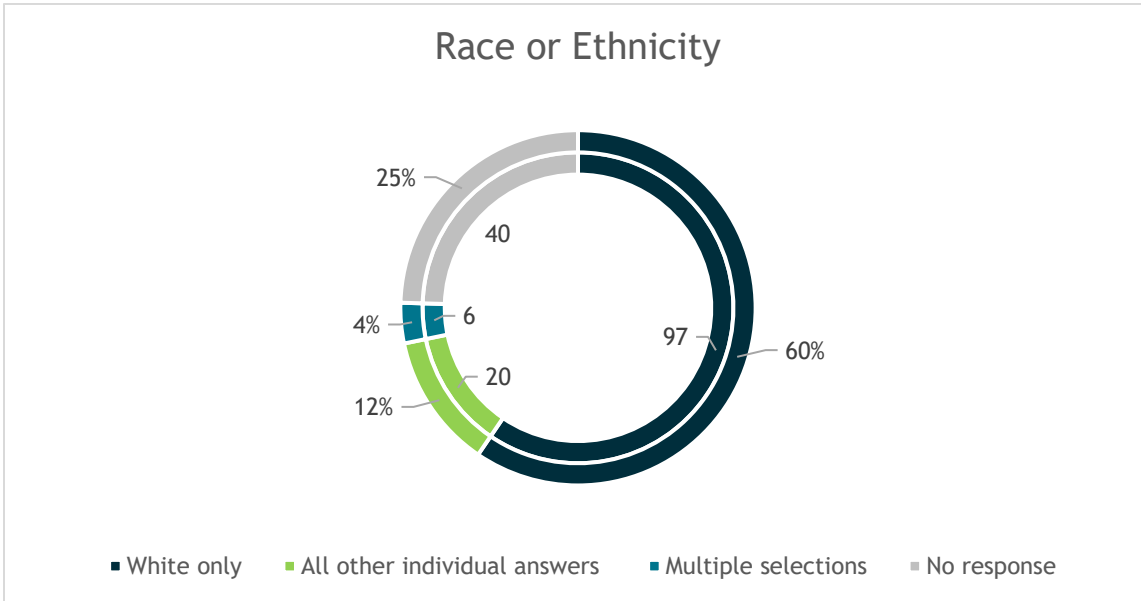


8. Have you participated in Milwaukie planning events before? (i.e., surveys, online or in-person open house, etc.)

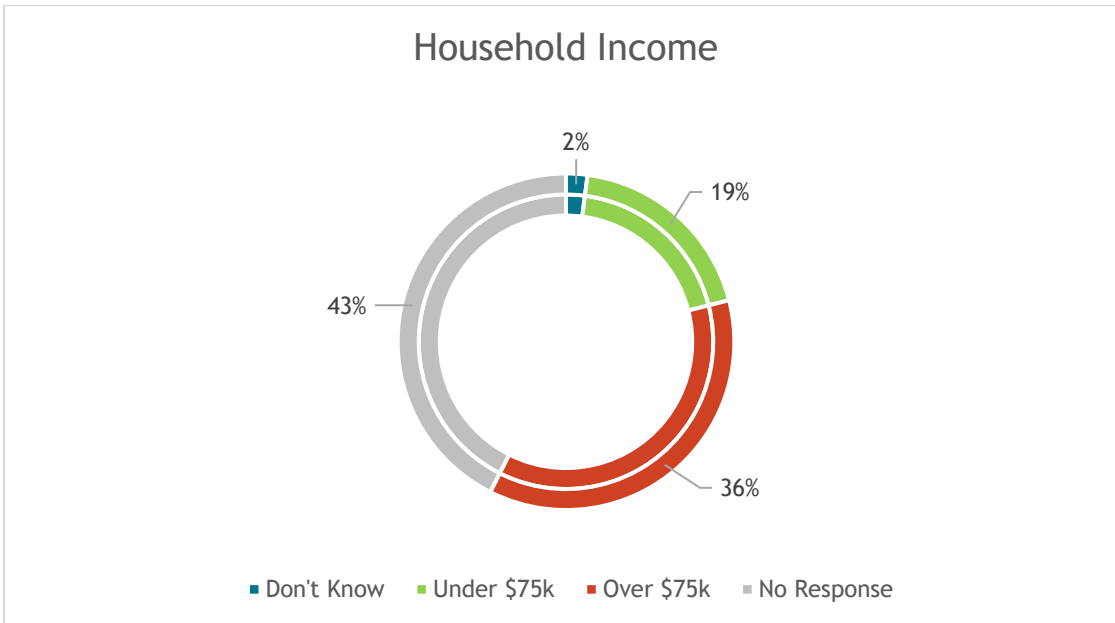


Survey Responses To Select Demographic Questions

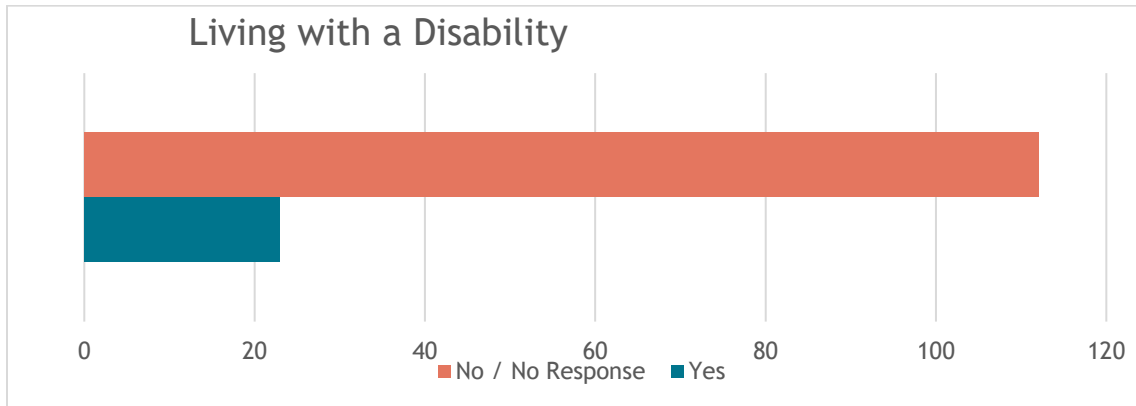
9. Within these broad categories, where would you place your racial or ethnic identity?



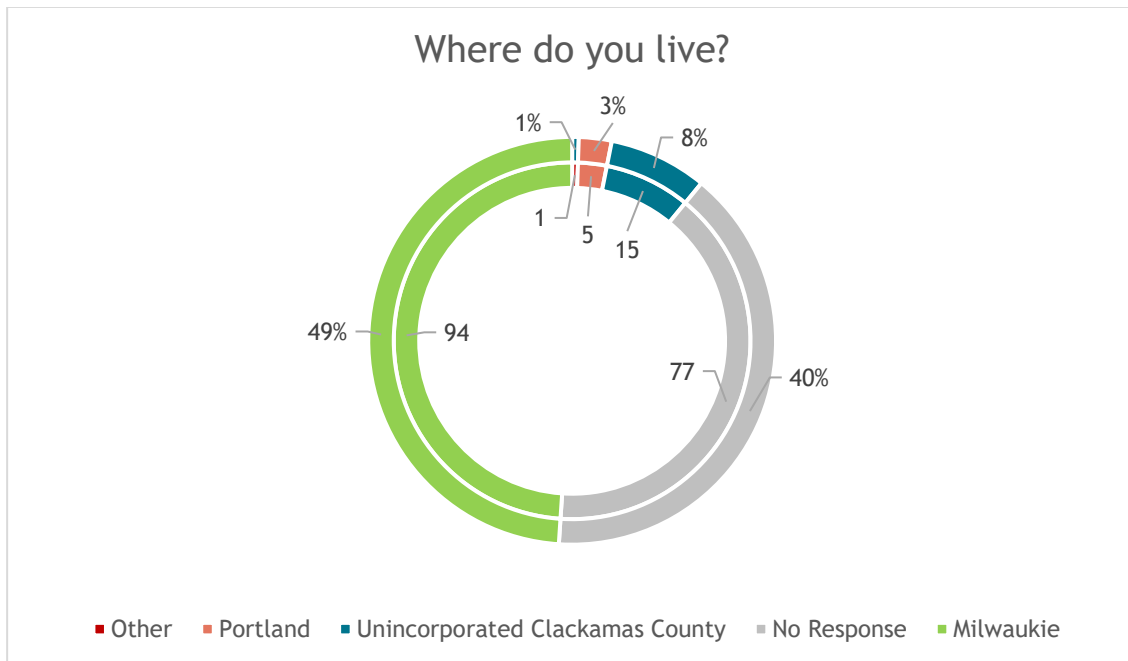
10. What is your annual household income?



11. Do you identify with having or living with a disability? If yes, please describe the nature of your disability.



12. What is your neighborhood?



Frequently Asked Questions (FAQ) on the Final Designs for Scott, Balfour, and Bowman-Brae Parks.

1. Do the park designs include dedicated parking or additional parking?

No. All three parks are relatively small (less than an acre each) and are designed to be neighborhood parks to be accessed primarily by pedestrians or bicyclists. These parks do not have room for dedicated parking lots and the designs do not include amenities that are seen as being a regional draw that would bring many people from outside the neighborhood. Therefore, park users will need to use existing parking or street parking to access each of the three parks. Scott Park users will be able to use the adjacent parking for the Ledding Library to the south of the park and the new City Hall parking lot to the west of the park. Bowman-Brae & Balfour Parks are designed to offer a drop off space for users with mobility issues and then use street parking in the neighborhoods. City staff will work with concerned residents to the extent possible to help address park access and parking concerns. **Please note that access to Bowman-Brae Park from Where Else Lane is for pedestrians and bicyclists only due to the size of the existing Right of Way (street).**

2. Will the playgrounds and parks be accessible and inclusive?

Yes. To the extent the budget allows each of the three parks were designed to ensure that they offer something for everyone. All amenities (picnic shelters and tables, drinking fountains, benches, and the Scott Park amphitheater stage and pond viewing platform) are designed to be accessible by barrier-free ADA compliant pathways. Each of the three playgrounds will also feature rubber tile safety surface that will allow users with mobility devices or strollers to access the equipment. Playground designs meet ADA standards and equipment was carefully selected to offer options for those people living with disabilities. The City of Milwaukie has made Equity, Inclusion, and Justice a city-wide goal and wants all people to feel welcome in our parks. Please contact the city with more specific information on the park and playground designs or if you have any concerns.

3. Will the playgrounds be contained by fences or other features?

Scott Park's playground will be contained by a railing on three sides with benches and landscaping on the fourth side to help parents keep the children in the playground area. Bowman-Brae Park will feature landscaping and benches between the multi-use path and the playground and fencing between the path and Bowman Street. All three parks will include perimeter fencing around all four sides and each of the three parks are less than an acre in size so additional fencing felt redundant in some cases.

4. Will the parks have permanent bathrooms?

Final Park Design Summary – www.milwaukieoregon.gov/parksprojects

No. The budget for these three neighborhood parks is relatively small at a combined \$3.3 million. Participants in the city's robust community engagement process did not prioritize using this budget for bathrooms given the trade-offs. Temporary toilets are often used for larger events and Scott Park is adjacent to the Ledding Library which offers public bathrooms when open.

5. Will the parks have electricity and drinking fountains?

Yes. All three parks will have accessible drinking fountains. Picnic shelters at Bowman-Brae and Balfour will offer electricity as will the amphitheater stage at Scott Park.

6. Will the parks have splash pads, skate parks, or pools?

No. These parks are designed to be neighborhood parks and will offer gathering spaces, play areas, and access to nature for a relatively small number of people. Balfour Park will feature a water play table, though it is not a splash pad. The relatively small size of these parks and the relatively small budget of this project do not allow for regional features such as splash pads, skate parks, or pools.

7. What happened to the features and amenities shown during the planning process?

These parks went through a robust public planning process to revise the existing plans for Balfour and Bowman-Brae Parks and to create a new plan for Scott Park. Through the planning process city staff worked with a consulting team led by GreenWorks to design these three parks. Careful consideration was given to all feedback received, each park's size and layout, and the project budget. Summaries of all engagements are available on the city website and recordings of monthly Parks and Recreation Board or City Council updates are available on the city's YouTube channel.

8. What trees will be removed in each of the parks?

Milwaukie's Public Tree code requires all trees over 2" DBH to be accounted for and for their removal to be permitted. In the event of a healthy tree is removed, a fee is assessed based on a tree's size and the tree must be replaced with a tree or trees from the city's approved list of trees. These three parks have been designed to limit the removal of healthy trees above 2" DBH wherever possible. Current designs only show unhealthy trees to be removed and they will be replaced. Please keep in mind that tree conditions do change over time and many things beyond the city's control do occur during construction. The city will continue to monitor the condition of trees and follow Milwaukie's code for removal of trees, which includes a public notice and comment period.

9. What trees will be planted in each park?

Milwaukie's tree code requires only trees from an approved list be planted. Planting schedules, plant precedent images, and park designs are available on the city's website for review.

WS 2. 3/5/24 Presentation

Neighborhood Park Update

March 5, 2024

Milwaukie City Council



Important Dates

- Construction Kick-off
 - **Saturday, March 9 at 10am at Balfour Park**
- Construction Begins
 - **Monday, March 11**
 - Parks unavailable until Fall 2024
 - Plaza & Library Parking Lot Available*



Construction Budget

- Currently under budget
- Enhancing design at Scott Park to use all grant funds specific to project
- Resolution for Metro Local Share IGA
- Public Art RFP



October Engagement Summary

- Over 400 people in attendance
- 140 surveys received from groups
- Event & feedback lead to adjustments of the designs



Designs Meet Public Needs

Park	Yes	Unsure	No	No Response
Scott	75%	15%	15%	2%
Balfour	70%	17%	10%	3%
Bowman-Brae	67%	20%	8%	5%



Additional Amenities

- 41% Splash Pad
- 25% Bathrooms
- 21% Benches
- 11% Dog Parks
- 11% Tables



Who Participated?

- 47% New to planning process
- 16% BIPOC or more than one race
- 20% Living with a disability
- 18% near or below area median income households (\$75,000)



Parks Economic Impacts

- Demonstrated increase in home sale prices
 - Mostly natural park, not a specialty park
 - Planned with the community
 - In an area without parks
 - Increase is more based on proximity, ease of access
- On average, about 14 - 24 jobs retained or created for every \$1 million in spending
 - \$3.2m x 15 ~ 48 jobs





You're Invited!

Celebrate the start of construction for
Balfour, Bowman-Brae and Scott Parks!

SATURDAY, MARCH 9 • 10 AM

**BALFOUR PARK
3039 SE BALFOUR ST**

Come enjoy brief remarks, a kick-off ceremony, yard games
& refreshments! Please note, parking near Balfour Park is limited.
Carpooling, bicycling or walking to the event is encouraged.



CITY OF MILWAUKIE

March 5, 2024

Neighborhood Parks Project

