

CORRECTION NOTICE

YOU ARE HEREBY NOTIFIED THAT WORK OR CONDITIONS ON THIS PROPERTY DO NOT CONFORM TO THE REQUIREMENTS OF TREE PRESERVATION.

City Code Title 11 requires that trees to be preserved as per the approved site plan be adequately protected during construction using either the prescriptive or performance protection method as per 11.60.030. Non-compliance with the terms and conditions of a development permit is a prohibited action. It is unlawful to fail to adhere to the requirements of a development permit for tree preservation, protection or planting as per 11.70.050.D.

Owner/Contractor name: FASTER PERMITS Address: 10740 SW LANCASTER RD

Case number: 22-194511-000-00-RS

Tree Inspector: Amil Jakupovic

Tree Inspector number: 503-823- 4491

CONDITIONS FOUND:

- ☒ Approved site plan does not accurately reflect the size and/or location of trees on-site (11.50.070).
- ☐ Tree protection does not adequately protect trees on site (11.60.030.C).
- ☐ Tree protection fencing is not placed as shown on-site plan (11.50.070.5.a).
- ☐ Ground disturbance has occurred prior to installation of tree preservation measures (11.60.030.C).
- ☐ Tree(s) required to be protected have been damaged or removed (11.50.040.C)

Tree Inspector Comments:

Tree plan in arborist report is different on the approved plans
 There is no tree protection fence shown on the plans. Show the tree protection on the plans
 Drainage line in the plans goes within TPZ. It was not addressed in the Arborist report.

Tree protection method must be corrected before you can schedule subsequent inspections. Correction process time is dependent upon correction required to come in to compliance with tree preservation requirements. SEE THE OPPOSITE SIDE OF THIS SHEET for directions on how to bring your project into compliance, expected timelines, and additional resources.

Revise plans!

CORRECTION(S) REQUIRED:

☒ 1) **Make on-site corrections and call for another tree preservation inspection** (11.70.080.B.1)

After bringing tree protection measures into compliance, call the inspection request system to request re-inspection at 503-823-7000. When prompted for an inspection code, enter inspection #507. Inspections called in before 6 a.m. will be scheduled for that business day. *For zoning permits, FIR permits, and CIPs call 503-823-TREE and choose option #2 to schedule an inspection with a tree code technician.*

☐ 2) **Send additional information Urban Forestry** (11.70.080.B.1)

Email all information required in inspector comments below to trees@portlandoregon.gov. Please include the permit number in the subject line. Responses will be sent within 2 business days.

☐ 3) **Pay Tree Protection Re-Inspection Fee** (11.70.080.D.1)

The fee of \$325 is added to the building permit and can be paid via Dev Hub (<https://devhub.portlandoregon.gov/>) or by check mailed to Bureau of Development Services Permit Center at 1900 SW 4th Ave. Payment of fee is required prior to final inspection.

☐ 4) **Pay Tree Violation Inspection Fee** (11.70.080.D.1)

The fee of \$350 is added to the building permit and can be paid via Dev Hub (<https://devhub.portlandoregon.gov/>) or by check mailed to Bureau of Development Services Permit Center at 1900 SW 4th Ave. Payment of fee is required prior to final inspection.

☒ 5) **Submit a site plan revision with the Bureau of Development Services** (11.50.080.A), (11.70.080.B.3), (11.70.80.D.2)

If changes to your approved site plan are needed to conform to tree preservation standards, you must apply for a site plan revision. If trees are to be retained, an alternate tree protection plan requiring an arborist report may be necessary, as per 11.60.030.C.2. Call 503-823-7526 or visit the to speak with a planner to determine specific requirements.

Permit revision applications are available online: www.portlandoregon.gov/bds/article/404975. Applications must be submitted to the Bureau of Development Services, 1900 SW 4th Ave.

For revisions that are required to be taken in for review, standard turnaround goals apply. More information on tracking your permit can be found here: www.portlandoregon.gov/bds/article/92689. Permit Revisions are subject to fees. See www.portlandoregon.gov/bds/ for current fee schedule.

If the tree protection was a requirement of Title 33 a Land Use Review may be required. Land Use Review applications must be submitted to the Bureau of Development Services Center, 1900 SW 4th Ave.

Once the Land Use Review application is submitted, planners have 21 days to determine completeness of application. Applications are available online: www.portlandoregon.gov/bds/article/71783. See www.portlandoregon.gov/bds/ for current fee schedule.

- Call 503-823-7000 for re-inspection **only after your permit revision has been issued.**

For more information regarding tree preservation requirements during development:

Visit www.portlandoregon.gov/trees or call 503-823-TREE (8733). For more information about this correction notice, contact the inspector identified on this sheet.

ARBORIST REPORT

PREPARED FOR:

Keith Davis
503-329-9212
Keithdavis.mac.com@mac.com

DATE PREPARED:

June 22nd, 2022

SITE ADDRESS:

10740 SW Lancaster Rd, Portland, OR 97219

PREPARED BY:

Tillis Tree Care
Dustin Tillis Marchello
(ISA #WE-5871A)
503-387-3035
tillistree@gmail.com

Assignment

Prepared by Dustin Marchello, this arborist report is a tree protection plan for 6 Western Red Cedars and 1 Douglas Fir at the above address.

Tillis Tree Care, partnership, was retained in June of 2022 at the request of the property owner, Keith Davis, to complete the following tasks:

1. Conduct a site visit to evaluate trees stated above (pictures included in the report) located at 10740 SW Lancaster Rd in Portland, OR.
2. Conduct a visual assessment of the current condition of the trees as mentioned above and if it poses a threat to the property and the residents.

3. Prepare an Arborist Report on my findings and give my recommendations.
4. Propose guidelines for installation of an ADU.
5. Provide tree protection measures for the 6 Western Red Cedars and 1 Douglas Fir that may be impacted from the proposed construction.

Site visit

A site visit was made on April 29th and June 16th, 2022. The residential lot is of average urban property size for similar properties located in the southwest side of Portland. A basic tree assessments was conducted. These are established trees and the soil appears to be a consistency of clay, silt, and organic materials. Typical wind exposure is from the southwest. The tree's canopies appears symmetrical and void of hazardous branches and is safe to work under.

The following is a table detailing each tree's size (DBH), condition, and any pertinent visual assessment notes.

Number #	Type of Tree	DBH	Condition	Visual Assessment	RPZ	Protected
1	Western Red Cedar	40	Good		15'	30'
2	Douglas fir	44	Good		15'	30'
3	Western Red Cedar	25	Good		15'	30'
4	Western Red Cedar	21	Poor		NA	NA
5	Western Red Cedar	22	Poor		NA	NA
6	Western Red Cedar	22	Poor		NA	NA
7	Western Red Cedar	24	Poor		NA	NA

It's important to note that the trees being evaluated are in their current state only, not the state that they will be in once any type of development begins on the property.

The trees in question were inspected and inventoried as follows, with the definitions of "Good", "Moderate", and "Poor" defined by Trees and Development: A Technical Guide to the Preservation of Trees During Land Development by Nelda Matheny and James R. Clark.

The definitions are as follows:

Good: Tree with good health and structural stability that has the potential for longevity at the site.

Moderate: Tree with fair health and/or structural defects that can be abated with treatment; tree will require more intense management and monitoring and may have a shorter lifespan than those in the “Good” category.

Poor: Tree in poor health or with significant defects that cannot be mitigated; tree is expected to continue to decline, regardless of treatment; the species or individual may have characteristics undesirable for landscape and is generally unsuitable for use areas

Root Protection Zone

Two Western Red Cedars and One Douglas Fir are intended to be preserved.

Prohibited Activities in the Root Protection Zone

Some construction activities are prohibited in any part of the root protection zone.

These activities include:

- Construction activity involving vehicle or equipment access (unless the access is on an existing street or driveway)
- Excavation or fill
- Ground disturbance
- Impervious surfaces
- In-ground irrigation systems
- Other work activities
- Proposed buildings
- Storage of equipment or materials (including soil)
- Temporary or permanent stockpiling
- Trenching
- Underground utilities

Root Cutting, Root Removal and Root Disturbances

Cutting a large percentage of a tree's roots can be dangerous. Most large tree roots, those over 4 inches in diameter, are structural roots that support the tree. If large roots are disturbed or removed, the tree may fall over and/or decline or die. Roots over 4 inches in diameter should not be cut. If cutting a tree's roots is unavoidable, a certified arborist must approve and oversee the root cutting.

Tree protection plan: Performance Path

Construction is proposed within the tree drip line therefore the prescriptive can not be used. The proposed dig line for the new ADU will be excavated with an air spade to limit root damage, a Certified Arborist will perform all root pruning. Any work being performed within the Root Protection Zone will require a Certified Arborist be on site.

Harris 1992 & Helliwell 1985, Helliwell states that a healthy, vigorous tree could withstand removal of up to 50 percent of its roots without dying.

The 4" rain drain that will be bored within PRZ of the fir tree should have a low impact due to the method of installation . He also wants us to note the proximity of the water retention pond in relationship to the cedar tree. The driveway which comes within a couple feet of the cedar does not impact over 1/3 of the trees total root zone. Evaluations and follow up shall be planed during all phases of the construction.

Recommendations

Immediate:

- Orange cyclone fencing be used in areas of open soil within the Tree Protection Zone.

Short Term/Long Term:

- A fungicide will be applied to mitigate any potential fungal pathogens harming the trees
- A spring time fertilization will be applied
- An annual assessment with a certified arborist is recommended to identify any maintenance pruning or any disease/distress in the future

All recommended work will be performed by Tillis Tree Care.

Sincerely,

Dustin T. Marchello

ISA Certified Arborist #WE-5871A

ISA Certified Tree Risk Assessor

ARBORIST DISCLOSURE STATEMENT

Arborists are tree specialists who use their education, knowledge, training, and experience to examine trees, recommend measures to enhance their health and beauty, and attempt to reduce the risk of living near them. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice. Arborists cannot detect every condition that could possibly lead to a structural failure of a tree. Trees are living organisms, and as such, fail in ways that we do not fully understand. Conditions are often hidden within trees or below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like any medicine, cannot be guaranteed. Treatment, pruning, and removal of trees may involve considerations beyond the scope of the arborist's services, such as property boundaries, property ownership, site lines, disputes between neighbors, and other such issues. Arborists cannot take such considerations into account unless complete and accurate information is disclosed to

the arborist. An arborist should then be only expected to reasonably rely upon the completeness and accuracy of the information provided. Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.

ASSUMPTIONS AND LIMITING CONDITIONS

1. This consultant does not take any responsibility for the inactions of others in dealing with the matter contained in this report.
2. Any legal description provided to the consultant is assumed to be correct.
3. It is assumed that this property is not in violation of any codes, statutes, ordinances, or other governmental regulations.
4. The consultant cannot be responsible for information gathered from others involved in various activities pertaining to this project. Care has been taken to obtain information from reliable sources.
5. Loss or alteration of any part of this report invalidates the entire report.

CERTIFICATION OF PERFORMANCE

I, Dustin T. Marchello, (WE-5871A), certify: That I have personally inspected the tree (s) and / or the property referred to in this report, and have stated my findings accurately. The extent of the evaluation and / or appraisal is stated in the attached report and assumptions and limiting conditions; That I have no current or prospective interest in the vegetation or the property that is the subject of this report, and I have no personal interest or bias with respect to the parties involved; That the analysis, opinions, and conclusions stated herein are my own, and are based on current scientific procedures and facts; That my compensation is not contingent upon the reporting of a predetermined conclusion that favors the cause of the party, nor upon the results of the assessment, the attainment of stipulated results, or the occurrence of any subsequent events; That my analysis, opinions, and conclusions were developed and this report has been prepared according to commonly accepted arboricultural practices; That no one provided significant professional assistance to the consultant, except as indicated within the report. I further certify that I am a member of the International Society of Arboriculture, and am a Certified Arborist.

ARBORIST REPORT

PREPARED FOR:

Keith Davis
503-329-9212
Keithdavis.mac.com@mac.com

DATE PREPARED:

October 5th, 2022

SITE ADDRESS:

10740 SW Lancaster Rd, Portland, OR 97219

PREPARED BY:

Dustin Marchello
ISA Certified Arborist #WE-5871A
ISA Certified Tree Risk Assessor

Assignment

Prepared by Dustin Marchello, this arborist report is a tree protection plan for 6 Western Red Cedars and 1 Douglas Fir at the above address.

Tillis Tree Care, partnership, was retained in June of 2022 at the request of the property owner, Keith Davis, to complete the following tasks:

1. Conduct a site visit to evaluate trees stated above (pictures included in the report) located at 10740 SW Lancaster Rd in Portland, OR.
2. Conduct a visual assessment of the current condition of the trees as mentioned above and if it poses a threat to the property and the residents.
3. Prepare an Arborist Report on my findings and give my recommendations.
4. Propose guidelines for installation of an ADU.

SUBMITTED
12/11/2023

5. Provide tree protection measures for the 6 Western Red Cedars and 1 Douglas Fir that may be impacted from the proposed construction.

Site visit

A site visit was made on April 29th and June 16th, 2022. The residential lot is of average urban property size for similar properties located in the southwest side of Portland. A basic tree assessments was conducted. These are established trees and the soil appears to be a consistency of clay, silt, and organic materials. Typical wind exposure is from the southwest. The tree's canopies appears symmetrical and void of hazardous branches and is safe to work under.

The following is a table detailing each tree's size (DBH), condition, and any pertinent visual assessment notes.

Number #	Type of Tree	DBH	Condition	Visual Assessment	RPZ	Protected
1	Western Red Cedar	40	Good		15'	30'
2	Douglas fir	44	Good		15'	30'
3	Western Red Cedar	25	Good		15'	30'
4	Western Red Cedar	21	Poor		NA	NA
5	Western Red Cedar	22	Poor		NA	NA
6	Western Red Cedar	22	Poor		NA	NA
7	Western Red Cedar	24	Poor		NA	NA
8	Wild Cherry	14,9,17,	Good	This tree is located along the Lancaster on the south side of the property near the existing driveway. Due to the current location and features of the site i.e road, existing fence and gravel RPZ shall be 2'	2'	4'

It's important to note that the trees being evaluated are in their current state only, not the state that they will be in once any type of development begins on the property.

The trees in question were inspected and inventoried as follows, with the definitions of “Good”, “Moderate”, and “Poor” defined by Trees and Development: A Technical Guide to the Preservation of Trees During Land Development by Nelda Matheny and James R. Clark.

The definitions are as follows:

Good: Tree with good health and structural stability that has the potential for longevity at the site.

Moderate: Tree with fair health and/or structural defects that can be abated with treatment; tree will require more intense management and monitoring and may have a shorter lifespan than those in the “Good” category.

Poor: Tree in poor health or with significant defects that cannot be mitigated; tree is expected to continue to decline, regardless of treatment; the species or individual may have characteristics undesirable for landscape and is generally unsuitable for use areas

Root Protection Zone

Two Western Red Cedars and One Douglas Fir are intended to be preserved.

Prohibited Activities in the Root Protection Zone

Some construction activities are prohibited in any part of the root protection zone.

These activities include:

- Construction activity involving vehicle or equipment access (unless the access is on an existing street or driveway)
- Excavation or fill
- Ground disturbance
- Impervious surfaces
- In-ground irrigation systems
- Other work activities
- Proposed buildings

- Storage of equipment or materials (including soil)
- Temporary or permanent stockpiling
- Trenching
- Underground utilities

Root Cutting, Root Removal and Root Disturbances

Cutting a large percentage of a tree's roots can be dangerous. Most large tree roots, those over 4 inches in diameter, are structural roots that support the tree. If large roots are disturbed or removed, the tree may fall over and/or decline or die. Roots over 4 inches in diameter should not be cut. If cutting a tree's roots is unavoidable, a certified arborist must approve and oversee the root cutting.

Tree protection plan: Performance Path

Construction is proposed within the tree drip line therefore the prescriptive can not be used. The proposed dig line for the new ADU will be excavated with an air spade to limit root damage, a Certified Arborist will perform all root pruning. Any work being performed within the Root Protection Zone will require a Certified Arborist be on site.

Harris 1992 & Helliwell 1985, Helliwell states that a healthy, vigorous tree could withstand removal of up to 50 percent of its roots without dying.

The 4" rain drain that will be bored within PRZ of the fir tree should have a low impact due to the method of installation. He also wants us to note the proximity of the water retention pond in relationship to the cedar tree. The driveway which comes within a couple feet of the cedar does not impact over 1/3 of the trees total root zone. Evaluations and follow up shall be planned during all phases of the construction.

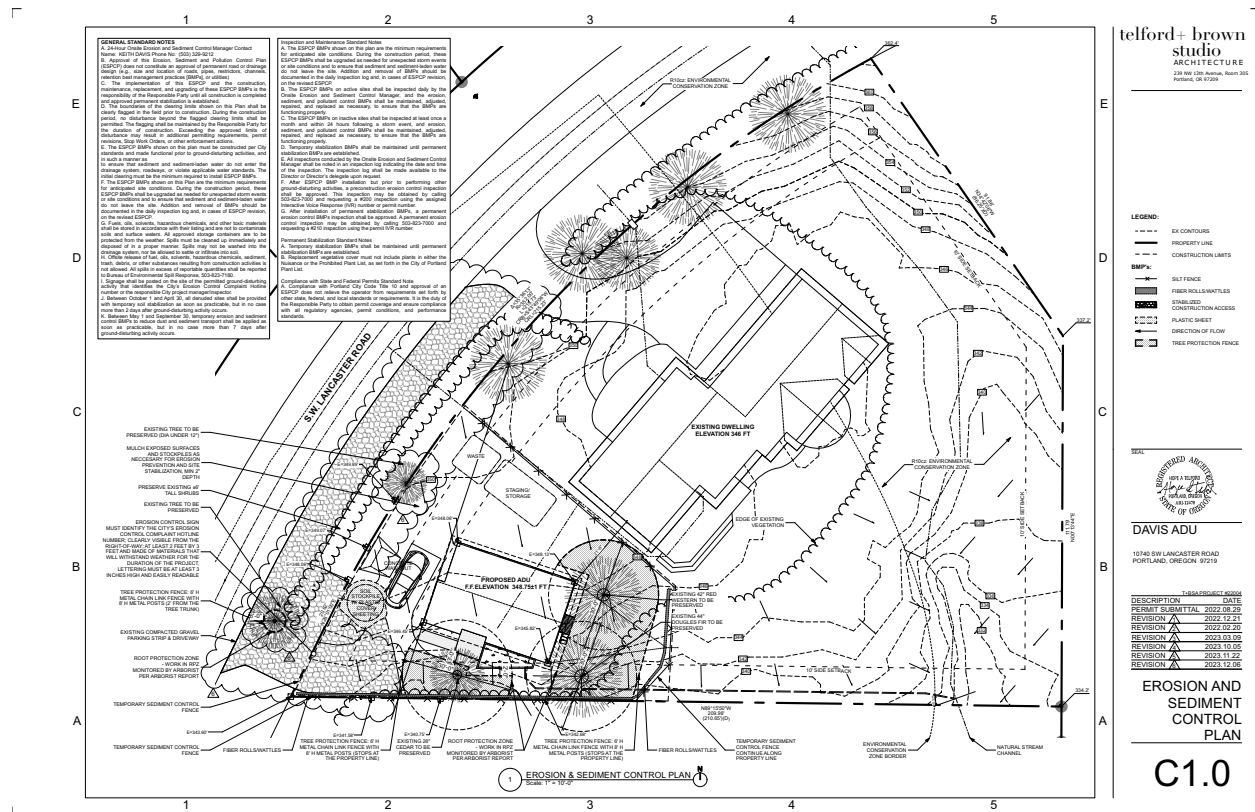
Recommendations

Immediate:

- Protection fencing consisting of a minimum 6-foot high metal chain link construction fence, secured with 8-foot metal posts shall be established at the edge 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.

Short Term/Long Term:

- All recommended work will be performed by Tillis Tree Care.



Sincerely,

Dustin T. Marchello

ISA Certified Arborist #WE-5871A
ISA Certified Tree Risk Assessor
tillistree@gmail.com

ARBORIST DISCLOSURE STATEMENT

Arborists are tree specialists who use their education, knowledge, training, and experience to examine trees, recommend measures to enhance their health and beauty, and attempt to reduce the risk of living near them. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice. Arborists cannot detect every condition that could possibly lead to a structural failure of a tree. Trees are living organisms, and as such, fail in ways that we do not fully understand. Conditions are often hidden within trees or below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like any medicine, cannot be guaranteed. Treatment, pruning, and removal of trees may involve considerations beyond the scope of the arborist's services, such as property boundaries, property ownership, site lines, disputes between neighbors, and other such issues. Arborists cannot take such considerations into account unless complete and accurate information is disclosed to the arborist. An arborist should then be only expected to reasonably rely upon the completeness and accuracy of the information provided. Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.

ASSUMPTIONS AND LIMITING CONDITIONS

1. This consultant does not take any responsibility for the inactions of others in dealing with the matter contained in this report.
2. Any legal description provided to the consultant is assumed to be correct.
3. It is assumed that this property is not in violation of any codes, statutes, ordinances, or other governmental regulations.
4. The consultant cannot be responsible for information gathered from others involved

in various activities pertaining to this project. Care has been taken to obtain information from reliable sources.

5. Loss or alteration of any part of this report invalidates the entire report.

CERTIFICATION OF PERFORMANCE

I, Dustin T. Marchello, (WE-5871A), certify: That I have personally inspected the tree (s) and / or the property referred to in this report, and have stated my findings accurately.

The extent of the evaluation and / or appraisal is stated in the attached report and assumptions and limiting conditions; That I have no current or prospective interest in

the vegetation or the property that is the subject of this report, and I have no personal interest or bias with respect to the parties involved; That the analysis, opinions, and

conclusions stated herein are my own, and are based on current scientific procedures and facts; That my compensation is not contingent upon the reporting of a

predetermined conclusion that favors the cause of the party, nor upon the results of the assessment, the attainment of stipulated results, or the occurrence of any subsequent

events; That my analysis, opinions, and conclusions were developed and this report has been prepared according to commonly accepted arboricultural practices;

That no one provided significant professional assistance to the consultant, except as indicated within the report. I further certify that I am a member of the International

Society of Arboriculture, and am a Certified Arborist.

**UF PLAN EXAMINATION CHECKSHEET**

Application # 22-194511-REV-01-RS

Review date November 15, 2023

To:	APPLICANT	NATHAN ARNOLD FASTER PERMITS 2000 SW 1ST AVE #420 PORTLAND OR 97201	Primary	503 438-8113
			Alt	503 447-3400 NATHAN@FASTERPERMITS.COM
From:	REVIEWER	Amil Jakupovic	Fax:	(503) 823-4493
			Phone:	503-823-4491
			Email:	Amil.Jakupovic@portlandoregon.gov
cc:	OWNER	HANS GUSTAFSON et al 10740 SW LANCASTER RD PORTLAND, OR 97219		

PROJECT INFORMATION

Street Address:	10740 SW LANCASTER RD
Description of Work:	SINGLE PDF - REVISION TO TREE PROTECTION PLAN PER UF NOTICE, UPDATED ELEVATIONS ALONG PROPERTY LINES & AT THE CORNERS TO MATCH EXISTING SITE CONDITIONS. UPDATED EROSION CONTROL AS REQUIRED DUE TO ELEVATION UPDATES

Based on the plans and specifications submitted, the following items appear to be missing or not in conformance with the tree code requirements.

Item #	Clarifications / Corrections Required
1.	<p>Tree Plan (11.50.070)</p> <p>A Tree Plan is required in conjunction with all development permits. The street tree activity can be incorporated into the Site Plan, Landscaping Plan.</p> <p>The street tree plan must include the following information:</p> <ul style="list-style-type: none">Existing improvements in the adjacent street frontage (curblines, driveways, existing utilities, streetlights, etc.)Proposed alterations including changes in impervious area, grading and utilities.Existing street trees at least 3" diameter at 4.5' above average grade.Proposed tree activity including tree protection, trees to be removed, and trees to be planted. <p>The submitted plans were missing the following:</p> <p>The tree protection fence must be shown on the plans. The root protection zone is marked on the plans, but the TPZ fence is not clearly visible. Please make sure that the erosion control fence is installed outside of the TPZ.</p>



	→ <u>Please update your tree plan</u> to include all the required information.
2.	<p>Street Tree Preservation – Performance Path (11.50.040)</p> <p>Street trees are public property and existing street trees must be preserved during development when possible.</p> <p>There is 1 street tree and 3 private trees required to be preserved.</p> <p>The trees are relatively healthy and functioning trees. The tree protection fence must be shown on the plans (see next page for details). Please make sure that the erosion control (silt) fence is installed outside of the TPZ, and that it does not interfere with the TPZ.</p> <p>Active Prescriptive Path Tree Preservation cannot be followed due to site constraints.</p> <p><u>Performance Path Tree Protection is required.</u> Work with a private arborist to develop a project specific Tree Protection Plan following the Performance Path (11.60.030.C.2).</p> <p>The following standards must be met:</p> <ul style="list-style-type: none"> a. The alternative root protection zone is prepared by an arborist who has visited the site and examined the specific tree’s size, location, and extent of root cover, evaluated the tree’s tolerance to construction impact based on its species and health, and identified any past impacts that have occurred within the root zone; b. The arborist has prepared a plan providing the rationale used to demonstrate that the alternate method provides an adequate level of protection based on the findings from the site visit described above; c. The protection zone shall be marked with signage, stating that penalties will apply for violations, and providing contact information for the arborist; d. If the alternative methods require the arborist be on site during construction activity, the applicant shall submit a copy of the contract for those services prior to permit issuance and a final report from the arborist documenting the inspections and verifying the viability of the trees prior to the City’s final inspection; e. If the alternative tree protection method involves alternative construction techniques, an explanation of the techniques and materials used shall be submitted; f. The arborist shall sign the tree preservation and protection plan and include contact information. <p>*Preliminary excavation may be necessary to determine extent of existing roots to be protected*</p> <p>→<u>Please respond to this Checksheet</u> with the proposed Street Tree Protection Plan. Or provide a detailed explanation why the trees cannot be preserved.</p>

To respond to this Checksheet, you may need to revise your plans, your supporting documents, or provide additional information. Please see BDS website directions located here: <https://www.portland.gov/bds/permit-review-process/submitting-corrections>. When you finish with your changes, please submit your updated plans and supporting documents. Make sure to include the attached Checksheet Response Form. Visit the BDS Permit Review Process website for more helpful information and available services: <https://www.portland.gov/bds/permit-review-process>

If you want to report a delay, a regulatory conflict or other issue that you have been unable to resolve with your City review team, please visit <https://www.portland.gov/bds/development-permit-processes/report-problem>

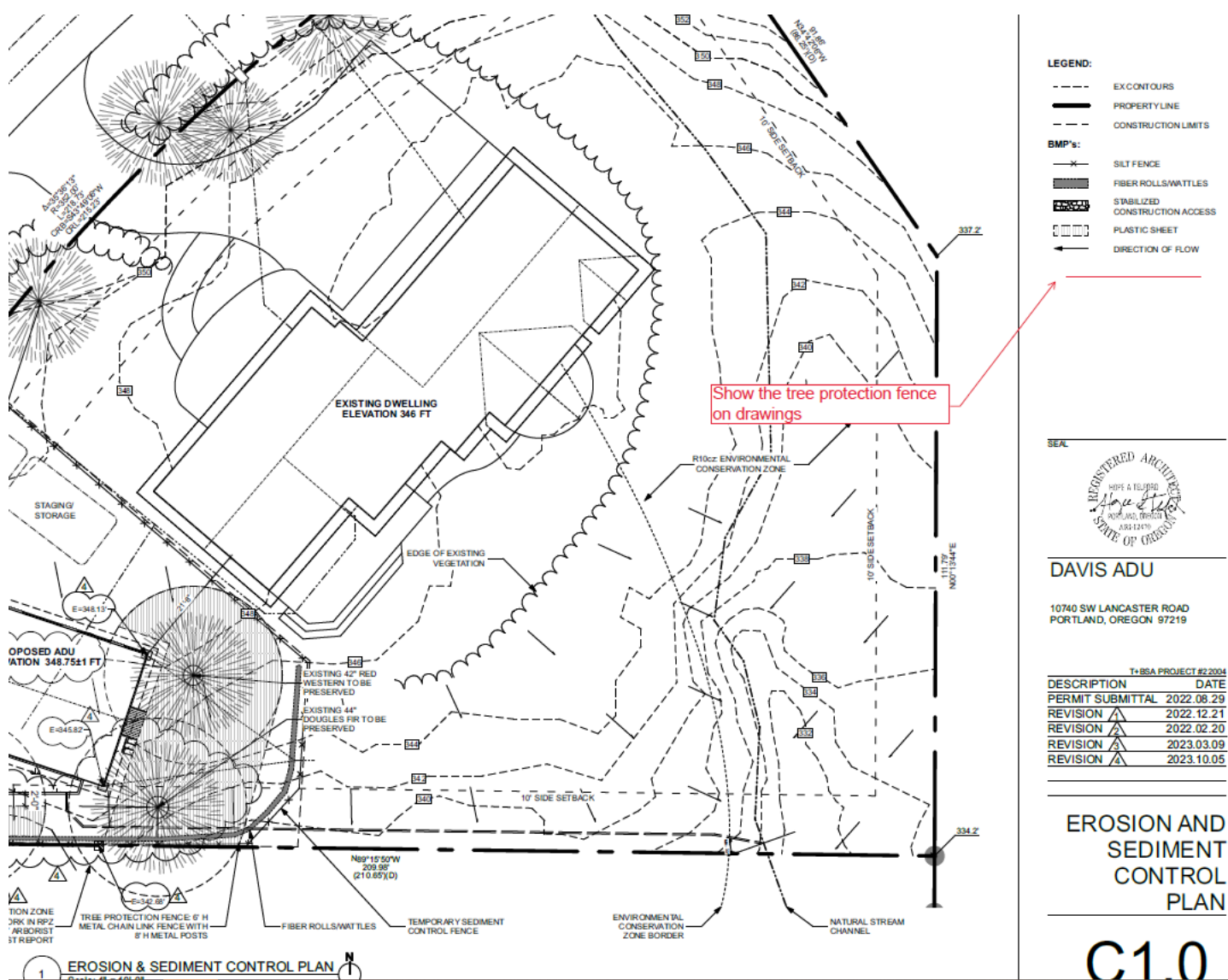
If you have questions about this Checksheet, please contact me at the email address or phone number listed above. To check the status of your project, go to <https://www.portlandmaps.com/advanced/?action=permits>. Or you may request the status to be faxed to you, by calling 503.823.7000 and selecting option 4. Please have your IVR number and fax number available.





web: portlandoregon.gov/trees

Appeals: Pursuant to City Code Chapters 24.10, 25.07, 26.03, 27.02, and 28.03, you may appeal any code provision cited in this Checksheet to the BDS Administrative Board of Appeal within 180 calendar days of the review date. For information on the appeals process and costs, including forms, appeal fee, payment methods and fee waivers, go to www.portlandoregon.gov/bds/appeals, call (503) 823-7300 or come in to the Development Services Center. Permit application expiration will not be extended pending resolution of any administrative appeal.





ADMINISTRATIVE REVIEW

If you believe this notice was found in error, you have 180 calendar days from the date of this notice (Required submission by: May 13, 2024) to submit for an administrative review.

To submit for an Administrative Review, you must complete an Administrative Review application within 180 calendar days from the date of this notice (Required submission by: May 13, 2024). A \$200 fee must accompany the application. The \$200 fee is not subject to low-income allowance reductions and will only be refunded if it is determined that all of the violation(s) were cited in error. An Administrative Review Fee of \$200 and a completed Administrative Review Application are required for your application to be deemed complete and processed.

Applications can be found online at <https://www.portlandoregon.gov/trees/article/579121> or can be provided in-person at the Permit Center. The Permit Center is located on the first floor of the Development Services Center at 1900 SW 4th Avenue. You can also contact Urban Forestry at 503-823-8733 and press 5 for more information on obtaining an Administrative Review application or the process.

The Administrative Review Application and \$200 filing fee must be mailed to Urban Forestry at 1900 SW 4th Avenue, Suite 5000, Portland, OR 97201 or can be processed in-person by Urban Forestry staff at the Permit Center located on the first floor of Development Services Center at 1900 SW 4th Avenue.

The completed Administrative Review Application, including all pertinent documentation, photos, and other evidence should be included in the submission and should specifically address how Urban Forestry erred in applying City Code Title 11. There will not be an additional opportunity, outside of the Administrative Review application submission, to present evidence. **You must include all pertinent evidence at the time of application submission.**

The Administrative Review Application and supporting evidence will be reviewed by the BDS Director or City Forester, as applicable. Following the review, a written determination will be issued to the name provided on the Administrative Review Application. With the submission of a completed Administrative Review application all violation corrections/penalties will be stayed pending the resolution.

TRANSLATION SERVICES

The City of Portland complies with all non-discrimination, Civil Rights laws including Civil Rights Title VI and ADA Title II. To request translation, interpretation, accommodation, modifications, or additional information, please contact 503-823-4437, or use City TTY 503-823-6868, or Oregon Relay Service: 711.

تلتزم مدينة بورتلاند بكل قوانين عدم التمييز والحقوق المدنية بما في ذلك الفصل السادس من قانون الحقوق المدنية والفصل الثاني من قانون الأمريكيين ذوي الإعاقة. للحصول على خدمات الترجمة التحريرية أو الشفهية أو طلب تعديلات أو معلومات إضافية، تفضل بالتواصل مع 503-823-4437، أو استخدم خدمة الرسائل على الرقم 503-823-6868 أو خدمة الاتصال المقدمة لذوي الإعاقات السمعية والنطقية بأوريجون: 711.

La ciudad de Portland cumple con todas las leyes antidiscriminatorias y de derechos civiles, incluyendo el Título VI de la Ley de Derechos Civiles y el Título II de la ADA. Para solicitar servicios de traducción e interpretación, adaptaciones, modificaciones o información adicional comuníquese con 503-823-4437, o use el servicio TTY 503-823-6868 de la ciudad o el Servicio de Retransmisión de Oregon: 711.

ポートランド市は、差別撤廃を宣言している公民権法第6編やADA第2編など公民権法に遵守しています。翻訳、通訳、調整、変更、その他情報のリクエストは、(503-823-4437) までお問い合わせください。また、TTY (503-823-6868) やオレゴン州リレー・サービス(711)でもお問い合わせ可能です。



ເມືອງ Portland ປະຕິບັດຕາມການບໍ່ເລືອກປະຕິບັດ, ກົດໝາຍວ່າດ້ວຍສິດທິພົນລະເມືອງທັງໝົດ ລວມເຖິງສິດທິພົນລະເມືອງຂໍ້ VI ແລະ ADA ຂໍ້ II. ຫາກຕ້ອງການແປພາສາ, ການອະທິບາຍ, ການອໍານວຍຄວາມສະດວກ, ການດັດແປງ ຫຼື ຂໍ້ມູນເພີ່ມເຕີມ, ກະລຸນາຕິດຕໍ່ເບີ 503-823-4437, ຫຼື ໃຊ້ TTY ເມືອງ 503-823-6868, ຫຼື Oregon Relay Service: 711.

Orașul Portland respectă toate legile pentru Drepturi Civile de anti-discriminare, inclusiv Drepturi Civile Titlul VI și ADA Titlul II. Pentru a solicita traducere, interpretare, acomodare, modificări sau informații suplimentare, vă rugăm să contactați 503-823-4437, sau folosiți City TTY 503-823-6868, sau Oregon Relay Service (Serviciul de Releu Oregon) la: 711.

Городские власти Портленда выполняют все законы о гражданских правах о недискриминации, в том числе, раздел VI гражданских прав и раздела II ЗПОВ. За получением услуг письменного или устного перевода, размещением, внесением изменений или за дополнительной информацией, обращайтесь к 503-823-4437, по городскому телетайпу: 503-823-6868 или в службу коммутируемых сообщений: 711.

Magaalada Portland waxay u hogaansantahay dhammaan sharciyada takoor la'aanta, Xuquuqda Rayidka oo ay kujiraan Xaquuqda Rayidka Qodobka VI iyo II ADA. Si aad u codsatid turjumida, fasiraadda, hoy, bedellada, ama macluumaad dheeraad ah, fadlan la xiriir 503-823-4437, ama isticmaal Magaalada TTY 503-823-6868, ama Adeeg Isku wareejinta Oregon: 711

Міська адміністрація Портленда дотримується всіх законів про недопущення дискримінації та захист громадянських прав, у тому числі розділу VI Закону про захист громадянських прав і розділу II Закону про американців-інвалідів. Щоб отримати додаткову інформацію або подати заявку на отримання послуг письмового чи усного перекладу, вжиття допоміжних заходів, внесення змін у чинні правила тощо, слід звертатися до 503-823-4437. Можна також скористатися телетайпом (503-823-6868) або Орегонською службою комутованих повідомлень (711).

Thành Phố Portland tuân thủ tất cả các luật Nhân Quyền không phân biệt đối xử bao gồm Nhân Quyền Khoản IV và ADA Khoản II. Để yêu cầu chuyển ngữ, phiên dịch, trợ giúp thực tiễn, thay đổi, hoặc thêm thông tin, xin hãy liên lạc với 503-823-4437, hoặc sử dụng TTY của Thành Phố 503-823-6868, hoặc Oregon Relay Service: 711.

波特兰市遵从包含民权法案标题 6 及美国残疾人法案 (ADA) 标题 2 在内之所有无歧视民权法例。如需要翻译、传译、便利设施、修订或其它额外信息, 请拨打 503-823-4437 联系, 或使用市府电传打字机 (TTY) 503-823-6868, 或俄勒冈州中继服务: 711。





web: portlandoregon.gov/trees

