

Code or Manual	Section	Topic	Issue or Question	Action	Date	Entered By
Code	8.06.040, Emergency Abatement Procedure	Hazard Tees	Clarify when this option would be exercised vs. requiring a complainant to complete the informal and formal reconciliation. Also, if this option is for extraordinary circumstances only, should we remove the mention of it from the Hazard Tree brochure?	Response Needed	9/5/2013	Tim
Manual	Urban Forestry Manual- Section 10	Standards for Development	In Part I of Section 10, it states in K that trees should be included that are not in the impact area to count towards the canopy? How far out and why do we want to give credit for these trees?	Response Needed	3/18/2013	Agnes
Manual	Urban Forestry Manual, Section 10.3.M.2.a-b	Standards for Development	The double canopy credit does not discriminate between nuisance trees and desirable species, such that we are providing a strong incentive to preserve nuisance trees.	Administrative Rules Amendment	6/6/2013	Todd
Manual	Urban Forestry Manual, Section 10.1.J	Standards for Development	An inventory of trees within 25 feet of the development impact area which are greater than or equal to 6 inch DBH or which otherwise require a permit to remove is required on a tree preservation and removal site plan. In some cases this may not adequately protect large trees that have roots that extend more than 25 feet. One suggestion is for a revision to address large trees that are close to the development impact area. Todd could work up a numeric standard for such a revision.	Administrative Rules Amendment	7/18/2013	Todd
Manual	Urban Forestry Manual, Section 10	Standards for Development	Grant extra bonus credits (150% based on mature canopy, perhaps) for preserving native trees that are less than 6 inches DBH. Preserving these trees is more valuable than planting new native trees, which currently receive 125% credit.	Administrative Rules Amendment	7/22/2013	Todd
Manual	Urban Forestry Manual Section 10, Part 3.N	Standards for Development	The new Parks Zone currently under consideration would need to be assigned a minimum canopy requirement if adopted. A requirement of 25% would be consistent with that required for high schools, where there was acknowledgement of a need for open areas for sports and other activities.	Administrative Rules Amendment	9/3/2013	John
Code	18.790.030.A	Standards for Development	Urban forestry plans are required to be created by a person certified as both an arborist and tree risk assessor. However, landscape architects can also create urban forestry plans, but they don't have to be tree risk assessors. Should we require that landscape architects also be certified as tree risk assessors to level the playing field between arborists and landscape architects?	Code Amendment	7/18/2013	Todd
Code	18.100, Legislative Notes and Table of Contents	Standards for Development	Should there be Legislative Notes in either 18.100 or the Table of Contents, or both, describing the Urban Forestry Code Revisions? There are notes in the code from 2010 which make it appear those changes are the most recent.	Response Needed	9/10/2013	Tim

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Code	Title 18, Table of Contents	Standards for Development	Scritveners Error: Update the Table of Contents to replace "Tree Removal" with "Urban Forestry Plan" as the name of 18.790.	Scritveners Error	9/10/2013	Tim
Code	18.620.030.A Tigard Triangle Design Standards	Standards for Development	Subsections #5 & #6 look very similar - regarding L-1/L-2 landscaping. I think only one should be there, but it is not clear from the ordinance. Which one is correct?	Subsection 5 was not updated as part of the UFCR, and Subsection 6 was minimally updated. This should be added to the city's general code amendments database.	8/26/2013	Cheryl
Code	18.790.030.A.2-4	Standards for Development	Allow Staff Discretion to Approve Urban Forestry Plans that Substantially Meet the Intent of the Regulations. The Urban Forestry Plan requirements are detailed in the Urban Forestry Manual. The purpose of detailing the requirements was to provide clarity for applicants up front rather than conditioning the requirements later on in the approval process. However, each requirement may not be necessary for every development, and it would benefit applicants and staff to allow for some flexibility on approving plans that substantially meet the requirements.	Code Amendment	9/15/2013	Todd
Materials	Tree Permits Brochure	Tree Permits	Add definition of street tree to tree permits brochure. Same question asked twice today at counter. Definition can be Found in UFCR Volume II p. 27	Complete	3/7/2013	Marissa
Materials	Website	Tree Permits	Make the link for property owner to find out whether a permit is required pop more (hard to find/see)	Complete	3/25/2013	Agnes
Materials	Tree Removal Permit Application	Tree Permits	In the absence of a staff arborist it's probably best to apply consistent application requirements, lest each case require exercising judgment and/or a back-and-forth with the applicant. We especially want to avoid a situation where our approval is difficult to justify later using a too-limited record. Maybe an additional page in our application specifying what constitutes satisfactory documentation would be helpful for staff and applicants alike? This page could explain how to show us that each of the approval criteria is met.	In Process	5/8/2013	Tim

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Materials	GIS/Tree Removal Permit Application	Tree Permits	Determine which information is essential to collect for removed/replacement trees in the Urban Forestry layer. Add fields to the removal permit application to collect all the desired data. (Examples: species, condition of tree at time of removal.) Additionally, should we add fields to the All Trees layer to specify permit number, reason(s) for removal, and whether a removed tree must be replaced?	In Process	6/24/2013	Tim
Materials	Tree Removal Permits/Accela	Tree Permits	On approved removal permits where replacement is required, we do not provide the applicant with any information on reporting the replacement planting to us, nor have we determined internally how the replacement planting will be confirmed. How will the applicant (or staff) follow up on this? Should the Accela workflow go straight to Final Processing after issuance, or should there be a step for inspections?	In Process	6/24/2013	Tim
	Tree removal permits and enforcement cases	Tree Permits	The exact tree or trees and the reasons for removal of each need to be designated clearly on an aerial photo or site plan which also shows all other trees on site.	In Process	7/24/2013	Tim
	Tree Removal Permit	Tree Permits	"The city manager's or designee's decision shall address all of the relevant approval criteria in the Urban Forestry Manual." Presently the reason for removal is recorded in Accela but does not appear on the permit; also, all approval criteria are not addressed, only the criterion or criteria on which the approval is granted.	In Process	8/28/2013	Tim
Code	Urban Forestry Code 8.04.040	Tree Permits	Can the City Manager's designee grant a simple tree removal permit (development tree) retrospectively if proven to fall under one of the 8 criteria of section 7 of the manual without proceeding to sanctions in TMC1.16?	Response Needed	3/26/2013	Hap
Code	UFC8.04.040	Tree Permits	Must the designee issue a summons and complaint for a tree removed that would have been a complex review? What other choice is there? Require a permit application?	Response Needed	3/26/2013	Hap

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Code	8.04.030.C	Tree Permits	The City Board procedures for complex tree removal permits follow the Type III decision-making procedure but exempt applicants from 18.390.050.A (pre-application conference) and 18.390.050.B.2.e (impact study). Mailing notices to all owners within 500' of the site (as required by 18.390.050.C) seems excessive given the probable impact of any application that a review board is likely to approve. Can applicants also be exempted from 18.390.050.C, by replacing with a smaller notification area, by limiting the notice to owner/applicant, interested parties, recognized neighborhood groups, and adversely affected persons, or by considering the discretionary review something other than a hearing? (The latter possibility would, in essence, exempt applicants from all requirements of 18.390.050 which pertain to hearings. My recollection is that the ORS do not consider all discretionary reviews by decision-making bodies to be "hearings," such that extensive notification is not necessarily required.) Perhaps the reference to 18.390.050 should be replaced with another decision-making procedure altogether?	Response Needed	6/20/2013	Tim
Code	8.04.030.C	Tree Permits	The City Board procedures for complex tree removal permits follow the Type III decision-making procedure. 18.390.050.E.1 (Basis for decision) says that approval or denial "shall be based on standards and criteria, which shall be set forth in the Development Ordinance, and which shall relate approval on [sic] denial of a discretionary permit application to the Development Ordinance." Yet, the "considerations" on which the designated board may base their decisions are found in Title 8, not Title 18, and the considerations are explicitly not limited to those specified. Perhaps the reference to 18.390.050 should be replaced with another decision-making procedure altogether?	Response Needed	6/20/2013	Tim
Code	8.14.020 General Provisions	Tree Permits	Scritveners Error: 1. Trees were planted using the Urban Forestry Fund Number 260 after [insert date of adoption] March 1, 2013;	Scritveners Error	3/5/2013	Hap

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Code	8.02.050 Definition of Specific Words	Tree Permits	This definition is repetitive: A. "Caliper" - The tree care industry standard for measuring the trunk diameter of nursery stock. Caliper is the average diameter of the trunk of a nursery tree measured six (6) inches above the ground for trunks less than or equal to an average of four (4) inches in diameter (when measured six (6) inches above ground) . When the trunk of a nursery tree is greater than an average of four (4) inches in diameter (when measured six (6) inches above ground), caliper is the average diameter at 12 inches above ground (see figure 8.02.1).	Scriverens Error	3/5/2013	Hap
Code	Table 18.390.1	Tree Permits	Tree removal permits were struck from Table 18.390.1 (Summary of Permits by Type of Decision-Making Procedure). Should they in fact be included somewhere in this table, especially complex permits, which follow the Type III decision-making procedure outlined in 18.390.050?	Tree Removal Permits are no longer a land use decisions so this table should remain as is.	6/20/2013	Tim
Manual	Urban Forestry Manual 2.1.F	Tree Permits	Add a spacing standard to the Street Tree Planting and Maintenance Standards to address acceptable distance from buildings. This will have the effect of allowing street trees which are causing damage to buildings to be removed according to the free simple process.	Administrative Rules Amendment	9/15/2012	Marissa
N/A	All		Do additional outreach to River Terrace property owners about the updated regulations (so they don't preemptively cut down trees)	Complete	3/19/2013	Darren/ Marissa
N/A			How is tree permit requirement for development trees defined? By zone or by type? (i.e. Single family home in MUE)		3/7/2013	Tom