



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

Portland Parks & Recreation Urban Forestry Programmatic Permit Portland Parks & Recreation Zone Operations Fiscal Years 2015-16 to 2016-17

1.0 GOALS:

- 1.1 Protect, preserve, and restore the urban forest (Urban Forest Management Plan (UFMP), 2004).
- 1.2 Promote stewardship of the urban forest (UFMP, 2004).
- 1.3 Prevent cumulative adverse impacts to the urban forest and ensure that there is no reduction in tree canopy coverage over time (Title 11.45).
- 1.4 Maintain public safety and tree canopy health.

2.0 TERMS AND TIMELINE OF PERMIT:

- 2.1 **Permit duration is from the date of final signature through June 30, 2017.**
The permit must be signed and in effect before tree work is conducted.
- 2.2 Portland Parks & Recreation (PP&R) Zone Operations is the responsible party for all activities in this permit and shall ensure all staff, contractors, and volunteers comply with the terms and conditions of this permit.
- 2.3 This permit applies only to tree management activities not related to site development or development projects. Separate permits are required for tree activities related to development.
- 2.4 This permit is issued under the authority of the City Forester in compliance with the requirements of City of Portland Title 11 Trees.

3.0 SCOPE OF WORK:

- 3.1 Activities shall prevent cumulative adverse impacts to the urban forest and ensure no net reduction in tree canopy coverage over time.

City Nature - Urban Forestry

1900 SW 4th Ave, Suite 5000
Portland, OR 97201
Tel: (503) 823-TREE (8733) Fax: (503) 823-4493

Administration

1120 S.W. 5th Ave., Suite 1302
Portland, OR 97204
Tel: (503) 823-7529 Fax: (503) 823-6007

Portland Trees – www.Portlandoregon.gov/trees - permits, tree removal, report a downed tree.

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PortlandParks.org • Amanda Fritz, Commissioner • Mike Abbaté, Director



3.2 Activities shall support the 2004 Urban Forest Management Plan.

3.3 Locations

All permit activity shall occur on Portland Parks & Recreation property on developed parks and hybrid parks. Pruning activities may also occur on trees in the City right-of-way adjacent to a park.

3.4 Definitions

- a. City trees: Trees located on City-owned property
- b. Street trees: Trees located in the City right-of-way
- c. DBH: diameter at breast height; the diameter of a tree trunk measured at 4.5 feet above the ground
- d. Nuisance tree: a tree of a species listed on the Portland Plant List's Nuisance Plant List

3.5 Pruning

- a. Zone Operations staff may prune trees for the following reasons:
 - to improve their health and form;
 - to remove dead, dying, dangerous, damaged, and diseased portions of trees; and
 - to provide clearance to meet code requirements or allow passage along sidewalks, trails, walkways, driveways, parking areas, and service roads.
- b. Pruning shall be made with proper pruning cuts and sharp tools. City tree pruning activities shall adhere to American National Standards Institute (ANSI) *A300 Pruning Standard – Part 1*, and International Society of Arboriculture *Best Management Practices: Tree Pruning*, including any amendments or revisions. Street tree pruning activities shall adhere to the City of Portland's *Street Tree Pruning Standards* (Appendix A).
 - i. All persons conducting this work shall have the training, experience, and equipment necessary to conduct the pruning work in a controlled and safe manner.
 - ii. For trees pruned, no more than 25% of the live crown shall be removed within an annual growing season.
 - iii. When pruning from the ground, care shall be taken to avoid cutting the trunk above the cut.
 - iv. Trees shall not be topped.
- c. Pruning activities may include low limbing, crown thinning, and removal of suckers and water sprouts. Pruning may be done up to a height of 15 feet.
- d. Elm pruning requirements
In order to limit the spread of Dutch elm disease and comply with Oregon's state quarantine of elm wood, the following rules apply to the pruning of elm trees (*Ulmus* spp.):
 - i. Elm trees shall not be pruned from April 15 through October 15 annually, except when required for public safety.

- ii. Pruning tools shall be treated with disinfectant before and after pruning individual elm trees.
- iii. All elm wood waste shall be chipped or taken to an approved commercial disposal site within 24 hours of cutting.
- e. Zone Operations staff who conduct routine tree pruning activities shall attend a pruning training workshop put on by Urban Forestry at least once during the permit timeframe.
- f. Staff shall identify themselves to the public as PP&R employees while conducting pruning activities by wearing a safety vest or an article of clothing with the PP&R logo.

3.6 Removal

- a. Nuisance trees
 - i. Nuisance trees 12 inches DBH or smaller may be removed without prior notification. Mitigation (3.6.h) and reporting (3.6.i) requirements apply.
- b. Non-nuisance trees
 - i. Dead, dying, or dangerous non-nuisance trees less than 6 inches DBH may be removed without prior notification. Mitigation (3.6.c) and reporting (3.6.d) requirements apply.
- c. Mitigation
 - i. Trees removed by Zone Operations staff under this permit shall be mitigated by planting trees one-for-one.
 - ii. Replacement trees shall be planted within the next two planting seasons (October to April) immediately following removal.
 - iii. Trees planted for mitigation shall be monitored and replaced in kind if they die within two years of planting.
 - iv. Zone Operations may arrange for Urban Forestry to conduct mitigation tree planting and establishment as per this permit at Urban Forestry's expense.
- d. Reporting
 - i. The number, species, and DBH of trees removed shall be reported, as well as the condition of the trees, reason for removal, and type of mitigation (see Appendix C).
 - ii. The number, species, stock size, and location of trees planted as mitigation shall be reported (see Appendix C).

3.7 Planting

- a. Planting activities shall adhere to American National Standards Institute (ANSI) A300 *Planting and Transplanting Standards* and International Society of Arboriculture *Best Management Practices: Tree Planting*.

- b. The species, location, size, and installation technique of trees planted shall be mutually acceptable to Zone Operations staff, Urban Forestry, and Parks planning staff.
- c. Species selection
 - i. Street trees (trees in the City right-of-way) selected for planting shall be selected from the City's Approved Street Tree Planting Lists (www.portlandoregon.gov/trees/plantinglists) or approved by the City Forester.
 - ii. Tree species selected for planting in environmental (c, p) or scenic (s) overlay zones shall be chosen from the Portland Plant List's Native Plants List.
 - iii. Trees on the Portland Plant List's Nuisance Plants List shall not be planted.
 - iv. Species diversity requirements
 - a. When planting fewer than 8 trees per site per calendar year, they may all be the same species.
 - b. When planting between 8 and 24 trees per site per calendar year, no more than 40 percent of the total planted shall be of one species.
 - c. When planting more than 24 trees per site per calendar year, no more than 24 percent of the total planted shall be of one species.
 - d. Trees shall be a minimum of 2 inches caliper for broadleaf trees or at least 5 feet in height for coniferous trees at the time of planting.
 - e. Plantings shall be monitored and guaranteed for at least two years and replaced in kind if they die within this timeframe.
 - f. The number, species, stock size, and location of trees planted shall be reported.

3.8 Zone Operations staff may also assist in application of pesticides or herbicides, public notifications and postings, and inspections in the event of insect or disease outbreaks in the urban forest. Pesticide and herbicide application shall be in accordance with PP&R Integrated Pest Management policies.

4.0 COMMUNICATION:

4.1 Zone Operations shall maintain accurate permit contact information with Urban Forestry.

4.2 **Zone Operations contact**

Alex Salazar, Parks Maintenance Supervisor
 Mailing address: 6437 SE Division St., Portland, OR 97206
 Phone: 503-823-3643
 Email: alex.salazar@portlandoregon.gov

4.3 Zone Operations representative

Eileen Argentina, Parks & Recreation Services Manager
Mailing address: 1120 SW 5th Ave., Suite 1302, Portland, OR 97204
Phone: 503-823-45103
Email: Eileen.argentina@portlandoregon.gov

5.0 QUALITY CONTROL AND REPORTING:

5.1 Reporting

Qualitative and quantitative activities reports shall be sent to Urban Forestry once per fiscal year for the duration of the permit (see Appendix B and Appendix C). Completed forms shall be received no later than one month after the reporting period.

a. Reporting periods:

July 1, 2015 – June 30, 2016 report due by: August 1, 2016

July 1, 2016 – June 30, 2017 report due by: August 1, 2017

5.2 Inspections

Urban Forestry may inspect the property to determine compliance with the conditions of the permit.

5.3 Compliance

It is the permit holder's responsibility to adhere to the terms of the permit. If the terms of the permit are not met, the permit holder shall be notified of the violation in writing and informed of the actions necessary to correct the violation(s). If the corrective actions are not undertaken within the specified timeframe, Urban Forestry may impose any or all of the following actions until the violation is corrected:

- Temporary stop work order
- Revocation of the Programmatic Permit
- Denial of future Programmatic Permits
- Additional conditions imposed upon the activities permitted by the Programmatic Permit
- Enforcement penalties
- Civil penalties up to \$1000 per tree per day of violation
- Restoration fees imposed for trees found in violation.

a. Fees shall follow the adopted Title 11 fee schedule at www.portlandoregon.gov/trees/fees.

5.4 Revisions

Urban Forestry may modify the specifications of the permit in order to respond to concerns, changes in regulations, or previously unforeseen issues. The permittee shall be notified at least 3 weeks in advance in writing of the intent to modify the permit and shall be provided an opportunity to comment on the proposed changes. The permittee shall also have an opportunity to appeal the permit if changes are made. Changes shall not go into effect until the permit is updated in writing.

6.0 RESOURCES:

ANSI A300 (Part 1)-2008 Pruning: Tree Care Operations: Tree, Shrub, and Other Woody Plant Management: Standard Practices (Pruning). Revision of ANSI A300 (Part 1)-2001. 2008. American National Standards Institute, Washington, DC.

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

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

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

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

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

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

7.0 APPENDICES:

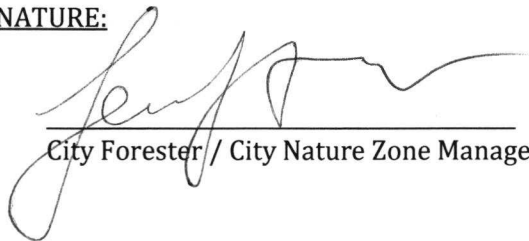
Appendix A – City of Portland Street Tree Pruning Standards

Appendix B – Qualitative reporting template

Appendix C – Quantitative reporting template

8.0 SIGNATURE:

By:



City Forester / City Nature Zone Manager

Date:

7/17/15

Portland Parks & Recreation Zone Operations
Programmatic Permit FY15-16 to FY16-17
Appendix A



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

City of Portland

PP&R Urban Forestry Street Tree Pruning Standards

Portland Parks & Recreation Urban Forestry issues permits for all street tree pruning work within the City of Portland under the guidance of City Code Title 11 Trees. This document contains pruning standards to inform residents, contractors, business owners, city staff, and others of acceptable street tree pruning activities.

Foundation for the Standards

City of Portland pruning standards generally reflect industry standards and acceptable best management practices for pruning as published in the *American National Standards Institute (ANSI) A300 Pruning Standards* and *International Society of Arboriculture Best Management Practices: Tree Pruning*. In some cases the City of Portland standards are more restrictive than those in the publications above, given the City's goals of optimizing and enhancing the urban forest. This document provides standards specific to street tree work within the City of Portland. Educational information on pruning can also be found in the Portland Parks & Recreation brochure "Pruning and Care of Young and Mature Trees."

Tree Pruning Specifications

The word "shall" indicates that a practice is mandatory. The word "should" refers to a practice that is highly recommended. The purpose of pruning is to develop and preserve tree structure, health, and the final appearance of the tree(s). Any person pruning a street tree shall do so in an appropriate manner, in order to maintain a tree form typical of the species or cultivar of the tree being pruned.

Pruning permit process

Any person intending to perform work on street trees must first obtain a Street Tree Pruning Permit from the City of Portland by submitting a permit application to Portland Parks & Recreation's Urban Forestry Division. Only an owner of the property abutting the street tree, or the owner's designee, may apply for a Street Tree Pruning Permit.

City Nature - Urban Forestry Division
1900 SW 4th Ave., Suite 5000
Portland, OR 97201
Tel: (503) 823-8733 Fax: (503) 823-4493

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1120 S.W. 5th Ave., Suite 1302
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There is no fee for a permit to prune street trees. All work sites are subject to inspection before, during, and after work is completed.

Types of pruning

Pruning should only be done with a specific objective. To meet the objective(s) identified for a tree, one or more of the following types of pruning may be permitted by PP&R Urban Forestry: crown cleaning, crown raising, crown restoration, and young tree training. Each of these pruning types is described in further detail in *ANSI A300 Standards* and *Best Management Practices: Tree Pruning*. It is the responsibility of the person conducting the work to be familiar with each type of pruning, its benefits, and its limitations. Street Tree Pruning Permits will indicate one or more of the following types of pruning allowed under an individual permit:

- **Crown cleaning** is the removal of water sprouts and dead, dying, diseased, crowded, weakly attached, and low vigor branches from a tree's crown.
- **Crown raising** removes the lower branches of a tree in order to provide clearance for vehicles, pedestrians, and buildings. The City of Portland requires maintaining clearance standards 7½ feet above the sidewalk, 11 feet above residential streets, and 14 feet above main arterial streets.
- **Crown restoration** is used to improve the structure, form, and appearance of trees that have sprouted vigorously after being broken, topped, or severely pruned using heading cuts. Crown restoration may require several prunings over a number of years as new dominant branches take time to form.
- **Young tree pruning:** Young trees should be pruned to develop good structure, including a strong and well established central leader, strong branch attachments, and adequate spacing and distribution of scaffold branches. Young tree pruning will need to occur on an ongoing basis over the first ten years after tree planting.

A Street Tree Pruning permit may also allow additional specific activities outside of the above pruning types. In such cases, the allowed activity will be specifically noted on the permit. If not included on the permit, the activity is not allowed.

Additional activities may include:

- **Weight reduction:** In order to reduce the likelihood of limb or trunk failure, proper pruning cuts at the end of limbs are used to reduce the weight of a limb.
- **Clear infrastructure:** Pruning to clear street light poles, buildings, stop signs, and other infrastructure.
- **Remove defective part:** Pruning to remove a specific defect.

Pruning cuts

- The three-cut approach to pruning, as described in the Portland Parks & Recreation brochure “Pruning and Care of Young and Mature Trees,” shall be used to prevent tearing of the bark and vascular tissue.
- Branches shall be pruned at the branch collar or a lateral branch. Internodal pruning and leaving branch stubs are not permitted. Flush cuts are not permitted.
- Lions tailing is not permitted. Lions tailing is the improper practice of removing all or most secondary and tertiary branches from the interior portion of the crown, leaving most live foliage at the edge of the canopy.
- Topping is not an acceptable pruning practice and is prohibited. Topping is the reduction of a tree’s size using heading cuts that shorten limbs or branches to a predetermined crown limit.

Amount of pruning

- No more than 25% of the crown shall be removed within an annual growing season.

Tools and equipment

- Pruning tools shall be sharp and appropriately sized for the pruning cut.
- Equipment that will damage the bark and cambium layer shall not be used on or in any tree.
- Spikes or climbing spurs shall not be used for climbing trees during pruning operations.

Elm pruning requirements

In order to limit the spread of Dutch elm disease and comply with Oregon’s state quarantine of elm wood, the following rules apply to the pruning of elm trees (*Ulmus* spp.):

- Elm trees shall not be pruned from April 15 through October 15 annually.
- Pruning tools shall be treated with a disinfectant before and after pruning individual elm trees.
- All wood waste shall be chipped or taken to an approved commercial disposal site within 24 hours of cutting.

Resources

ANSI A300 (Part 1)-2001 Pruning: Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices (revision and redesignation of ANSI A300-1995, includes supplements). American National Standards Institute, Washington, DC.

ANSI Z133.1–2006. Standards for Arboricultural Operations: Safety Requirements. American National Standards Institute, Washington, DC.

Best Management Practices: Tree Pruning. 2002. Gilman, E. and S. Lilly. International Society of Arboriculture. Champaign, Il.

Portland Parks & Recreation. Pruning and Care of Young and Mature Trees brochure. <http://www.portlandonline.com/parks/index.cfm?c=39712&a=179897>

Ver. 12/3/2014

Portland Parks & Recreation Zone Operations
Programmatic Permit FY15-16 to FY16-17
Appendix B

Portland Parks & Recreation Zone Operations
Programmatic Permit FY15-16 to FY16-17
Appendix C

PP&R Zone Operations Tree Removal Report

Report period:

\$ Paid into the Tree Planting & Preservation Fund:

Today's date:

Please fill out one row for each tree removed during the report period.

Removal location	Common name	Botanical name	Native?	Nuisance?	DBH	General condition	Reason for removal	Notes
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PP&R Zone Operations Tree Planting Report

Report period:

Today's date:

Please fill out one row for each tree planted under the permit during the report period.

Planting location	Common name	Botanical name	Native?	Stock size (inches caliper)	Notes
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Tree Removal Report Metadata

Removal location	describe where trees were removed from
Common name	list the common name of the tree species
Botanical name	list the scientific name of the tree species, including the cultivar if known
Native?	write yes if the tree is a species listed as a native tree in the Portland Plant List (see www.portlandoregon.gov/trees/nativetrees)
Nuisance?	write yes if the tree is a species listed as a nuisance tree in the Portland Plant List (see www.portlandoregon.gov/trees/nuisancetrees)
DBH	diameter at breast height (4.5 feet above the ground) in inches
General condition	e.g. dead, dying, dangerous, good, fair, poor, diseased, etc.
Reason for removal	e.g. nuisance, thinning, etc.
Notes	any special notes about the tree or the tree's location

Tree Planting Report Metadata

Planting location	describe where trees were planted
Common name	list the common name of the tree species
Botanical name	list the scientific name of the tree species, including the cultivar if known
Native?	write yes if the tree is a species listed as a native tree in the Portland Plant List (see www.portlandoregon.gov/trees/nativetrees)
Stock size	caliper size. Caliper is the diameter of the tree measured at 6 inches above the trees' natural ground line.
Notes	any special notes about the tree or the tree's location