City of Veneta
88184 8th Street
P.O. Box 458
Veneta, Oregon 97487
Phone: (541) 935-2191
Fax: (541) 935-1838

TYPE "A" TREE REMOVAL PERMIT APPLICATION

Date Received _____ TP # _____

Application Fee..... No Charge

Applicant Name:_____
Mailing Address:_____ Phone:_____
City/State/Zip:_____

Property Owner Name:_____
Mailing Address:_____ Phone:_____
City/State/Zip:_____

Assessor's Map Number (Township, Range, Section, Quarter Section)	Tax Lot(s)	Site Address	Zone

Please provide a brief description of the trees proposed for removal, including common name, health and diameter at breast height (dbh @ 4 1/2' above grade) or circumference. (Note: dead trees do not count towards the three allowed removals, but should be indicated to allow verification of tree condition by City Staff.)

Tree #	**Common Name**	**Health**	**DBH** or **Circ**
1		☐Good ☐Poor ☐Dead	
2		☐Good ☐Poor ☐Dead	
3		☐Good ☐Poor ☐Dead	
4		☐Good ☐Poor ☐Dead	
5		☐Good ☐Poor ☐Dead	
6		☐Good ☐Poor ☐Dead	

Please provide a brief explanation of why tree removal is necessary:

_____
_____
_____
_____

Would you like to receive assistance from the tree fund to plant a new tree? ☐Yes ☐No

Please provide a sketch of the location and number of trees in relation to surrounding structures, property lines, etc., sufficient to allow City staff to locate the trees in question:

I HEREBY STATE THAT THE FACTS RELATED IN THE ABOVE APPLICATION AND THE PLANS AND DOCUMENTS SUBMITTED HEREWITH ARE TRUE, COMPLETE, CORRECT, AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Applicant's Signature:_____

Property Owner's Signature: _____

Staff Comments:

_____

_____

_____

_____

_____

_____

_____

_____ _____

Veneta Building & Planning Official **Date**

TYPE “A” TREE REMOVAL PERMIT

A person seeking to remove one to three trees shall apply to the City of Veneta for a Type “A” Tree Removal Permit. There is no processing fee for a Type “A” tree removal permit.

Application for a Tree Removal Permit shall be made before removing or transplanting trees, except in emergency situations as provided in Veneta Municipal Code (VMC) 8.10.040.

By submission of an application, the applicant shall be deemed to have authorized City representatives to have access to applicant’s property upon 24 hours notice as may be needed to verify the information provided, to observe site conditions, and if a permit is granted, to verify that terms and conditions of the permit are followed.

Approval to remove up to three trees within a 12-month period, on any property, shall be granted if the application meets all of the following requirements:

A. A completed request for Type A permit has been filed on the forms provided by the City.

B. The request is for removal of three (3) or fewer trees within a single twelve (12) month period.

C. The trees subject to removal are not Heritage Trees, or street trees.

D. The trees subject to removal were not retained as part of a previous site development approval or planted as mitigation for a previous tree removal.

E. The tree removal is not to be performed in conjunction with a land development which requires a land use approval including but not limited to Site Plan Review or amendment, Subdivision, or Partition approval.

Where the City determines that an application to remove a tree or trees does not meet the criteria of (A) - (E) of this section, an application may be submitted as a Type “B” application. The grant or denial of the Tree Removal Permit application shall be the responsibility of the Veneta Building & Planning Official.

In order for us to process your permit, please fill out and submit the attached form to Veneta City Hall. Your permit will be processed within ten (10) days of receipt.

Depending on availability of funds, you may be eligible to receive a voucher towards purchase of a new tree to be planted on your property. Please check the appropriate box on the attached form if you would like to participate with this program.