

TREE REMOVAL PERMIT APPLICATION

Borough of Franklin Lakes
480 DeKorte Drive
Franklin Lakes, NJ 07417
Evan Dilluvio, Tree Specialist
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201-891-4000, Ext 1221



Tree Removal Permit # _____

Application Date _____

Homeowner/Agent must complete Sections 1, 2 and 3, and sign at end of application

1. Total number of trees proposed for removal: _____

Homeowner/Agent Name: _____ Date: _____

Site Address: _____ Reason for Activity: _____

Site Owner: _____

Site Owner's Daytime Phone #: _____ E-mail: _____ Block: _____ Lot: _____

Tree to be removed by: Property Owner _____ or NJTC _____ NJTC Registration # _____

NJTC Business: _____ NJTC Address: _____

LTE#: _____ or LTCO#: _____ Name: _____

Telephone/Cell: _____ E-mail: _____

Any construction currently or planned on site/Open permit(s)? _____ # of trees on Lot _____

Are you before the Planning Board/Zoning/Engineering for review of future construction? _____

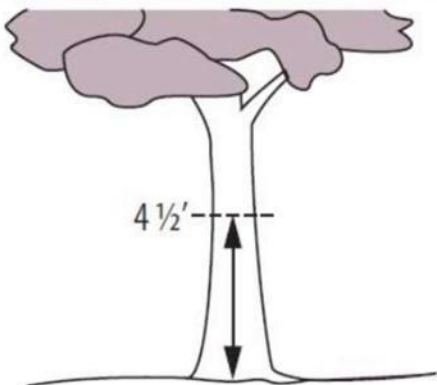
Previous Tree Permit # _____, Date: _____, and # of Trees Approved for Removal: _____

2. Draw a sketch or attach a site plan of trees proposed to be removed

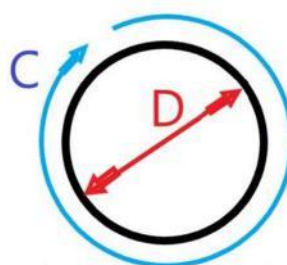
In your sketch, include the road your house is on, your house, and driveway in relation to the tree(s).

Trees are 7" or larger in diameter at breast height (DBH), measured at 4.5' above ground – when the trunk splits below DBH, it is 2 trees. See below. All trees proposed for removal MUST be marked with TAPE ONLY around trunk.

Measuring Tree Size for Existing Trees



Finding the Diameter



$$D = \frac{C}{\pi} \quad (3.14)$$

Take the circumference of the circle, divide it by π to get the diameter

Image of how to calculate diameter with circumference measurement

3. Tree removal information

Permit application must be submitted at least 14 business days prior to proposed removal.

List trees to be removed (please list additional trees on separate sheet if necessary):

Type/DBH	Reason for removal	(TREE SPECIALIST ONLY)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		

- A copy of the applicant's property survey, site plan or hand drawn map with the trees to be removed clearly located is required for this application to be considered.
- The submittal of a tree mitigation replacement plan may be required and is indicated below.
- Approved permits are valid for 90 Days

Borough will complete Sections 4, 5 and 6

4. Fee: \$100.00 for the first 5 trees and \$25.00 per tree thereafter
 Tree Size requirement 7", dead or alive

Total number of trees proposed for removal: _____

Total Permit Fee \$: _____ Check #: _____

Receipt #: _____ Date: _____

Tree Bond Amount (min. \$5,000/Acre): \$ _____

Tree Bond: _____ Check #: _____

Receipt #: _____ Date: _____

5. Tree replacement mitigation schedule

Replacement Schedule and Mitigation Requirement

Upon approval of a permit to remove live tree(s), applicant shall, at their expense, plant tree(s) in the place of tree(s) removed as per the Tree Mitigation Schedule below. A cash or surety bond shall be posted by applicant for the planting of replacement trees in the amount of \$850 per replacement tree prior to issuance of a tree removal permit. The bond shall be returned to applicant upon approval by the Tree Specialist of the proper planting of replacement trees.

In cases where, in the discretion of the Tree Specialist, the planting of new tree(s) in place of the tree(s) removed would not be feasible, applicant shall pay a fee in the amount of \$850 per replacement tree. Said fee shall be paid prior to issuance of a tree removal permit.

Tree Replacement Plan: Not required Required

A # of trees to be removed	B Diameter of tree(s) to be removed	C # of replacement trees required	D Total number of replacement trees (Column A x Column C)
	Dead/Poor/Hazardous/Ash	0	
	Building Septic/Footprint	0	
	Under 7"	0	
	1 st tree 25' house	0	
	2 nd tree 25' house	1	
	7"-16"	1	
	16-22"	3	
	22"-28"	5	
	28"-34"	7	
	34" or greater	9	
Total Column D			

- **Replacement trees shall be planted in the next planting season – either before June 1 or after October 1.**

- **Minimum required size of replacement trees: (See Recommended Tree List)**
 - **Deciduous replacements are required to be no less than 2.5" in caliper.**
 - **Coniferous replacements are required to be 8' to 10' in height.**
- **No substitutions of replacement tree varieties permitted without prior Borough written approval.**

6. Tree Removal Permit APPROVAL

APPROVED # of Trees Approved for Removal: _____

NOT APPROVED

of Trees Not Approved: _____

More than 10% Trees planned for removal

Tree Planting Replacement _____ (Trees) Amount Owed \$ _____

Notes: _____

Name of Borough Official: _____ Signature: _____

Date: _____

APPLICANT SIGNATURE

By signing the application below you are acknowledging the requirements for tree replacements AND the penalties for violations of the tree removal permit requirements:

§ 300-157 **Violations and penalties; costs charged against lands; enforcement.** Violations and penalties. Any person violating any of the provisions of this article shall be subject to a fine of **not less than \$500 nor more than \$5,000 per tree** and/or imprisonment in the county jail for a period not to exceed 90 days and/or 90 days of community service. Each tree damaged, removed or destroyed in violation of this article shall be considered a separate offense, and a separate fine shall be levied for each tree. In addition, the court shall require the guilty party to replace trees that have been removed or damaged in violation of this article, in accordance with the tree replacement schedule in Section 300-152 of this chapter.

The applicant, by applying for this permit, is authorizing Borough personnel to access the property for tree inspections.

Signature of Applicant: _____ Date: _____

If Tree Replacement-Mitigation is required

Please choose one:

Tree planting will be completed as per Tree Mitigation Schedule - A cash or surety bond shall be posted by applicant for the planting of replacement trees in the amount of \$850 per replacement tree prior to issuance of a tree removal permit. The bond shall be returned to applicant upon approval by the Tree Specialist of the proper planting of replacement trees. *Note: Tree planting required within 6 months of permit approval.*

Tree Specialist approved payment in lieu of planting new trees. Applicant shall pay a fee in the amount of \$850 per replacement tree. Said fee shall be paid prior to issuance of a tree removal permit.

Signature of Tree Specialist:

_____ Date: _____

Signature of Applicant: _____ Date: _____

To be completed by Tree Specialist

Amount of Tree Bond (trees being replaced): \$_____ Date Received: _____

Amount of Payment in Lieu of tree replacement: \$_____ Date Received: _____