

BOROUGH OF TENAFLY
TREE REMOVAL PERMIT

A. Applicant

Name of Applicant _____

Address _____

Telephone No. _____ Email: _____

B. Classification of Application (Check one)

Home Improvement: Any expansion or addition to an existing residence for which a certificate of occupancy has previously been issued, or for the construction of improvements such as, but not limited to, any garage, pond, patio, deck, driveway, sidewalk, or accessory building, on any residential lot(s) upon which there is an existing residence for which there exists a valid certificate of occupancy. The construction of a tennis court or a swimming pool shall not be considered a "home improvement."

Development: The expansion or construction of any structures on residential or non-residential property that does not qualify as a home improvement.

Other: _____

C. Location of Property

Address _____ Zone _____

Known as Block _____ in Lot _____ on the Tax Map of the Borough of Tenafly.

D. Property Owner (If different than Applicant)

Name of Property Owner _____

Address _____

Telephone No. _____

E. Type of Permit Application (Check one)

Minor tree removal application means an application to remove less than twenty (20) trees from a single lot.

Major tree removal permit application means an application to remove twenty (20) or more trees from a single lot.

F. Number of Trees to be Removed

The undersigned hereby applies for a permit to remove_____ trees of a caliper of six inches or more on the property identified above.

Total number of trees removed from this lot, including this request, within in twenty-four (24) month period from date of application:_____ trees.

G. Tree Removal Fees

The fee for a Tree Removal Permit shall be as follows:

- \$25.00 per tree **TOTAL:** _____
- \$75.00 for review of any proposed revision or amendment to a previously approved tree removal permit.

Notwithstanding the above fee schedule, no permit fee shall be required for the removal of a dead or hazardous tree located within the buffer area, provided the applicant and/or property owner provides a certification from a Tree Specialist confirming the condition of the tree, and satisfies all of the other requirements of the ordinance and the provisions of Resolution #R02-194 adopted June 25, 2002.

H. Notice or Consent of Adjoining Property Owner (If Required)

In the event the Director of Public Works determines that any tree to be removed is located within the buffer area or in close proximity to the property line between the two properties, the applicant is required to notify the owner of the adjacent property by letter or personal contact and the applicant shall be required to submit written evidence of such notification at the time of application for a tree removal permit. In addition, in the case of any tree shown on a survey plan located on a property line, the applicant shall be required to obtain written consent from the adjacent property owner to remove said tree and said written consent shall be submitted by the applicant at the time of application for a tree removal permit.

I. Tree Removal Plan

Attach an original copy of a tree removal plan consisting of a map drawn to scale showing the location of all trees on the property of a caliper of six (6) inches or greater, and the location of all trees to be removed, the species of such trees, and their caliper. The tree removal plan must be prepared, signed and sealed by a licensed professional engineer or land surveyor, and must show the location of all existing and proposed structures on the property, together with the distance, up to fifteen (15) feet, that the trees proposed to be removed are located from such structures and from property lines.

Q. FOR BOROUGH USE ONLY
APPLICATION CHECK LIST

- Tree removal plan
- Tree mitigation plan
- List of trees to be removed
- Notice to adjacent property owner, if applicable
- Consent of property owner
- Site Plan
- Permit fee:

Amount \$_____ Check No. _____ Date Paid_____

TREE APPLICATION COMPLETE by: _____ Date: _____

TREE APPLICATION INCOMPLETE: by: _____ Date: _____

APPLICATION DISPOSITION

- Approved
 - Approved subject to posting required mitigation cash bond of \$_____
 - Approved with exceptions noted_____
- _____

Denied

By: _____ Date _____

TREE BOND \$_____ Check _____ Cash _____ Date _____

Received by: _____