



# **Borough of Eatontown Tree Removal /Tree Trimming Application for Permit**

Homeowner/Contractor Application

Application Fee \$25

Any of the following living trees having a trunk of a diameter greater than as set forth below, measured at one foot above ground level: **(a)** Deciduous tree: six inches (or circumf. 19 inches). **(b)** Coniferous tree: six inches (or circumf. 19 inches). **(c)** American holly tree (*Ilex opaca*), dogwood (*Cornus florida*), and broadleaf evergreens: one inch shall apply to the Zoning Officer for permit to remove such tree(s).

Trimming of trees located in the front yards of residential properties requires prior review and approval from the Zoning Officer in coordination with the Department of Public Works.

## **Chapter 307 of the Code of Eatontown titled “Trees, Removal of”**

### **307-1 Purpose:**

The governing body of the Borough of Eatontown finds and concludes that trees are a significant, historical, aesthetic, and valuable ecological resource. Because of this, trees on public and private property are to be protected and preserved. Preserving and protecting the Borough’s trees will counteract air pollution, minimize soil erosion and other related environmental damage, enhance the aesthetic environment of the Borough, and preserve property values. This Ordinance is intended to maintain and enhance the general health, safety, and welfare of the residents of the Borough by preserving and protecting one of the Borough’s most valuable assets, its trees. This Ordinance provides that no trees shall be removed, cut down, or otherwise destroyed, unless a Tree Removal Permit has been issued by the Borough. Tree trimming and pruning are exempt from the permitting requirements unless the tree would be destroyed by the trimming or pruning.

### **24-3 Permit Requirements:**

Any residential or commercial property owner seeking to remove a tree on their property is subject to an application process, as defined in 307-3 (a) (b)

See Borough of Eatontown Ordinance Chapter 307 – Trees, removal of, for complete details of ordinance and requirements.

**BOROUGH OF EATONTOWN  
TREE REMOVAL APPLICATION FOR PERMIT**

**NAME OF APPLICANT:** \_\_\_\_\_

**APPLICANT ADDRESS:** \_\_\_\_\_

**APPLICANT EMAIL:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**LOCATION OF TREE REMOVAL:** Block # \_\_\_\_\_ Lot # \_\_\_\_\_

\_\_\_\_\_  
(Street Address)

**TREES TO BE REMOVED BY:** (Check One)

☐ Property Owner: \_\_\_\_\_

☐ NJ Licensed Tree Service Provider: \_\_\_\_\_

Name of Tree Service: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business License (NJTC) Number: \_\_\_\_\_  
(Required)

\*LTE, LTCO or ISA Certified Arborist (CA) Number: \_\_\_\_\_

\*Per NJ Law N.J.S.A. 45:15C-11 (2017), all tree companies in NJ must employ at least one licensed tree expert.

**TREES TO BE REMOVED**

Total number of trees requested to be removed: Dead: \_\_\_\_\_ Living: \_\_\_\_\_ = Total: \_\_\_\_\_

QTY	SPECIES (IF KNOWN)	TRUNK DIAMETER	CONDITION (LIVING/DEAD/ DISEASED)	REASON FOR REMOVAL

- Trunk Diameter = measured at one-foot above ground level: (a) Deciduous tree: six inches (or circumf. 19 inches). (b) Coniferous tree: six inches (or circumf. 19 inches). (c) American holly tree (Ilex opaca), dogwood (Cornus florida), and broadleaf evergreens: one inch
- List additional trees on back of this form.

Identify all trees requested to be removed with ribbon or colored plastic tape (spray painting or other permanent marking, damaging, or defacing of trees is prohibited).

**Total Tree Count on Property (approx.):** \_\_\_\_\_ **Date:** \_\_\_\_\_

## TREE REMOVAL PLAN

- Submit a copy of existing survey or a sketch of property. Sketch should include house, driveway, and accessory buildings.
- Identify the location of all trees to be removed with an X (with species and diameter if possible).

## APPLICANT'S AGREEMENT AND SIGNATURE

I hereby certify that all information submitted on this application and accompanying plans (if applicable) is true to the best of my knowledge. I further attest that any tree destroyed or removed in violation of the Borough of Eatontown Tree Ordinance shall be replaced according to the cart below:

Category	Tree (as defined and measured in Chapter 301-1. B.) Removed	Tree Replacement Criteria	Payment to Tree Fund In-Lieu of Replacement
1	1" to 12.99" DBH	Replant 1 tree with a minimum tree caliper of 2.5"-3" for each tree removed	\$200
2	13" to 22.99" DBH	Replant 2 trees with minimum tree calipers of 2.5"-3" for each tree removed	\$300
3	23" to 32.99" DBH	Replant 3 trees with minimum tree calipers of 2.5"-3" for each tree removed	\$400
4	33" or greater DBH	Replant 4 trees with minimum tree calipers of 2.5"-3" for each tree removed	\$500

☐ Applicant will replace the required number of trees.

☐ Applicant requests to pay Tree Fund for tree replacement in lieu of planting trees on property.

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

I certify that \_\_\_\_\_ trees to be removed are dead.

## VIOLATIONS AND PENALTIES

§307-7 Fines and Penalties.

A. Commercial Properties: All allegations of code violations shall be referred to the Zoning Officer. The Zoning Officer shall determine site plan conformity.

1. In consultation with the Borough Engineer, the Zoning Officer shall have the authority to determine if the property is in violation of Site Plan approval.

2. If the property is in violation of Site Plan approval, the property issue shall be returned to the Planning Board or Zoning Board for resolution.

3. If a violation is found to exist which does not require appearance at the Planning Board or Zoning Board, the matter shall be referred to the Shade Tree Commission, who in conjunction with the Borough Engineer shall recommend replacement trees or payment to the tree fund. Commercial Properties who disagree with this decision may appeal to the Planning or Zoning Board, as appropriate for final resolution.

B. Residential Properties: All residential properties whose owners cut a non-hazardous tree without permission shall be subject to the following penalties.

1. Trees on a public easement or right-of-way: The owner shall meet with the Shade Tree Commission to determine whether a replacement tree must be planted. If a replacement tree is not plausible due to issues with topography and roots, etc. the owner shall be required to make a payment to the tree fund. Failure to do so will result in a violation of the ordinance and the issuance of a summons to Court by the Code Enforcement Officer.

C. The Zoning Officer shall be responsible to implement and enforce this Ordinance. The failure to replace a tree or make a payment to the Eatontown Tree Fund as required by the Ordinance shall result in a penalty to be assessed in an amount up to \$2000 per violation.

**FOR OFFICIAL USE ONLY**

Date \_\_\_\_\_

Payment \_\_\_\_\_

Permit Number: \_\_\_\_\_

Date of Field Inspection: \_\_\_\_\_

Total Tree Count: \_\_\_\_\_

Date: \_\_\_\_\_

The application for \_\_\_\_\_ trees to be removed is:

☐ Approved by the Borough of Eatontown (Permit Valid For 1 Year from Date of Approval)

Conditions: \_\_\_\_\_

☐ Denied by the Borough of Eatontown

**TREE REPLACEMENT REQUIRED**

\_\_\_\_\_ Trees at 1" to 12.99" DBH

\_\_\_\_\_ Trees at 13" to 22.99" DBH

\_\_\_\_\_ Trees at 23" to 32.99" DBH

\_\_\_\_\_ Trees at 33" or greater DBH and/or \$\_\_\_\_\_ Paid to Tree Fund

\_\_\_\_\_ Total Tree Replacement

Tree Replacement must occur within one (1) year of date of permit, call for inspection as soon as trees are planted as per approved plan.

\_\_\_\_\_  
Zoning Officer

\_\_\_\_\_  
Date

**APPROVAL OF COMPLETED WORK**

Date Tree Replacement Completed: \_\_\_\_\_

Final Inspection on or after \_\_\_\_\_ Date Inspected:

I hereby certify that I have inspected the completed work and further certify that the work performed substantially complies with the conditions of the Tree Ordinance.

\_\_\_\_\_  
Code Enforcement Officer

\_\_\_\_\_  
Date