

**Borough of Matawan
201 Broad Street
Matawan, NJ 07747**



**Karen Wynne, RMC
Municipal Clerk
(732) 566-3898 ext. 602
Fax (732) 290-7585**

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APPLICATION FOR TREE PERMIT

In accordance with Borough Code Chapter 24 - Protection of Trees, Section 24-5, a permit is required before removing any trees in the Borough and as modified by Borough Ordinance 24-09, Section 24 -4 (b) Tree Replacement Requirements.

For further information regarding tree permits call (732) 566-3898 x 602

PLEASE READ CAREFULLY:

- **Borough Ordinance Requires 30 Day Processing.**
- **Application Must Be Filled Out Completely And Legibly.**
- **Any Omissions And/Or Errors Will Result In The Delay Of The Application Process.**
- **No Tree In The Borough Of Matawan Is To Be Cut And/Or Removed Without Prior Approval, Which Is Given With The Issuance Of A Tree Permit. Failure To Comply May Result In The Issuance Of A Summons With Penalties Of Up To \$2,000 pursuant to Borough Code Chapter 1, Section 1-5.**
- **Mark All Tree(S) To Be Removed In Some Fashion, i.e., Paint, Ribbon, Rope, Twine, Etc.**
- **Kindly Return Your Completed Application With Cash, Check Or Money Order Payable To:**

The Borough of Matawan

April 1, 2025

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Tree Preservation Permit Application



Borough of Matawan
201 Broad Street
Matawan NJ 07747
732-566-3898
Fax 732-290-7585

Property Location: Block _____ Lot _____
Street Address: _____

Property Owner:

Name: _____
Address: _____
Phone Number: _____

Contractor:

State #13VH _____
Name: _____
Address: _____
Phone Number: _____

Tree Removal Plan: Attach a plan in sufficient detail to identify the nature and limits of all regulated activities including the location, species, diameter and estimate height of all tree removals and the limits of all existing or proposed principal or accessory structures in relation to any removals. For removals of five (5) or fewer trees on lots where the principal use is an existing single-family dwelling, the Tree Removal Plan may be provided using a legible sketch, a tax map reproduction, a copy of an existing survey or similar drawing with field measurements and dimensions provided by the property owner or the owner's agent. For all other removals, the Tree Removal Plan shall be prepared by a qualified Professional, acceptable to the Tree Conservation Officer.

Narrative Description: Provide a description of the reasons for removal of the trees including a description of any alternates considered (attach additional sheets as necessary)

Evaluation and Recommendation by a Tree Expert: (required if the reasons for removal include removal of dead or diseased trees or horticultural advantageous thinning of an overgrown area).

Name of Expert: _____ Telephone #: _____
Address: _____
Tree Experts Recommendations and Comments:

Tree Expert's Signature

Date

Property Owner's Certification:

I hereby certify that I am familiar with the Ordinance and Regulations governing this work and hereby agree to comply fully with same. Additionally, I grant permission to the Borough and its employees and agents to enter and inspect on the above listed property.

X _____
Property Owner Date

Tree Protection Permit Application Fee:

- \$35.00 for applications proposing removal of 5 or fewer trees on a lot containing an existing single-family dwelling
- \$150.00 for Applications proposing removal of six (6) or more trees on a lot containing an existing single-family dwelling; or
- \$150.00 plus \$25.00 per tree removed for all other applications

Total Permit Fee: \$ _____ Date: _____

Cash _____ Check # _____ MO # _____

Charge # _____ Exp. _____

Security # _____

Tree Conservation Officer's Action (For Official Use)

[] Approved-Permit Number _____

[] Denied- _____

[] Application is deficient- _____

Notes: _____

By: _____

Tree Conservation Officer Date

Borough Ordinance 24-09

Section 24 -4 (b) Tree Replacement Requirements

b. Tree Replacement Requirements

1. Any person who removes one or more street tree(s) with a DBH of 2.5" or more, unless exempt under Section 24-10, shall be subject to the requirements of the Tree Replacement Requirements Table below.
2. Any person who removes one or more tree(s) with a DBH of six (6") or more, unless exempt under Section 24-10, shall be subject to the requirements of the Tree Replacement Requirements Table.
3. Replacement tree(s) shall:
 - (a) Be replaced in kind with a tree that has an equal or greater DBH than tree removed or meet the Tree Replacement Requirements in the table below;
 - (b) Be planted within twelve (12) months of the date of removal of the original tree(s) or at an alternative date specified by the Borough;
 - (c) Be monitored by the applicant for a period of two (2) years to ensure their survival and shall be replaced as needed within twelve (12) months; and
 - (d) Shall not be planted in temporary containers or pots, as these do not count towards tree replacement requirements.

Tree Replacement/Mitigation Fee (if applicable)

Tree Replacement Requirements Table

***Diameter at breast height (DBH)** shall mean the diameter of a tree measured at breast height, which is approximately three and one-half (3.5) feet above the ground. The diameter of a multi-trunked tree shall be two-thirds (2/3) of the sum of the diameters of all trunks but not less than the diameter of the largest trunk. Diameter shall be calculated to be one-third (1/3) of the circumference for the purpose of this definition.

	<u>Tree Removed (DBH)* Diameter at breast height</u>	<u>Tree Replacement Requirement(s)</u>	<u>Mitigation Fee</u>
[]	<u>DBH of 2.5" (for street trees) or 6.0" (for non-street trees) up to 9.99"</u>	<u>Replant 1 tree with a minimum tree caliper of 2.0"</u>	<u>\$340.00 per Removed Tree</u>
[]	<u>DBH of 10" to 13.99"</u>	<u>Replant 2 trees with minimum tree calipers of 2.0"</u>	<u>\$680.00 per Removed Tree</u>
[]	<u>DBH of 14" to 17.99"</u>	<u>Replant 3 trees with minimum tree calipers of 3.0"</u>	<u>\$1,200.00 per Removed Tree</u>
[]	<u>DBH of 18" to 21.99"</u>	<u>Replant 4 trees with minimum tree calipers of 3.0"</u>	<u>\$1,600.00 per Removed Tree</u>
[]	<u>DBH of 22" to 25.99"</u>	<u>Replant 5 trees with minimum tree calipers of 3.5"</u>	<u>\$2,400.00 per Removed Tree</u>
[]	<u>DBH of 26" or greater</u>	<u>Replant 6 trees with minimum tree calipers of 4.0"</u>	<u>\$2,880.00 per Removed Tree</u>

4. Replacement Alternatives. If the Tree Conservation Officer determines that some or all required replacement trees cannot be planted on the property where the tree removal activity occurred, then the applicant shall do one of the following:
 - (a) Plant replacement trees in a separate area(s) approved by the Borough.
 - (b) Pay the Mitigation Fee for the removed tree size(s) based on the fee schedule in the Tree Replacement Requirements Table hereinabove. All such fees shall be placed into the Shade Tree Trust Fund.