

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



**Karen Wynne, RMC**  
**Municipal Clerk**  
**(732) 566-3898 ext. 602**  
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## **APPLICATION FOR TREE PERMIT**

**(Borough Ordinance #03-04)**

### **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 \$1,000.**
- **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**

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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: \_\_\_\_\_

<p><b><u>Property Owner:</u></b>                  Name: _____                  Address: _____                  Phone Number: _____</p>	<p><b><u>Contractor:</u></b> State #13VH _____                  Name: _____                  Address: _____                  Phone Number: _____</p>
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**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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_  
 Tree Expert's Signature

**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

<p><b><u>Tree Protection Permit Application Fee:</u></b></p> <p><input type="checkbox"/> \$10.00 for applications proposing removal of 5 or fewer trees on a lot containing an existing single family dwelling</p> <p><input type="checkbox"/> \$150.00 for other Applications proposing the removal of five(5) or more trees</p> <p><input type="checkbox"/> \$150.00 plus \$25.00 per tree removed for all other applications</p> <p>Total Permit Fee: \$ _____ Date: _____</p> <p>Cash _____ Check # _____ MO # _____</p>	<p><b><u>Tree Conservation Officer's Action (For Official Use)</u></b></p> <p><input type="checkbox"/> Approved-Permit Number _____</p> <p><input type="checkbox"/> Denied- _____</p> <p><input type="checkbox"/> Application is deficient- _____</p> <p>Notes: _____</p> <p>By: _____                  Tree Conservation Officer Date</p>
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