



Florham Park Construction Department
111 Ridgedale Ave.
Florham Park, NJ 07932
Phone: 973-410-5350

SHEDS ABOVE 200 sqft

Dear Applicant:

Please note that all permits for sheds exceeding 200 sq. ft. require the following:

- Copy of Home Improvement Contractor's License.
- Building Sub-Code Technical Section completed and signed.
- Zoning permit application completed and signed with a copy of the survey (less than 10 years old) depicting the size and location of the proposed shed including setbacks.
- Surface grading application completed and signed with two copies of the survey depicting surface water management before placement of proposed shed and after proposed shed.
- Tree removal permit completed depicting tree removal on survey or statement that no trees are to be removed.
- Three sets of drawings reflecting footing and foundation of proposed shed. Construction permit application folder completed and signed.



BOROUGH OF FLORHAM PARK ZONING APPLICATION

111 Ridgedale Avenue, Florham Park, NJ 07932 E-mail: Zoning@florhamparknj.gov Phone: 973-410-5330

Work Site Address: _____ Block: _____ Lot: _____

Property Owner: _____ Phone: _____

Owner's Email: _____ Owner's Address: _____

Agent/Contractor: _____ Agent/Ctr. Address: _____

Agent/Contractor Email: _____ Agent/Ctr. Phone#: _____

Brief Description of Work: _____

I hereby certify that the proposed work is authorized by the owner of record and that I am the owner or have been authorized by the owner, to make this application as his/her agent and we agree to conform to all applicable laws of this Jurisdiction, I certify that the answers on this Zoning Application are true and complete to the best of my knowledge.

Signature _____ Name (Print) _____ Address _____

My Lot is a: Corner Parcel: _____ Interior Parcel: _____ Lot Square Footage: _____ Zone: _____

| SETBACKS | EXISTING | PROPOSED | REQUIRED |
|---|----------|----------|----------|
| Front Yard | | | |
| Second Front Yard (if corner parcel) | | | |
| Rear Yard | | | |
| Smallest Side Yard | | | |
| Side Yard Aggregate | | | |
| Principal Structure Building Height | | | |
| Ground Floor | | | |

*Percent of lot covered by building (including overhangs, sheds & detached structures): _____ %**

Percent of improved lot coverage (building coverage, walkway, driveway, etc.): _____ %

Worksheet on next page

Signed and sealed survey less than 10 years old required for all zoning permits.
Foundation Location survey with elevations required prior to framing.

Fence Permit

Fencing Type: _____ Height: _____

Proposed Setbacks: Side Yard: _____ Rear Yard: _____ Front Yard _____

If fence is in front yard it cannot exceed 4' in height and cannot be more than 50% solid

WORKSHEET

| DESCRIPTION | EXISTING (sq. ft.) | PROPOSED (sq. ft.) | REQUIRED (sq. ft.) |
|--|--------------------|--------------------|--------------------|
| Main Dwelling including all roofed area and overhangs | | | |
| Accessory Buildings (including sheds over 200 sq. ft.) | | | |
| Total Building Area | | | |

| | | | |
|--|--|--|--|
| Pool coping | | | |
| Deck | | | |
| Patio | | | |
| Driveway | | | |
| Walkway | | | |
| Equipment (AC/generator/ pool Equipment) | | | |
| Shed (less than 200 sq. ft.) | | | |
| Other: | | | |
| Other: | | | |
| Other | | | |
| Total Improved Area (Including Building Area) | | | |

Application: Approved _____ Denied _____ Application No _____ Permit No _____

Application Fee _____ Received Date _____ Check # _____ Cash _____

Zoning Official Signature: _____ Date _____

Kayla Kaplan-Zoning Official

Marjorie Lowe-Assistant to the Zoning Official

ZONING Attachment 1 - Borough of Florham Park - 250-9. Schedule of Area, Yard and Building Requirements

Amended 5-15-2001 by Ord. No. 7-01; 4-23-2002 by Ord. 7-02; 4-26-2005 by Ord. 17-05; 6-17-08 by Ord. 08-21; 2-15-18 by Ord. 18-2; 5-17-2018 by Ord. No.18-9; 5-17-2018 by Ord. No.18-10; 5-17-2018 by Ord. No. 18-11; 5-17-2018 by Ord. No.18-12; 12-20-22 by Ord. 22-16

| Zone | Principal Building Setbacks | | | | | | | | Maximum Building Height (feet) | Maximum Building Height (stories) | Minimum Habitable Floor Space (square feet) | Minimum Lot Requirements (square feet/acres) | | | Maximum Building Coverage (%) | Maximum Improved Lot Coverage (%) | Detached Accessory Building Setbacks | | | | Maximum Front Yard Setback |
|---------------------------|-----------------------------|-------------|-------------|------------------|--------------------|---------------|--------------------|---------------------------------|--------------------------------|-----------------------------------|---|--|------------------|--------------|-------------------------------|-----------------------------------|--|--------------|-------------------------------|-------------|----------------------------|
| | Interior Lots | | | Corner Lot | | | Side Yard Combined | Percentage of Lot Width or Feet | | | | Area | | | | | Maximum Height, 15 Feet, 1 Story ¹⁰ | | | | |
| | Front (feet) | Side (feet) | Rear (feet) | Front (feet) | Street Side (feet) | Inside (feet) | | | | | | Rear (feet) | Sq.Ft/acres | Width (feet) | | | Depth (feet) | Front (feet) | Corner Lot Street Side (feet) | Side (feet) | |
| R-7 | 40 | 10 | 30 | 40 | 40 | 10 | 30 | 20% | 35 | 2 | 1,200 | 7000 | 60 ¹ | 115 | Notes 8 & 9 | 35 ⁹ | 50 | 50 | 10 | 10 | Note 7 |
| R-15 | 40 | 10 | 50 | 40 | 40 | 10 | 50 | 20% | 35 | 2 | 1,200 | 15,000 | 100 ¹ | 150 | Notes 8 & 9 | 30 ⁹ | 50 | 50 | 10 | 10 | Note 7 |
| R-25 | 50 | 15 | 40 | 50 | 50 | 15 | 40 | 24% | 35 | 2 | 1,500 | 25,000 | 125 ¹ | 150 | Notes 8 & 9 | 30 ⁹ | 60 | 60 | 15 | 20 | Note 7 |
| R-44 | 50 | 20 | 50 | 50 | 50 | 20 | 50 | 28% | 35 | 2 | 1,800 | 43,560 | 140 ¹ | 160 | 10 ⁹ | 25 ⁹ | 60 | 60 | 20 | 20 | Note 7 |
| R-88 | 50 | 50 | 50 | 50 | 50 | 50 | 100 | 100 feet | 35 | 2 | 1,800 | 87,120 | 140 ¹ | 160 | 5 ⁹ | 20 ⁹ | 50 | 50 | 20 | 20 | Note 7 |
| B-1 | 20 | 10 | 20 | 20 | 20 | 10 | 10 | -- | 35 ² | -- | -- | -- | 150 | -- | 20 | -- | Same as for principal building | | | | -- |
| PB-1 | 40 | 20 | 40 | 40 | 20 | 20 | 40 | -- | 30 ³ | -- | -- | 1 acre | 150 | -- | 15 (1 story) 10 (2 story) | 60 | -- | | | | -- |
| PB-2 | 30 | 15 | 30 | 30 | 30 | 15 | 30 | -- | 35 ³ | -- | -- | 15,000 | 100 | 120 | 20 ⁴ | 60 | -- | | | | -- |
| C-1 MF Multifamily Option | 100 | 50 | 50 | 100 | 50 | -- | 50 | -- | 35 | -- | 800 | 40 acres | 300 | 300 | 15 | 30 | Same as for principal building | | | | -- |
| C-1, C-2, C-5 | 150 ⁵ | 50 | 50 | 150 ⁵ | 100 | 50 | 50 | -- | 40 ⁶ | -- | -- | 5 acres | 300 | -- | 35 | 60 | Same as for principal building | | | | -- |
| C-3 | 100 | 75 | 75 | 100 | 100 | 75 | 75 | -- | 45 | -- | -- | 15 acres | 300 | 200 | 25 | 50 | Same as for principal building | | | | -- |
| C-4 | 100 | 75 | 75 | 100 | 100 | 50 | 75 | -- | 45 | -- | -- | 15 acres | 300 | 200 | 25 | 50 | Same as for principal building | | | | -- |
| MF-1& MF-3 | 135 | 25 | 25 | 135 | 135 | 25 | 25 | -- | 35 | -- | 1,400 | 5 acres | 300 | 300 | 25 | -- | Same as for principal building | | | | -- |
| MF-2 | 100 | 25 | 25 | 100 | 100 | 25 | 25 | -- | 35 | -- | 850 | 5 acres | 100 | 300 | 25 | -- | Same as for principal building | | | | -- |
| MF-4 | 100 | 20 | 20 | 50 | 50 | 20 | 20 | -- | 40 | -- | 600 | 5 acres | 100 | 300 | 30 | -- | Same as for principal building | | | | -- |
| MF-6 ¹¹ | | | | | | | | | 55 | 3 | | 5 acres | | | 30 | 60 | | | | | |
| MF-8 ¹² | | | | | | | | | 55 | 3 | | 2 acres | | | 30 | 60 | | | | | |
| MF-9 ¹³ | | | | | | | | | 45 | 3 | | 5 acres | | | 30 | 50 | | | | | |
| OSR | 50 | 15 | 40 | 50 | 40 | 15 | 40 | -- | 35 | -- | -- | 1 acre | 200 | 200 | 30 | -- | Same as for principal building | | | | -- |
| OSM | 50 | 15 | 40 | 50 | 40 | 15 | 40 | -- | 35 | -- | -- | 1 acre | 200 | 200 | 30 | -- | Same as for principal building | | | | -- |

NOTES:

- ¹ In residence zones R-15, R-25 and R-44, the minimum lot width specified above shall be increased by 25' in the case of corner lots
- ² An office building may be erected to no more than 50' in height upon the condition that for each five-foot increase above 35, there shall be an additional 3' of front yard setback
- ³ In the PB Zone, no building shall have more than two stories.
- ⁴ In the PB -2 Zone, the maximum building coverage shall be 10% for two-story buildings.
- ⁵ All lots having frontage on and along both sides of Vreeland Road and Fernwood Road shall have a front yard setback of 100 feet.
- ⁶ See Borough Ord. No 6-99A.
- ⁷ The maximum front yard setback shall be within 10' of the average front yard setback of all lots or portions of lots within 200' of the subject property on the same side of the block. To the extent that this provision conflicts with the minimum front yard setback, the minimum front yard setback requirements shall prevail. For the purposes of this regulation, the front yard setback shall be measured to the façade of the structure that contains the principal entrance or front door to the dwelling.
- ⁹ Per Ord. No 22-16, Section 5-250-14 Amended: Sheds or accessory structures without electrical or plumbing that are 200 sqft or less in area and 10' or less in height shall not count towards building coverage. They shall still count towards improved lot coverage.
- ¹⁰ Per Ord. 17-05 All other references to accessory building height are repealed.
- ¹¹ See Sec. 250-140 for additional provisions ¹² See Sec. 250-144 for additional provisions ¹³ See Sec. 250-148 for additional provisions

Per Ord No 22-16: Overhangs up to 18" shall not contribute towards building coverage. However, per Ord. Section 250 2.2, all residential construction to increase an existing home by more than 20% or entirely new construction, required setbacks shall be measured from the outer edge of the overhang to property line.

⁸ Max Building Coverage for the R-7, R-15 & R-25 Zones

| Lot Area SF | Building Coverage |
|-------------------|-------------------|
| less than 9,999 | 20% |
| 10,000-13,999 | 17.50% |
| 14,000-17,499 | 16% |
| 17,500-19,999 | 14.50% |
| 20,000-22,499 | 14% |
| 22,500-24,999 | 13.50% |
| 25,000-27,499 | 13% |
| 27,500-29,999 | 12.50% |
| 30,000-32,499 | 12% |
| 32,500-34,999 | 11.50% |
| 35,000-37,499 | 11% |
| 37,500-39,999 | 11.50% |
| 40,000 or greater | 10% |



BUILDING SUBCODE TECHNICAL SECTION



Date Received Control #

Date Issued Permit #

A. IDENTIFICATION—APPLICANT: COMPLETE ALL APPLICABLE INFORMATION. WHEN CHANGING CONTRACTORS, NOTIFY THIS OFFICE. CALL UTILITY DIG NO: 1-800-272-1000.

Block Lot Qualification Code

Work Site Location

Owner in Fee:

Tel. () e-mail

Address street municipality zip code

Contractor: Tel. ()

Address e-mail

Contractor License No. or Builder Registration No. Exp. Date

Home Improvement Contractor Registration No. or Exemption Reason (if applicable):

Federal Emp. ID No. FAX: ()

C. CERTIFICATION IN LIEU OF OATH

I hereby certify that I am the (agent of) owner of record and am authorized to make this application.

Sign here:

Print name here:

D. TECHNICAL SITE DATA

DESCRIPTION OF WORK

JOB SUMMARY (Office Use Only) Table with columns for PLAN REVIEW, INSPECTIONS, and Dates (Month/Day). Includes rows for No Plans Required, All, Footings/Foundations, Structural/Framework, Exterior, Interior, Joint Plan Review Required, SUBCODE APPROVAL for PERMIT, and SUBCODE APPROVAL for CERTIFICATE.

B. BUILDING CHARACTERISTICS

Use Group Present Proposed Constr. Class Present Proposed No. of Stories Height of Structure Area — Largest Floor New Bldg. Area/All Floors Volume of New Structure Max. Live Load Max. Occupancy Load

TYPE OF WORK:

- [] New Building [] Addition [] Rehabilitation [] Roofing [] Siding [] Fence Height (exceeds 6') [] Sign Sq. Ft. [] Pool [] Retaining Wall Sq. Ft. [] Asbestos Abatement Subchapter 8 [] Lead Haz. Abatement NJAC 5:17 [] Radon Remediation [] Other [] Demolition

FEE (Office Use Only)

\$

Administrative Surcharge \$ Minimum Fee \$ State Permit Surcharge Fee \$ TOTAL FEE \$

APPLICATION FOR APPROVAL OF SURFACE GRADING PLAN

To be filed in triplicate with the Borough Engineer two weeks prior to obtaining a Building Permit. Include with this application three copies of the surface grading plan.

NOTE: A revised Surface Grading Plan must be submitted for approval should it be necessary to change the lot grading during construction.

APPLICATION NO. _____ DATE SUBMITTED: _____ DATE RESUBMITTED: _____

TO: ENGINEERING DEPARTMENT OF THE BOROUGH OF FLORHAM PARK

Telephone: 973-410-5334 E-mail: kkaplan@florhamparknj.gov

Application is hereby made for the Approval of Surface Grading Plan as set forth in Chapter 250-Zoning of the Florham Park Borough Code and summarized on back of application.

1. APPLICANT'S NAME _____

ADDRESS _____

PHONE NUMBER _____

E-MAIL ADDRESS _____

2. LOCATION OF PROPOSED DWELLING _____

(Street)

(Tax Map Block)

(Lot No.)

3. NAME AND ADDRESS OF PERSON PREPARING PLAN:

NAME _____

ADDRESS _____

PHONE NUMBER _____

SIGNATURE OF APPLICANT _____

(DO NOT WRITE BELOW THIS LINE)

REMARKS:

TREE REMOVAL PERMIT REQUIRED? YES (SEE ATTACHED PERMIT) NO

HEIGHT OF BUILDING (PER 250-2.2.) PROVIDED YES NO

TOTAL IMPROVED LOT COVERAGE (PER 250-2.2) PROVIDED YES NO

FEES: \$400 _____ \$150 _____ \$50 _____
(Greater Disturbance) (Smaller Project) (Additional Inspection)

REVIEW OF SURFACE GRADING PLAN:

Approved _____

Disapproved _____

Returned for Revisions _____

BOROUGH ENGINEER

FINAL INSPECTION OF SURFACE GRADING:

Approved _____

Disapproved _____

Returned for Revisions _____

Notified _____

BOROUGH ENGINEER

EXCERPT FROM ORDINANCE # 08-41

SURFACE GRADING PERMIT REQUIREMENTS FOR ALL RESIDENTIAL ZONES

In order to protect against adverse consequences from surface water runoff; a Surface Grading Plan is required for any proposed residential lot improvements that includes land disturbance, excavation, placement of fill, or changes to the existing surface grades. The Surface Grading Permit shall be considered a “prior approval” under the Uniform Construction Code, and no construction permit shall be issued unless the Applicant has obtained a Surface Grading Permit. The Surface Grading Plan shall be prepared by a Professional Engineer and/or Architect licensed in the State of N.J, unless land disturbance is **less than one thousand (1000) sq. ft.**, and land disturbance for the purpose of constructing a building addition to an existing residential dwelling is less than 600 sq.ft., then the plan **may be prepared and submitted by a homeowner**; provided sufficient technical information is included. In addition to the conditions listed above, any Surface Grading Plan that proposes **land disturbance greater than 5,000 sq.ft.** shall be submitted with an approved Soil Erosion and Control Plan issued and approved by the Morris County Soil Conservation District. Any Surface Grading Plan proposing construction of a new residential dwelling shall be submitted with an approved Soil Erosion and Control Plan or a Letter of Exemption from the Morris County Soil Conservation District. Every application for a building permit involving excavation or change in grades for a single-family dwelling shall be accompanied by a Surface Grading Plan which has been submitted to and approved by the Engineering Department.

Three copies of a signed Surface Grading Application and Plan shall be submitted. For Surface Grading Plan requirements, please go to www.florhamparknj.gov, click “Borough Code” Tab, and open Chapter 250-7.1.

Surface grading permit fee.

(a) **A fee of \$400 shall be imposed for each permit for any proposed land disturbance of greater than 1,000 square feet and any proposed land disturbance for the purpose of constructing a building addition to an existing residential dwelling greater than 600 square feet; otherwise, a fee of \$150 shall be imposed for smaller projects.**

(b) The fee shall cover the cost of a preliminary site visit, review of initial submission and one revision, issuance of surface grading plan approval, two random site inspections in addition to required inspections, and final approval of surface grading prior to issuance of a certificate of occupancy, temporary certificate of occupancy, or the release of any performance guarantee that may have been posted for incomplete site work.

(c) An additional fee of \$50 for each review of plans with substantial revisions and each additional inspection other than those noted above shall be charged to the applicant. Fees shall be paid prior to issuance of a certificate of occupancy or a temporary certificate of occupancy.

Liability of applicant.

The applicant is responsible for the prevention of damage to other properties, and personal injury, which may result from the activity requiring the surface grading permit.

Violations.

(a) Any person who erects, constructs, alters, repairs, converts, maintains, or uses any building, structure, or land in violation of the requirements of this chapter or an approved surface grading permit shall, upon conviction thereof by any court authorized by law to hear and determine the matter, be liable for a fine of not less than \$400 nor more than \$2,000 or to imprisonment for a term of not more than 90 days, or both, as such court in its discretion may impose. Each day during or on which a violation occurs or continues shall be deemed a separate offense.

(b) If a certificate of occupancy or temporary certificate of occupancy is issued for a property prior to full compliance with a surface grading permit, and full compliance is not effected by a date set forth by the Borough Engineer, then continued occupancy of such property after such date shall constitute a use of such property in violation of this section.

NOTE: PLEASE BE ADVISED THAT AN INSPECTION OF THE SURFACE GRADING MUST BE MADE BY THE ENGINEERING DEPARTMENT PRIOR TO ISSUANCE OF AN OCCUPANCY PERMIT. THE BUILDING DEPARTMENT SHALL BE NOTIFIED OF APPROVAL OF THE FINAL SURFACE GRADING BY THE ENGINEERING DEPARTMENT PRIOR TO THE ISSUANCE OF AN OCCUPANCY PERMIT. REQUEST FOR FINAL INSPECTION MUST BE MADE AT LEAST 24 HOURS IN ADVANCE.



Tree Removal Permit Application Engineering Department

111 Ridgedale Avenue
Florham Park, N.J. 07932

Approved Denied
Permit No. _____

Telephone: 973-410-5334
Email: kkaplan@florhamparknj.gov

Fax: 973-410-5490

Date _____ Block # _____ Lot # _____ Address: _____

Lot Owner Name _____ Zone: _____

Lot Owner Address _____

Lot Owner Telephone _____ Lot Owner Email: _____

Tree Removal Service Company:

Licensed Tree Care Expert or Care Operator:

Name _____

Name _____

Address _____

License No. _____

Telephone _____

NJ Board of Tree Experts Registration _____

TREE REMOVAL SCHEDULE

| Diameter & Species | Reason for Removal | Replacement Requirement | | Quantity and Species of Tree Replacement |
|--------------------|--------------------|---------------------------------|----|--|
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |
| | | Yes- On-site, Off-site, Bank | No | |

The replacement of trees shall occur as prescribed in the following table:

| Tree Replacement & Reforestation Schedule | |
|--|---|
| DBH Caliper of Existing Tree Removed <i>(DBH measured 4'-6" above ground)</i> | Number of Replacement Trees (3" DBH Caliper) |
| Between 10 & 12 inches | 3 |
| Between 12 & 18 inches | 4 |
| Between 18 & 24 inches | 5 |
| Between 24 & 30 inches | 7 |
| Between 30 & 36 inches | 10 |
| 36 inches or greater | The equivalent of 3" caliper trees or greater needed to equal the DBH of the removed tree |

Approximate Tree Removal Start Date: _____
 Total Number of Trees to be removed: _____ Tree Removal Permit Required? **YES NO**
 Total Number of Replacement Trees Required: _____
 Total Number of Proposed Trees: _____ On-Site: _____ Off-Site: _____ Tree Fund: _____

SKETCH DATA

Sketch data shall be provided on a clear property survey showing the location of the tree(s) to be removed with a DBH of ten (10) inches or greater. Trees to be removed shall be only those trees necessary to permit the construction of buildings or building additions, structures, driveways, septic fields, decks and lawn areas. The trees removed shall not constitute more than 60% of the total canopy, one half acre or shall be no more than 50 percent of the lot size, whichever is less.

Please mark trees to be removed with X and show replacement trees with O or boldface. Attach survey. Note manner of off-site tree disposal.

Application checklist:

- \$25.00 application fee. (Fee waived if no permit required).
- Mark trees on site to be removed with ribbon or tape for inspection by Borough personnel.
- Sketch Data on Property Survey

Engineering Department

Permit Date: _____ Permit Expiration Date: _____ Permit Fee: Cash Check# _____

Application Reviewed by: _____ Date _____

Field Inspection By: _____ Date _____

Field Notes: _____

Application Approval/Denial Date _____ Reasons: _____

Replacement Tree Inspection Date _____ Final Inspection By: _____

Applicants Signature (**I have read and understand the attached Permit Requirements**) _____ Date _____

Final Close Out of Permit: Borough Authorization Signature _____ Date _____

CC: Environmental Commission (if Tree Fund), Tree Removal File, Project/Surface Grading Plan File

Permit Requirements

Applicability

On any residential lot that is located in the R-15 zone with a tree removal rate of more than three (3) trees with a ten (10) inch DBH or greater in a two (2) year period; or, any residential lot that is located in all other residential zones with a tree removal rate of more than six (6) trees with a ten (10) inch DBH or greater in a two (2) year period, the property owner shall submit an application for a tree removal permit to the Department of Community Services. The application and development proposal shall conform to the provisions contained herein.

The provisions of this section shall apply to all commercial, industrial and business zoned lots excluding major and minor subdivisions and site plans. Permits are valid for one year from date of issue if no building permit is required, otherwise see ordinance for duration of permits. Permits granted for the removal of trees under the terms and conditions of this ordinance shall run with the land. Once the permit has expired, a new application must be submitted for review and a new permit issued.

For complete text refer to Ordinance #14-14, Chapter 299 Trees

General Guidelines

Applicant must provide the Tree Service Provider's NJ Board of Tree Experts Registration information before a permit may be issued. Also, information must be provided for the Licensed Tree Expert or Care Operator that is employed by the Tree Service Provider.

Prior to taking final action upon any application for tree removal, an inspection of the site shall be made by the Borough Engineer or his or her designee.

Prior to any tree removal, all trees planned for removal must be marked and areas to be cleared identified for inspection by a municipal representative.

The Borough Engineer or his or her designee shall periodically inspect the site throughout the duration of construction in order to ensure compliance with this ordinance. Such inspection shall be made of the site referred to in the application, and of contiguous and adjoining lands, as well as of lands in the vicinity of the application, for the purpose of determining drainage conditions and physical conditions existing thereon.

The Borough official reserves the right to make onsite inspections without prior notification. Permits may be denied if inspections cannot be made.

A plan for tree replacements should be developed before any trees are removed. Please consider the impact of tree removal on privacy screening and erosion in your yard.

A list of all trees to be removed with a DBH equal to or greater than ten (10) inches identified by size and species, including total number of each species to be removed should be shown on the application. No more than ten (10) percent of existing trees with a DBH equal to or greater than ten (10) inches within the area of development/limit of disturbance shall be removed unless the applicant shall replant trees removed in accordance with Section 7 of the Ordinance.

Purpose for tree removal (construction, building addition, street or roadway, driveway, utility easement, recreation area, patio, parking lot, etc.) should be given by the Applicant.

Other information should be submitted as may be deemed necessary in order to effectively process the application.

Design Requirements

Trees to be removed shall be only those trees necessary to permit the construction of buildings or building additions, structures, driveways, septic fields, decks and lawn areas. The trees removed shall not constitute more than one half acre or shall be no more than 50% of the lot size, whichever is less. No more than 60% of the existing tree canopy within the property boundaries shall be removed. The location of the remaining 40% of the tree canopy shall be noted on the permit for preservation.

Tree Removal Criteria

In addition to the design requirements noted above, the Engineering Department may grant a tree removal permit based upon one or more of the following circumstances:

- Where the location of an existing tree provides no other alternative but to place a structure outside the permitted building setbacks.
- Where the location of an existing tree negatively impacts on an existing septic field.
- Where no other alternative exists for the placement of a building, building addition, structure, septic field, driveway, deck, patio or lawn area, for the recreational use by the inhabitants of the building or dwelling, or any other authorized improvements, but in the vicinity of an existing tree.
- Where the location or growth of a tree inhibits the enjoyment of any outdoor pool, patio or deck.
- Where the location, angle or growth of an existing tree makes it a hazard to structures or human life.

The holder of a tree removal permit shall notify the Engineering Department in writing, by telephone or a personal visit, of the intent to remove trees before cutting them down. This shall be done at least four (4) business days in advance of when the tree removal activity will commence. The notice shall also include information as to the manner of disposal of the removed trees.

Penalties

When regulated trees are removed without a tree removal permit, the affected areas shall be replanted to the satisfaction of the Borough Engineer. A \$250.00 fine will be imposed for failure to notify the Borough Engineer of tree cutting within exception limits. Further a fine per tree for exceeding the limits of cutting within the exception limits for up to and including the allowed number of trees in any and all zones in the Borough will be subject to the following fines: \$3000.00 per tree for anything beyond that number or for any tree cutting without a permit when a permit is required. The removal of trees without a permit would also require replanting trees in accordance with Section 7 of the ordinance.

Replacement Trees and Tree Fund

Replacement tree(s) shall be of nursery grade quality, balled and bur lapped and located on site. Where replacement trees are required but not suitable for the particular site prescribed due to the size of the site, the Applicant may plant tree replacements off-site on Applicant owned property, off-site on Borough owned property or Right-Of-Way pursuant to the Borough's Tree Planting Plan, and upon the direction and supervision of the Department of Public Works and/or Borough Engineer; or shall make payment to the Tree Fund in accordance with the Tree Replacement Schedule; or any approved combination thereof. Payments to the Tree Fund are \$325 per replacement tree. The Tree Fund shall be utilized for planting on public lands, as determined by the Engineering Department and Environmental Commission in accordance with standards developed by the Environmental Commission or the Borough's Tree Planting Plan.

The type of replacement tree(s) shall be the same as the species removed from the site or other as approved by the Engineering Department in accordance with standards developed by the Environmental Commission. The planting of all replacement trees shall be done by or supervised by a person with horticultural training in tree care and planting methods.

Newly planted replacement trees shall be monitored for a period of one year to ensure the health of the trees. If the replacement trees die within the one year period, the developer/applicant shall replace the dead tree.