



BOROUGH OF ESSEX FELLS

Tree Removal Permit Package

Do you plan to remove a standard deciduous or evergreen tree having a diameter greater than six (6) inches measured at a point four and one half (4½) feet above the ground?

Examples of these trees are Norway, sugar, red or silver maples; sweet gum; London plane tree; American sycamore; white red or pin oak; yellow or white poplar; copper beech, cedar, spruce, pine fir or hemlock.

Do you plan to remove an ornamental tree having a diameter greater than three (3) inches measured at a point four (4) feet above the ground?

Examples of ornamental trees are birch, dogwood Japanese maple, cherry, crabapple, magnolia, Bradford pear, and willow.

**If your answers to these questions are NO,
then a tree removal permit is not required.**

**If you answer YES to either of these questions,
Then a tree removal permit is required.**

Please provide the information requested on the following pages.

The fee for a Tree Removal Permit Application to be submitted is \$50.00 and MUST be received at time application is submitted.

Please allow at least two weeks for permit approval.

Borough of Essex Fells
Tree Removal Permit Application

Block: _____ Lot: _____

Name of Homeowner: _____

Address: _____

Home Phone: _____ Work/Cell Phone: _____

E-mail: _____

Total number of trees to be removed: _____

Number of standard trees: _____ Number of ornamental trees: _____

Is there an open or pending building permit? _____

No action will be taken on tree permits without prior approval of the building permit.

Name of Tree Expert/Licensed Care Operator: _____

Business Name: _____

Address: _____ City/State/Zip: _____

Work Phone: _____ Cell Phone: _____

Email: _____

NJTC Business Registration No. _____

Per Borough Ordinance 2021-1047, Landscaping and Tree Removal Registration, “no person shall engage in any landscaping or tree removal on any public or private property within the Borough for hire without first registering with the Municipal Clerk, on forms to be supplied by the Borough.”

No permit shall be issued without prior registration.

Directions:

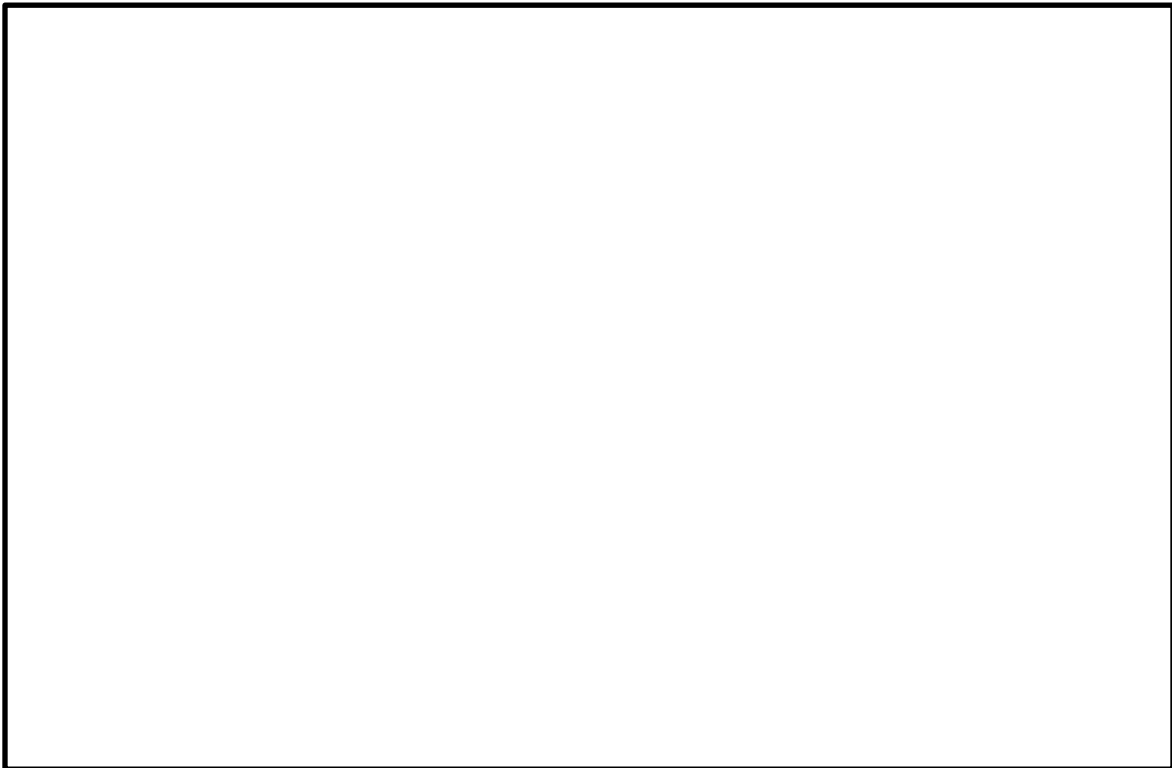
1. Complete a simple sketch showing the locations of the trees you are proposing to remove.
2. Provide details on the types and sizes of trees you want to remove and why.

Borough of Essex Fells

Tree Removal Plan

Name: _____ **Address:** _____

Complete diagram below

A large, empty rectangular box with a black border, intended for the student to draw a diagram showing the locations of trees to be removed.

Directions:

1. Show existing and proposed structures
2. Show locations of trees to be removed. Number each tree on the diagram and provide specific details on the next page. Failure to fully supply the information will delay the processing your application.
3. Show other trees within the drip line of the trees to be removed. The drip line is the area where the outer tips of the branches on the trees you want removed overhang the ground.
4. Show distances the trees to be removed are from the structure and property lines.

Note: You may show the locations of trees to be removed on a copy of your property survey in lieu of this diagram.

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Tree Removal Plan

Specific Details Worksheet

Tree Number from Diagram	Species	Diameter	Reason for removal
1			
2			
3			
4			
5			
6			
7			
8			

Add additional sheets if needed

ARE THERE TREES WITHIN THE "DRIP LINE" OF THE TREES YOU WANT TO REMOVE?

YES _____ NO _____

If yes, please provide details below:
