

Town of Hackettstown - Tree Removal Permit Application Department of Public Works

Section 1: Applicant Information

- **Full Name (Applicant):** _____
- **Phone Number:** _____
- **Email Address:** _____
- **Mailing Address:** _____
- **Property Address (if different):** _____

Section 2: Property Information

- **Property Owner:**

- **Location/Address:** _____
- **Block:** _____ **Lot:** _____
- **Lot Size:** _____ **Zone:** _____
- **Phone Number:** _____
- **Email Address:** _____

Section 3: Tree Removal Request

- **Attach hereto current pictures of the tree(s) to be removed.**
- **Have you received a variance / site plan approval for this property in the past? (If YES, please attach copy of resolution, site plan approval and/or other approvals).**
- **TOTAL NUMBER OF TREES TO BE REMOVED:**

Tree Species (if known)	DBH (inches)	Is it a Street Tree? (Yes/No)	Reason for Removal

(attach an additional sheet if necessary)

Section 4: Exemption (if applicable)

I am requesting exemption from fees/replacement requirements

Property owner/representative has removed less than four (4) trees per acre that fall into category 1, 2, or 3 of the Tree Replacement Requirements Table within a five-year period.

Tree farms in active operation, nurseries, fruit orchards, and garden centers;

Property is used for the practice of silviculture under an approved forest stewardship or woodland management plan that is active and on file with the municipality;

Trees removed as part of a municipal or state decommissioning plan. This exemption only includes trees planted as part of the construction and predetermined to be removed in the decommissioning plan.

Trees removed pursuant to a New Jersey Department of Environmental Protection (NJDEP) or U.S. Environmental Protection Agency (EPA) approved environmental clean-up, or NJDEP approved habitat enhancement plan;

Approved game management practices, as recommended by the State of New Jersey Department of Environmental Protection, Division of Fish, Game and Wildlife;

Hazard trees may be removed with no fee or replacement requirement.

Please check applicable criteria:

Dead or dying
Disease/insect infestation
Obstructs traffic or pedestrian pathways
Causing damage to structures
Determined hazardous by a Certified Arborist/LTE (attach report)

Attach additional evidence such as photos, arborist's report, or municipal notice.

Section 5: Replacement Plan

I intend to replace the removed tree(s) on the same property.

I request to plant replacement tree(s) in a separate approved location.

DBH of Removed Tree	Required Replacement (per ordinance)	Planned Replacement Species	Tree Caliper (inches)	Planned Planting Location
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Section 6: Escrow Acknowledgment (if applicable)

I acknowledge that the Town may require an escrow deposit for review by a Licensed Tree Expert. I will be notified of the amount in writing upon filing.

Section 7: Applicant Certification

I, the undersigned, certify that the information provided in this application is accurate and complete. I understand and agree to comply with the Town of Hackettstown Tree Removal and Replacement Ordinance (§12-96 through §12-101), including the replacement and monitoring requirements.

Signature of Applicant: _____

Date:

Section 9: Municipal Use Only

- **Application Received By:** _____
- **Date Received:** _____
- **Application #:** _____
- **Escrow Required:** Yes No — **Amount:** \$ _____
- **Reviewed By (DPW):** _____
- **Application Decision:** Approved Denied
- **PERMIT #** _____
- **Comments/Conditions:**

