

MEDFORD TOWNSHIP
PLANNING, ZONING & CODE ENFORCEMENT
 49 Union Street, Medford New Jersey 08055
 609/654-2608

TREE REMOVAL APPLICATION

Any person planning to remove a street tree with a DBH of 2.5" or more or any non-street tree with a DBH of 6" or more on their property shall submit a tree removal application for review and approval in accordance with Chapter 123. No trees shall be removed until Municipal Officials have reviewed and approved the removal. Any clearing of land greater than 1,500 sq. ft., including not only trees, but also brush and/or natural vegetation, must also obtain approval under Chapter 123. This application must be submitted to the Zoning Office, together with a survey reflecting location(s) where tree removal is to take place, a proposed restoration/replanting plan, and the application fee of \$25 payable to Medford Township. The following information is required for obtaining a Tree Removal Permit as required by Chapter 123 of the Administrative Code.

1.	Property Owner (print)	
2.	Owner's signature	
3.	Address for work	
4.	Block/Lot	
5.	Email address	
6.	Phone number	
7.	Firm/contractor	
8.	Firm address	
9.	Name & License/ID # of LTCO or LTE for the Firm	

10.	Tree removal plan: The following information shall be shown on a map, legal survey or site plan which is drawn to scale and is of suitable size to depict the required information for tree removal per 123-5C:		
		Provided	Comment
a.	Street address/block/lot/acreage	<input type="checkbox"/> Y <input type="checkbox"/> N	
c.	Name, address and phone number of the owner or authorized agent	<input type="checkbox"/> Y <input type="checkbox"/> N	
c.	Name, address and state license ID # of the NJ licensed tree contractor	<input type="checkbox"/> Y <input type="checkbox"/> N	
d.	Trees to be removed (as shown in #11 below)	<input type="checkbox"/> Y <input type="checkbox"/> N	
e.	Total number and location of trees removed in the proceeding 12 months, if known	<input type="checkbox"/> Y <input type="checkbox"/> N	
f.	The principal and accessory buildings	<input type="checkbox"/> Y <input type="checkbox"/> N	
g.	The driveway	<input type="checkbox"/> Y <input type="checkbox"/> N	
h.	Deed restrictions, scenic buffers and/or HOA restricted areas	<input type="checkbox"/> Y <input type="checkbox"/> N	
i.	In larger wooded areas, 100' x 100' tree sample areas	<input type="checkbox"/> Y <input type="checkbox"/> N	

11. The quantity, diameter and type of trees to be removed: (submit attachment if additional space is required). Trees being removed that qualify for the exceptions listed in 123-4 shall be included in the chart below with the proper justification in writing, including but not limited to photos and/or statements from NJ Licensed Tree Expert per NJ Statue 45:15C-11, or arborist.

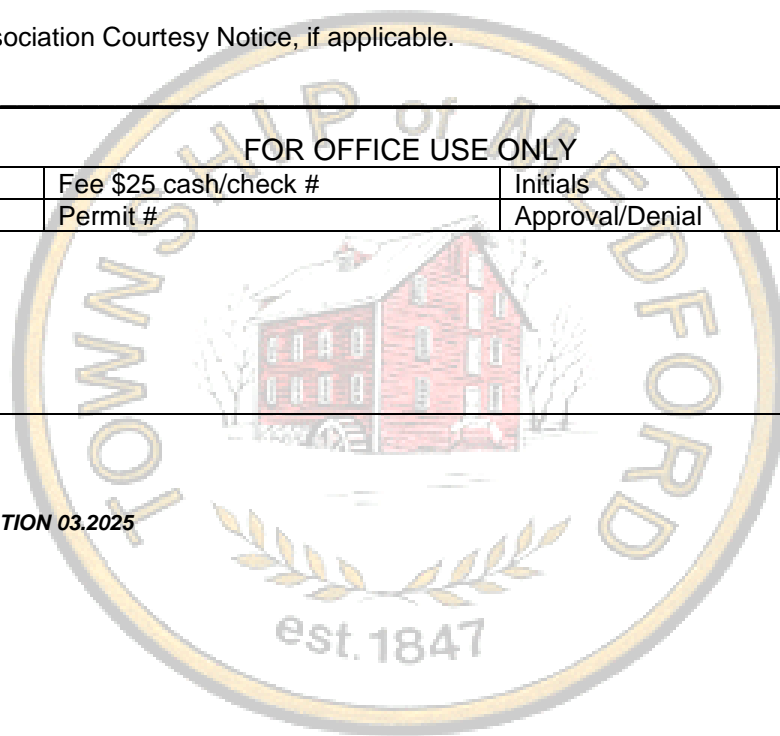
	QUANTITY LIVE TREES	QUANTITY EXEMPTION (A – K)	EXEMPTION WITH JUSTIFICATION PROVIDED
STREET TREE DBH of 2.5"			
NON-STREET TREE DBH of 6" – 12.99"			
DBH of 13" – 22.99"			
DBH 23" – 32.99"			
DBH of 33" or greater			

12. Tree replacement plan consistent with Chapter 123-7, if applicable.

13. Homeowner Association Courtesy Notice, if applicable.

FOR OFFICE USE ONLY

Taxes paid Y/N	Fee \$25 cash/check #	Initials	Date
Control #	Permit #	Approval/Denial	Date
Comments			





DEPARTMENT OF PLANNING & ZONING

**COURTESY NOTICE
FOR
HOMEOWNER ASSOCIATIONS**

The purpose of this notice is to provide information to Homeowners Associations regarding proposed development or construction applications within a planned development and/or subdivision to ensure the application is consistent with all HOA deed restrictions, restrictive covenants and by-laws. The improvements may include accessory structures such as sheds, garages, pools, solar arrays and fencing. Medford Township encourages all applicants to work with their respective Associations to ensure the proposed project is permitted in their neighborhood.

This form is to be filled out by the Applicant as part of a complete application and approved by Homeowner Association when applicable.

Property Identification:

Applicant: _____

Owner, if not same as Applicant: _____

Address or Applicant: _____

Phone Number or Email Address of Applicant: _____

Address of Work Site: _____

Block and Lot Number: _____

This property is subject to the rules/restrictions of the following Association:

Describe the proposed development/improvement:

Has the proposed improvement been reviewed with the Association? _____

Does the improvement involve the removal of trees? Yes ☐ No ☐ a) >2" _____ b) <4" _____

If a lake front lot is involved, how close is the improvement to the lake? _____ feet

Does the improvement involve an existing buffer/easement of any type? _____

Applicant's Signature

Applicant's Name (Printed)

Date

HOA Representative Signature

Representative's Name (Printed)

Date