

Department of Community Development  
Engineering Office

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## **INSTRUCTIONS FOR RESIDENTIAL TREE REMOVAL:**

1. All tree removals require an application to remove or destroy any tree regardless of exemptions, and shall be valid for one year from date of issuance.
2. Application for a permit shall be submitted to the Old Bridge Township Engineering Office and must fill in all applicable spaces. Block and Lot required.
3. Nearest cross street – should be the closest major street to the location of tree(s) to be removed and can also be apartment, condo or unit number.
4. The applicant shall pay a permit fee of \$35.00 (check or cash) at the time of submission of the application, exclusive of a tree replacement fee.
5. Zone not required for residential applications.
6. Lot size, present use, # of trees to be removed, known environmental or legal restrictions and purpose for removal of trees are required on the application form.
7. Registered contractor<sup>1</sup> - if known at time of application, however a contractor must be listed prior to a permit being issued.
8. A map showing locations of trees to be removed is to be submitted with application. For residential applications, a hand drawing will be acceptable, and all trees are to be marked prior to inspection. (Ribbon, paint, string, etc). No review will be done without a map and if the trees are not marked at time of inspection, the permit will be denied.
9. Sign and date the application.

**\*\*Note Heritage / Specimen tree require approval from the Old Bridge Township Council to be removed, see list for details.**

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<sup>1</sup> The Township maintains a list of registered contractors that are available to residents. This list is not to be used as a referral source or interpreted as an endorsement and all users are advised to qualify the contractor prior to hiring.