

Borough of Saddle River

Soil Erosion Permit Application Guidelines and Instructions

Purpose:

It is the purpose of the Soil Erosion, Sedimentation and Drainage Control Application and Permit, to protect adjacent private property and Municipal or Country facilities. The permit is a prerequisite to the issuance of a building permit and compliance is mandatory. A Certificate of Occupancy cannot be issued without certification of compliance.

Requirements:

The requirements for control are established by the Construction Official and the Borough Engineer. Approval of plans and procedures must be obtained prior to any land disturbance. Control measures will be monitored and controlled by the Borough Engineer. Soil erosion and drainage control shall be accomplished as follows:

Erosion and Tracking: Soil erosion control measures as established by the State of New Jersey Soil Conservation Committee and set forth in the "Standards for Soil Erosion and Sediment Control in N.J." must be implemented on all excavations. This includes a sequence of construction. **To minimize tracking on the Borough roadways, the ingress/egress route to all new construction must be stoned for a minimum distance of seventy-five (75' feet, or as approved). Work areas must be provided with dust control utilizing water, calcium chloride or some means of cover.**

Drainage: Impervious areas and increase in runoff rate of roof drains must be provided with seepage pits of a size to accommodate a 100-year frequency storm for duration of 20 minutes. The size must be established on the basis of the percolation test and drain areas.

On those structures which do not have collection systems such as homes without gutters and tennis courts, a ground level collection system leading to seepage pits must be provided.

APPLICATION INSTRUCTIONS:

All items of application for SESC 21 shall be completed as follows:

1. **Project Description:** A brief, concise description of work to be undertaken and the method to be employed shall be provided. **Please provide three (3) copies.**
2. **Plan:** **Three (3) copies** of a plan showing the property boundaries on a scale of 1"= 50' or larger.

The Plan shall show the following.

- Existing contours at two foot intervals and appropriate spot grades.
- Proposed contours at two foot intervals and appropriate spot grades.
- Tree protection and limits of disturbance
- Location of temporary stock piling of soil.
- Temporary soil erosion control devices, including construction details and locations (i.e.) Silt Fencing, Earth Berm, Hay Bales, Seed/Sod, etc.
- Stoning of ingress/egress route to be used during the construction period.
- Permanent soil erosion control devices including construction details and location, (i.e.) walls, dams, etc.
- Location and sizes of proposed drainage facilities, including the supporting calculations.
- Delineation of applicable flood plain limits and any existing drainage easements.

3. **Specification:** Three (3) copies of any required specifications not shown on the plan, (i.e.) type of vegetation or seed.
4. **Sequence of Construction:** Three (3) copies of the proposed sequence of construction containing the following:
 5. Estimated starting date.
 6. Estimated completion date.
 7. Estimated date of control points (i.e., installation of hay bales, installation of driveway stone, temporary seeding, finished grading and seeding, etc.

BOROUGH OF SADDLE RIVER
APPLICATION FOR SOIL EROSION AND
SEDIMENT CONTROL PLAN CERTIFICATION

The enclosed soil erosion and sediment control plan and supporting information are submitted for certification pursuant to the Soil Erosion and Sediment Control Act, chapter 251.

PROJECTS:

- | | | |
|---------------------------------------|---------------------------------------|--|
| ☐ New Dwelling | ☐ Tennis Court | ☐ Pool house |
| ☐ Addition | ☐ Pool | ☐ Receipt/Removal of Soil
(Site work only) |

Address: _____ Block: _____ Lot: _____
Property Owner: _____
Address: _____ Phone: _____
Emergency Number: _____ Fax Number: _____
Email: _____

Contractor: _____
Address: _____ Phone: _____
Emergency Number: _____ Fax Number: _____
Email: _____

Applicant: _____
Address: _____ Phone: _____
Emergency Number: _____ Fax Number: _____
Email: _____

ATTACH:

PROVIDE THREE (3) COPIES OF THE FOLLOWING:

- ☐ Project Narrative
☐ Site Plan with SESC Measures and Proposed Improvements

APPLICANT _____ DATE _____

FOR BOROUGH USE ONLY

Permit Fee \$ _____ Engineering Escrow \$ _____ Performance Bond \$ _____

Approved: _____ Date: _____
Borough Engineer

Comments: _____

Denied: _____ Date: _____
Borough Engineer

Reasons: _____

**DEPOSIT RETURNED LESS EXPENSES—PERFORMANCE GUARANTEE
RETURNED UPON SATISFACTORY COMPLETION OF WORK PREFORMED**

BOROUGH OF SADDLE RIVER

SOIL RELOCATION
APPLICATION FOR PERMIT TO () REMOVE () RECEIVE () RELOCATE SOIL

GENERAL: Chapter 183 of the Saddle River Municipal Code requires a permit for any soil relocation. For Application under 50 cubic yards, a permit will be issued by the Clerk; application in excess of 50 cubic yards must be reviewed and approved by the Engineer; application of 500 cubic yards or more must be presented to the Planning Board. The requirements for this permit are defined under Chapter 183. All soil movement must conform to the requirements of the Soil Erosion and Sedimentation Control Ordinance, except when specifically stated, soil movement is only permitted between the hours of 8:00 a.m. and 4:00 p.m., local time, Monday through Friday.

1. **Property Identification:** Block _____ Lot _____
Address: _____
2. **Owner Name:** _____ **Phone:** _____ **Fax:** _____
Address: _____ **Email:** _____
3. **Applicant Name:** _____ **Phone:** _____ **Fax:** _____
Address: _____ **Emergency Phone:** _____
Email: _____
4. **Contractor Name:** _____ **Phone:** _____ **Fax:** _____
Address: _____ **Email:** _____
5. **Description of Operation, including an explanation of the need and equipment to be used:**

6. **Quantity of soil to be relocated:** _____ cubic yards (see attached worksheet).
7. **Destination or origin of soil, including a brief description of the route:** _____

8. **Estimated Starting Date:** _____ **Estimated Completion Date:** _____
9. **To be provided for Soil Relocation in excess of 50 cubic yards:** Map showing contour of the land (2' intervals) before and after soil relocation.
10. **To be completed for Soil Relocation in excess of 500 cubic yards:** List of Property Owners within 200 feet (Please Attach). **Application must be presented to the Planning Board.**
11. **Applicant's signature:** _____ **Date:** _____
(Signature)

FOR BOROUGH USE ONLY

Permit / Resolution No. _____ **Planning Board Approval Required**
Yes ☐ **No** ☐
Borough Engineer

Approval _____ **Date:** _____ **Comments:** _____
Denial: _____ **Date:** _____ **Comments:** _____

Required Filing Fee: \$ _____ **Date Received:** _____
Required Escrow Deposit \$ _____ **Date Received:** _____

Borough of Saddle River

Soil Relocation Worksheet

Office of Borough Engineer

Worksheet shall be prepared for all projects requiring soil relocation and be made part of the application submittal. Attach worksheet to application for soil relocation. Applicant shall refer to the Borough Ordinances for all restrictions relating to soil movement including factors for consideration, chapter 183: Any single or cumulative soil movement or relocation in excess of 500 yards shall necessitate an application before the Planning Board

Excavations

Provide Support Calculations
Attach Additional Sheet, if Required

House/Addition (Foundation)

Pool

Septic

Tennis Court

Grading

Other

Cubic Yards

Total Sum of Excavation

Fill Operations

Cubic Yards

House/Addition (Foundation)

Pool

Septic (Bank Run or Select Material)

Tennis Court

Other

Total Sum of Fill

Soil Relocation (Max of Sum Fill or Sum Excavation)

Proposed Soil Export

Soil to be removed from the site (Excavations Exceed Fills)

Proposed Soil Import

Soil to be received at the site (Fills Exceed Excavations)

Worksheet Prepared By: _____ Date: _____

Company: _____ Phone: _____

Address: _____

Fax: _____ Email: _____

Signature: _____

SLOPE AND WAIVER IDENTIFICATION WORKSHEET

A		B	C = (A/100) X B		D	Yes or No
SLOPE CATEGORY	% MAXIMUM PERMITTED DISTURBANCE	AREA OF PROPERTY IN EACH SLOPE CATEGORY (SF)	PERMITTED AREA OF DISTURBANCE (SF)	PROPOSED AREA OF DISTURBANCE IN EACH SLOPE CATEGORY (SF)	DOES (D) EXCEED (C), IF YES WAIVER REQUIRED, PROVIDE AREA OF WAIVER	
0 - 14.9%	100%					
15 - 24.9%	50%					
25 - 34.9%	30%					
> 35	0%					

SF = Square Feet

TOTAL LOT AREA (SF) =
ACRES =

IS FIRST FLOOR ELEVATION SET WITHIN 4.0' FROM THE EXISTING AVERAGE GRADE ACROSS THE FRONT OF THE STRUCTURE?
AVG GRADE FOR SR IS DEFINED AS CALCULATING EXISTING ELEVATIONS ALONG THE PROPOSED FRONT FOUNDATION AT 10' FOOT INTERVALS, LEFT TO RIGHT.

CALCULATED AVG. GRADE	PROPOSED HFE	DOES DESIGN MEET ORDINANCE 183-6(C)(1) OR IS WAIVER REQUIRED ?	COMMENTS AND DESCRIPTION OF WAIVER IF APPLICABLE

ARE PROPOSED GRADE CHANGES IN EXCESS OF 4.0' FROM EXISTING GRADE?

MAXIMUM PROPOSED GRADE CHANGE (FT)	DOES DESIGN MEET ORDINANCE 183-6(C)(2) OR IS WAIVER REQUIRED ?	COMMENTS AND DESCRIPTION OF WAIVER IF APPLICABLE

ARE PROPOSED RETAINING WALLS (IF ANY) IN EXCESS OF 4.0'?

MAXIMUM PROPOSED WALL HEIGHT (FT)	DOES DESIGN MEET ORDINANCE 183-6(C)(3) OR IS WAIVER REQUIRED ?	COMMENTS AND DESCRIPTION OF WAIVER IF APPLICABLE

ARE PROPOSED DRIVEWAY SLOPES IN EXCESS OF 10%?

MAXIMUM PROPOSED DRIVEWAY SLOPE (%)	DOES DESIGN MEET ORDINANCE 183-6(C)(4) OR IS WAIVER REQUIRED ?	COMMENTS AND DESCRIPTION OF WAIVER IF APPLICABLE

PROPERTY ADDRESS
BLOCK/LOT

FORM COMPLETED BY:
SIGNATURE AND DATE