

BOROUGH OF ALPINE, 100 CHURCH STREET, ALPINE, NJ 07620  
ORDINANCE #541

**APPLICATION FOR SOIL MOVING PERMIT**

Date: \_\_\_\_\_

Exempt Application \$ \_\_\_\_\_  
Application Fee \$ \_\_\_\_\_  
Escrow Fee \$ \_\_\_\_\_  
Eng'g Escrow Fee \$ \_\_\_\_\_

**I. Pre-Approval Data Requirements**

1. Property Description

Block \_\_\_\_\_ Lot \_\_\_\_\_  
Street \_\_\_\_\_

2. Permittee (property owner or contract purchaser)

Name \_\_\_\_\_  
Address \_\_\_\_\_ P. O. Box \_\_\_\_\_  
Telephone No. \_\_\_\_\_

3. Purpose of soil moving

\_\_\_\_\_

4. Description of soil to be moved.

a. Cut \_\_\_\_\_ c.y. \_\_\_\_\_ (type)  
b. Fill \_\_\_\_\_ c.y. \_\_\_\_\_ (type)  
c. Import \_\_\_\_\_ c.y. \_\_\_\_\_ (type)  
d. Export \_\_\_\_\_ c.y. \_\_\_\_\_ (type)  
e. Max. height of temporary stockpile \_\_\_\_\_ (type)  
f. Total volume of soil to be moved \_\_\_\_\_ c.y.  
(Cut plus import must equal fill plus export)

5. Wetlands and/or wetland buffer:

Present on site. \_\_\_\_\_ Yes No  
Proposed to be disturbed. \_\_\_\_\_ Yes No N/A

6. Bergen County Soil Conservation District approval required. \_\_\_\_\_ Yes No

7. Map(s) submitted in full compliance with Borough Ordinance. \_\_\_\_\_ Yes No

a. Are slopes steeper than (1) vertical to (4) horizontal? Yes No  
b. Are retaining walls higher than (6) feet? Yes No  
c. Are retaining walls less than (6) feet from lot lines? Yes No  
d. Are cross sections and end area calculations submitted? Yes No  
e. List all requested waivers from topographic map requirements.

\_\_\_\_\_  
\_\_\_\_\_

BOROUGH OF ALPINE

CHECK LIST FOR DETERMINATION OF COMPLETENESS  
FOR REVIEW OF SOIL MOVING PERMIT APPLICATION

Applicant Name & Address \_\_\_\_\_

Owner, if not applicant \_\_\_\_\_

Site Address \_\_\_\_\_ P.O. Box \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Date of Initial Submission \_\_\_\_\_

Date of Resubmission \_\_\_\_\_

	Yes	No
Have 2 copies of the application been submitted?	___	___
Have 2 copies of the plans been submitted?	___	___
Have 2 copies of the X-sections & calculations been submitted?	___	___
Have 2 copies of the soil certification or tests been submitted?	___	___
Have 2 copies of the truck routes been submitted?	___	___
Have 2 copies of the truck & equipment to be used been submitted?	___	___
Does Title Block on each sheet identify address and block & lot?	___	___
Is Topo Map signed and sealed by a surveyor and by an engineer?	___	___
Has review fee been submitted? (See attached schedule.)	___	___
Has performance bond been submitted? (To be determined by Borough Engineer.)	___	___
Is the following information shown on the plans? {Per Ord. 185-3(2)}		
Topographic Map:		
Building floor elevation.	___	___
Existing and proposed contours @ 2 ft. intervals.	___	___
Spot elevation at building corners.	___	___
Top and bottom of wall elevations.	___	___
Topography within 25 ft. of lot lines.	___	___
Topography for full width of abutting streets.	___	___
Soil moving quantities.	___	___
Storm water management improvements.	___	___
Soil erosion and sediment control provisions.	___	___
Location, size and species of trees over 9 inches in diameter.	___	___
Elevations referenced to USGS datum.	___	___
Boundary of subject property.	___	___
Flood plains and/or freshwater wetlands.	___	___
Zoning schedule.	___	___
Listing of variances and/or waivers requested.	___	___

**II Post-Approval Data Requirements**

1. Proposed Commencement Date \_\_\_\_\_  
Month/Day/Year

2. Proposed Completion Date \_\_\_\_\_  
(Maximum one (1) year permit Month/Day/Year

3. Location to which excess soil will be exported.  
Street \_\_\_\_\_  
Municipality/State \_\_\_\_\_

4. Location from which soil will be imported.  
Street \_\_\_\_\_  
Municipality/State \_\_\_\_\_

5. Person in charge of soil movement operations.  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone No. \_\_\_\_\_

6. Route of Travel (within the Borough).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Description of soil erosion and control.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Liability insurance submitted in full compliance with Borough Ordinance. Yes No

9. Performance Guaranty posted \$ \_\_\_\_\_ Yes No

10. Revegetation Guaranty posted \$ \_\_\_\_\_ Yes No

11. Signature and Notarization

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Notary

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Notary

## SOIL MOVING FEE SCHEDULE

### **New Single Family Construction (non-exempt)**

Application Fee	\$ 250.00
Escrow Fee	\$3,000.00
Engineering Escrow	\$1,000.00

### **Additions, Renovations, Swimming Pools, Tennis Courts, Landscaping and Detached Buildings (non-exempt)**

Over 100 c.y.

Application Fee	\$ 250.00
Escrow Fee	\$ 700.00
Engineering Escrow	\$ 1,000.00

### **Exempt applications - Landscaping - under Chapter 185-4J(5) Only once during a 12 month period**

Under 100 c.y. and less than 2 acres

Under 200 c.y. if 2 acres and larger

Application Fee	\$ 25.00
Escrow Fee	\$ 100.00
Engineer Escrow	\$ 1,000.00

Other exempt applications (except for Chapter 185-4J(5))

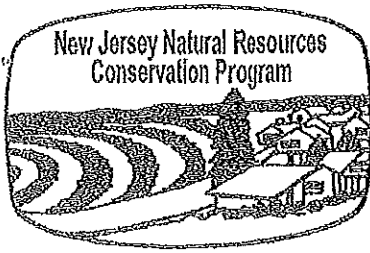
Less than 100 c.y.

Application Fee	\$ 25.00
Escrow Fee	\$ 100.00
Engineering Escrow	\$ 1,000.00

### **Septic Soil Moving Application**

Application Fee	\$ 150.00
Engineering Escrow	\$ 3,000.00
Bond	\$10,000.00 required on new construction

Note: Soil Moving over 1,000 c.y. will need Planning or Zoning Board Approval  
Bergen County Soil Conservation approval is required on soil disturbance greater than 5,000 sq. ft.



BERGEN COUNTY SOIL CONSERVATION DISTRICT

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700 Kinderkamack Road  
Suite 106  
Oradell, New Jersey 07649  
Telephone: 201-261-4407  
Fax: 201-261-7573

To All Construction Officials:

The New Jersey Dept. of Agriculture, State Soil Conservation Committee has approved the following interpretation of the Soil Erosion and Sediment Control Act ("Act") regarding the Single Family Exemption:

**Effective immediately, soil disturbance in excess of 5,000 square feet on existing** single family residential property shall require a soil erosion and sediment control plan certification.

The disturbance activity must **also** fall within one or more of the following enumerated categories:

1. The accommodation of construction for which the State Uniform Construction Code ("UCC") requires a construction permit;
2. Demolition of one or more structures;
3. Construction of a parking lot;
4. Construction of a public facility;
5. Operation of any mining or quarrying activity; or
6. Clearing or grading of any land for other than agricultural or horticultural purposes.

Items 3, 4 and 5 are improbable on a residential lot.

However, single family dwelling reconstruction, additions, alterations, garages, pool houses, sheds, clearing, grading, demolition and combinations thereof **resulting in soil disturbance greater than 5,000 sq. ft.** should be directed to the District for a soil erosion and sediment control plan certification. (A District review may be required on a case by case basis to determine applicability). (MORE)

The interpretation also addresses the Single Family Exemption in the Act where the construction of a **new** single family dwelling will **result in soil disturbance in excess of 5000 sq. ft.** as follows:

**For lots created by a subdivision approved after January 1, 1976:** The construction of a single family dwelling unit is **not** exempt from the Act if the subdivision created two or more single-family dwelling lots. The Act applies regardless of whether all the subdivided lots have been or are being built upon at the time of application.

**For lots created by a subdivision approved prior to January 1, 1976:** The construction of a single family dwelling unit is exempt unless it is part of the concurrent construction of two or more contiguous or non-contiguous single family dwelling units by a common entity within the same subdivision.

**In summary, the Single Family Exemption is limited to the construction of an individual single family dwelling unit on an existing single family dwelling lot created before the effective date of the Act, January 1, 1976, that is not part of a larger development by a common entity and involves no demolition activity.**

**Please distribute this notice to your employees.**

If you or your staff ever have any questions regarding the applicability of the Act to specific projects, do not hesitate to call us.

Thank you for your patience and cooperation.

Sincerely,

Angelo Caruso, District Manager

(3/1/15)