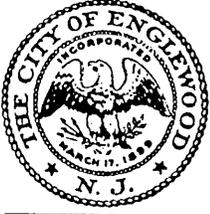


CITY OF ENGLEWOOD

# SESC

(Soil Erosion and Sediment Control)

# Permit Application



# Englewood

P.O. Box 228 • Englewood, N.J. 07631 • (201) 567-1800

Revised Edition

City Engineer's Office Use Only

Application for Soil Erosion  
and Sediment Control Plan  
Certification  
Fee Submitted: \$ \_\_\_\_\_

Permit No.: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Fee Received: \$ \_\_\_\_\_  
Received By: \_\_\_\_\_

Application No.: \_\_\_\_\_

Disposition: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The enclosed Soil Erosion and Sediment Control Plan and supporting information as listed on the reverse of this form are submitted for certification pursuant to the Soil Erosion and Sediment Control Act, Chapter 251, P.L. 1975 (N.J.S.A. 4:24-39 et seq.)

Name of Project: \_\_\_\_\_

Location of Project: \_\_\_\_\_  
(Town and Street Address)

Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_  
(Disturbed Area)

Tract Size: \_\_\_\_\_ Project Size: \_\_\_\_\_ No. Acres: \_\_\_\_\_

Owner(s) of Project: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Plans Prepared By: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Agent Responsible: \_\_\_\_\_

Address of Agent: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Site Supervisor: \_\_\_\_\_  
(Name must be provided prior to land disturbance)

Address: \_\_\_\_\_ Phone No.: \_\_\_\_\_

The applicant agrees and hereby certifies as follows:

1. That all soil erosion and sediment control measures are designed in accordance with Standards for Soil Erosion and Sediment Control in New Jersey and will be installed in accordance with those Standards and the Plan as approved by the City of Englewood.
2. To notify the Office of the City Engineer in writing at least 48 hours in advance of any land disturbance activity.
3. To notify the Office of the City Engineer upon completion of the project (note: no certification of occupancy can be granted until a report of compliance is issued by the Office of the City Engineer).
4. To have a copy of the certified plan on site during construction.
5. To allow agents of the Office of the City Engineer to go upon project lands for inspection.
6. That the issuance of a Soil Erosion & Sediment Control Permit is conditioned upon Planning Board approval.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Name & Address: \_\_\_\_\_

\_\_\_\_\_  
(Print Name)

Receipt of applicant's fee, plan and supporting documents are hereby acknowledged:

Signature of the City Engineer: \_\_\_\_\_

Date: \_\_\_\_\_ for the City of Englewood \_\_\_\_\_

An application for certification of a soil erosion and sediment control plan shall include the following:

1. One copy of:
  - a. Complete subdivision or site plan application, including key map, as submitted to the City. (Architectural drawings and building plans and specification not required).

3.

- b. Location of present and proposed drains and culverts with their discharge capacities and velocities and supporting computations, and identification of conditions below outlets.
  - c. Delineation of any area subject to flooding from the 100 year storm in compliance with the Flood Plains Act (NJSA 59:16A) or applicable municipal zoning. See also 2.) J. below.
  - d. Delineation of streams and other significant natural features within the project area.
  - e. Soils and other natural resource information used. (Delineation of the project site on soil maps is desirable).
  - f. Land cover and use of area adjacent to the land disturbance.
2. Five copies of the Soil Erosion and Sediment Control Plan at a scale to be determined by the Office of the City Engineer, to include the following: (this information shall be detailed on the plat).
- a. Proposed sequence of development including duration of each phase in the sequence.
  - b. Site grading plan showing delineation of land areas to be disturbed including proposed cut and fill areas together with existing and proposed profiles of these areas.
    - i. Indicate the total disturbed area acreage.
      - a. Indicate the total acreage to be paved, rooted, sodded, seeded, etc.
      - b. Delineate all areas to be stabilized vegetatively by seeded, sod or ground covers.
    - ii. No slopes will be created steeper than 3:1 on cut slopes and 3:1 on fill slopes. If so, retaining walls will be required. When this course, show design for each wall.
  - c. Contours at a two foot interval or other interval as determined by the Office of the City Engineer, showing present ground elevation.

- d. Locations of all streams, present and proposed drains and culverts.
  - i. All storm drainage inlets, except as noted, are to be temporarily capped and/or protected by a filter to prevent entry of sediment carried by runoff water until vegetation and/or paving is established as planned.
- e. Location and detail of all proposed erosion and sediment control structures including profiles, cross sections, appropriate notes and supporting computations.
  - i. All sediment traps shall be designated and calculations will accompany sediment control plan. Design capacity is to be noted on plan for all sediment basins.
  - ii. All interceptor berms used during roadway construction will be constructed from typical designs. These berms will be left in place at the end of each workday.
  - iii. Install energy dissipator at the end of discharge storm drainage pipes where velocities exceed 4.5 ft. per second.
  - iv. Show designs on plan for diversion berms, interceptor berm, chute and flume, level spreaders, waterways, and energy dissipator, whichever is necessary.
- f. Location and detail of all proposed non-structural methods of soil stabilization including rates and type of lime, fertilizer, seed, and mulch to be applied.
- g. Control measures for non-growing season stabilization of exposed areas where the establishment of vegetation is planned as control measure.
  - i. All areas disturbed by on-site grading, that will not be constructed upon within 12 months, are to be stabilized with an annual seeding and mulching (as specified). State mixture and total treatment to be used.

5.

- ii. All areas disturbed by on-site grading on which perennial or annual seeding cannot be made, will be treated by mulching (as specified). State type, rate of application and method of binding to the soil surface.
  - h. For residential development - control measures to apply to dwelling construction of individual lots and notation that such control measures shall apply to subsequent owners of title is conveyed. This notation shall be shown on the final plat.
  - i. Plans for maintenance of permanent and temporary soil erosion and sediment control measures and facilities during and after construction, also indicating who shall have responsibility for such maintenance.
  - j. Copies of New Jersey Department of Environment Protection Permit as required.
  - k. The City of Englewood Soil Conservation **REQUIRED GENERAL NOTES.**
3. Appropriate fee.
4. Other items required.

# Request for Taxpayer Identification Number and Certification

Give form to the  
 requester. Do not  
 send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as reported on your income tax return)	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶ .....	
	<input type="checkbox"/> Exempt from backup withholding	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
or								
Employer identification number								

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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## Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**U.S. person.** Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding,
- or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes you are considered a person if you are:

- an individual who is a citizen or resident of the United States,
- a partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or

- any estate (other than a foreign estate) or trust. See Regulation section 301.7701-6(a) for additional information.

**Foreign person.** If you are a foreign person, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

**Nonresident alien who becomes a resident alien.**

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.



# Englewood

P.O. Box 228 • Englewood, N.J. 07631

## SOIL EROSION AND SEDIMENT CONTROL WITHIN THE CITY OF ENGLEWOOD

### PERMIT REQUIRED:

No person shall disturb more than Five Thousand (5,000) square feet of surface area on any property within the City of Englewood without first obtaining a written permit from the Office of the City Engineer.

Permits may be obtained at the office of the City Engineer, K. Albert Associates, 9 East Street, Englewood, New Jersey 07631.

### APPLICATIONS:

An application for such a permit shall include a designation of area which the work is to take place and a Site Plan of the proposed work. Site Plan shall show the location of the disturbance on the site and clearly marked boundaries. The Site Plan shall include lot and block numbers, street address, and certification of compliance with the requirements of the ordinance.

### PERMIT FEE:

The fee for a permit shall be \$100.00 for projects involving one acre of land or less and an additional \$15.00 for each additional acre or part thereof.

### BOND REQUIREMENTS:

No Bond is required for this permit. Enforcement of permit shall be based on site inspections performed by the City Engineer. If the applicant fails to provide or maintain the required SESC measures as outlined in Ordinance No.2311 or as directed by the City Engineer, a stop work order shall be issued until all requirements have been met.

### COMMENCEMENT AND COMPLETION OF WORK:

The applicant shall notify the Office of the City Engineer, Police Department and Fire Department 24 hours prior to commencement of work.

Office of the City Engineer:	K. Albert Associates 9 East Street Englewood, New Jersey 07631	(201)569-7590
Office of the City Clerk:	Ms. Lenore Schiavelli	(201)871-6612
Police Department, Traffic:	Sergeant Suffern	(201)871-6411 (201)568-2863
Attachments:	APPLICATION, ORDINANCE 2311 GENERAL NOTES, SESC DETAILS	

CITY OF ENGLEWOOD

ORDINANCE NO. 2311

AN ORDINANCE ESTABLISHING SOIL EROSION  
SEDIMENT CONTROLS FOR THE CITY OF ENGLEWOOD

ARTICLE I. Short Title, Purpose and Interpretation

Section 1. This ordinance shall be known and may be cited as the "Soil Erosion and Sediment Control Ordinance" of the City of Englewood.

Section 2. The purpose of this ordinance is to control soil erosion, sedimentation and related environmental damage consistent with the provisions of the Soil Erosion and Sediment Control Act of the State of New Jersey, R.S. 4:24-39, et seq. and the regulations adopted pursuant thereto by the New Jersey State Soil Conservation Committee.

Section 3. This ordinance is adopted pursuant to authorization contained in the Soil Erosion and Sediment Control Act of the State of New Jersey and regulations adopted by the State Soil Conservation Committee of the State of New Jersey and shall be interpreted and applied consistent with the provisions of the said law and the said regulations.

ARTICLE II. Definitions

Section 4. For the purposes of this ordinance, unless the context clearly indicates a different meaning, the following terms shall have the following defined meanings:

A. "Application for Development" means a proposed subdivision of land, site plan, conditional use, zoning variance, planned development, or construction permit.

B. "Applicant" means a person (as hereinafter defined) who shall submit an application for development.

C. "Certification" means a written endorsement by the City Engineer of a plan for soil erosion and sediment control, which endorsement indicates that the plan meets the standards promulgated by this ordinance.

D. "Disturbance" means any activity involving the clearing, excavating, storing, grading, filling or transporting of soil, or any other activity which causes soil to be exposed to the danger of erosion.

E. "Erosion" means the detachment and movement of soil or rock fragments by water, wind, ice and gravity.

F. "Person" means and includes a natural person, partnership, corporation or other entity of any kind including a public agency.

G. "Plan" means a scheme which indicates land treatment measures including a schedule of timing for their installation, to minimize soil erosion and sedimentation.

H. "Project" means the disturbance of more than 5,000 square feet of surface area of land for the accommodation of construction for which the Uniform Construction Code requires a construction permit, except that the construction of a single family dwelling unit shall not be deemed a "project" under this ordinance unless such unit is part of a proposed subdivision, site plan, conditional use, zoning variance, planned development or construction permit application including two or more such single family dwelling units.

I. "Sediment" means solid material, mineral or organic, that is in suspension, is being transported, or has been moved from its site or origin by air, water or gravity as a product of erosion.

J. "Soil" means all unconsolidated mineral or organic material of any origin.

ARTICLE III. Certification required for a project

Section 5. No person shall undertake any project within the City of Englewood unless he first shall have submitted to the City Engineer a plan for control of soil erosion and sedimentation for such project, and unless such plan has been certified by the City Engineer as conforming to the "Standards for Soil Erosion and Sediment Control in New Jersey" (including all amendments and supplements thereto) as promulgated by the State Soil Conservation Committee pursuant to the Soil Erosion and Sediment Control Act.

Section 6. An application for such certification shall be in such form and plans submitted as part thereof shall be at such scale, as shall be designated by the City Engineer, and shall contain or indicate:

A. The location and description of existing natural and man-made features on or surrounding the site, including general topography and soil characteristics;

B. The location and description of proposed changes to the site and proposed disturbances thereon; and

C. Such additional information as the City Engineer may require in order to enable him to determine compliance with the provisions of this ordinance or to facilitate his making such determination.

Section 7.

A. Following submission of an application for certification of a plan for soil erosion and sediment control, and after review thereof by the City Engineer to determine whether such plan complies with the ordinance, the City Engineer shall provide the applicant with a written notice indicating that:

- (i) The plan is certified; or
- (ii) The plan is certified subject to prescribed conditions attached to such notice; or

(iii) The plan is denied certification, in which event the written notice shall state the reasons for such denial.

B. The City Engineer shall grant or deny certification within 30 days from submission to him of a complete application, provided however, that the said 30-day period may be extended for an additional 30 days by written agreement signed by the applicant.

C. Failure of the City Engineer to grant or deny certification within such 30-day period, or within such extended period as agreed to by the applicant, shall constitute and have the same effect as certification.

D. The City Engineer shall furnish to the City Planning Board, to the Bergen County Soil Conservation District, and to the applicant, a copy of each certification or denial issued by him, including all conditions or statements forming part thereof, which shall set forth the name of the applicant, the site location by both street address and block and lot numbers, the proposed land use and such other additional information as may be required by the Bergen County Soil Conservation District.

E. Any proposed change in the certified plan shall be submitted to the City Engineer for certification in the same manner as an original application for certification of a plan.

F. The applicant shall maintain a copy of the certified plan at the site location which shall be available for inspection during construction.

ARTICLE IV. Fees

Section 8. An application for certification of a plan for soil erosion and sediment control shall be accompanied by the required fee as follows:

A. If the project involved one acre of land or less, the fee shall be \$100.00

B. For each additional acre or part thereof, the fee shall be increased by \$15.00.

ARTICLE V. Enforcement

Section 9

A. The City Engineer shall inspect projects from time to time to determine and insure compliance with provisions of the certified plan.

B. If the City Engineer determines that the project is not proceeding in compliance with all provisions of a certified plan, he shall so advise the person proceeding with the project and demand immediate compliance with the plan.

C. If such compliance is not immediately forthcoming, the City Engineer may issue a stop-construction order, and following the issuance of such order, no further construction activity or other work shall take place on the project until the applicant complies with all provisions of the certified plan.

ARTICLE VI. Certificate of Occupancy

Section 10. No Certificate of Occupancy shall be issued for any project unless the City Engineer shall first have certified to the issuing authority that there has been compliance with the provisions of a certified plan for permanent control of soil erosion and sedimentation. A formal report of such compliance shall be filed with the Chief Inspector of the City of Englewood and a copy of such formal report shall be sent to the Bergen County Soil Conservation District.

ARTICLE VII. Penalty

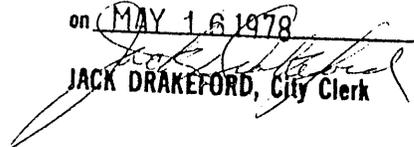
Section 11. Any person who violates any provisions of this ordinance shall be liable for the penalties prescribed in R.S. 4:24-53, which penalties shall be subject to collection and enforcement in the manner provided therein.

ARTICLE VIII. Effective Date

Section 12. This ordinance shall take effect upon passage and publication as required by law and upon subsequent and final approval by the New Jersey Soil Conservation Committee.

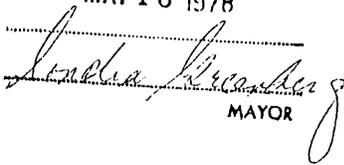
I hereby certify that the foregoing is a true copy of an ordinance adopted by the Council of the City of Englewood, N. J.

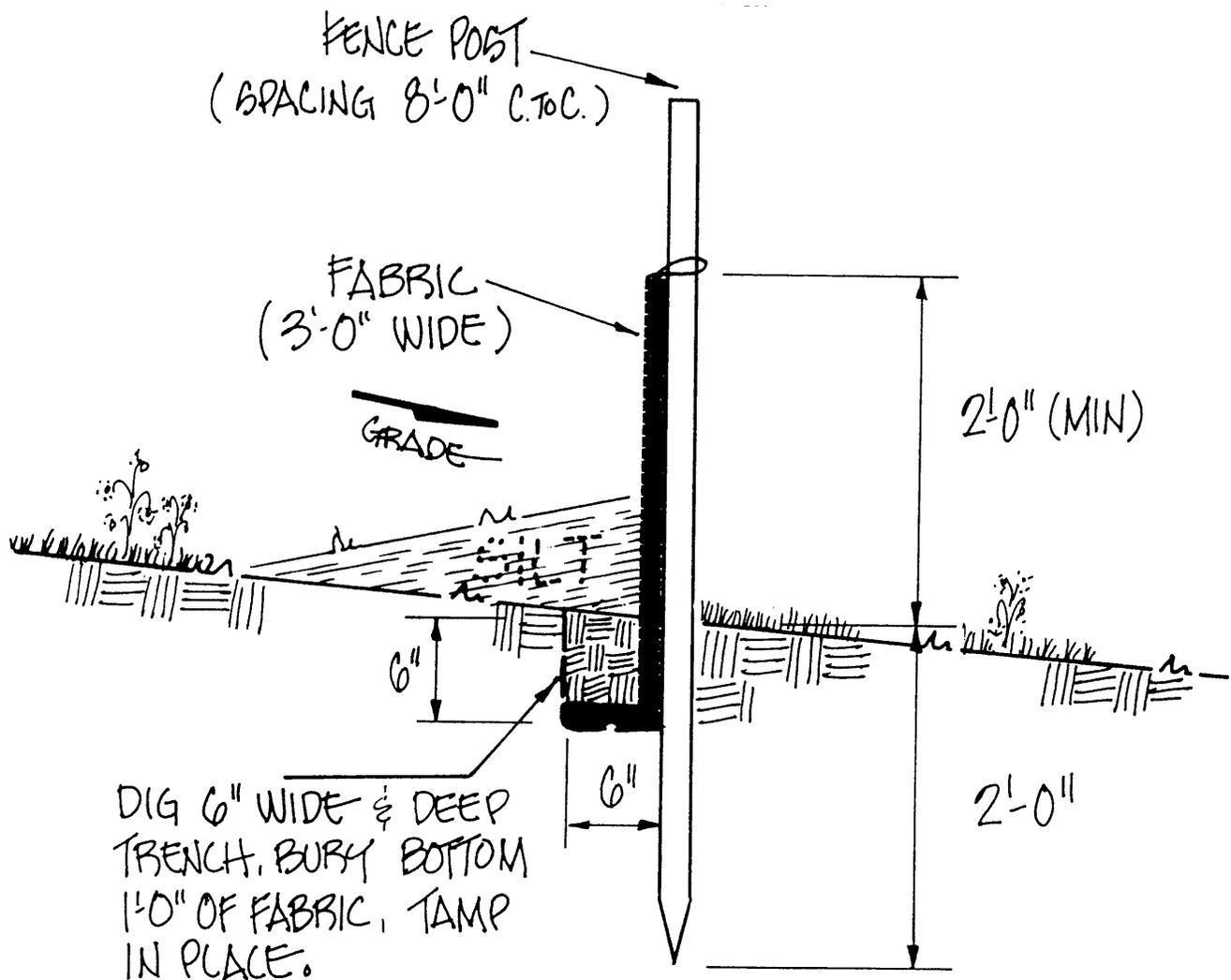
on ~~MAY 16 1978~~

  
JACK DRAKEFORD, City Clerk

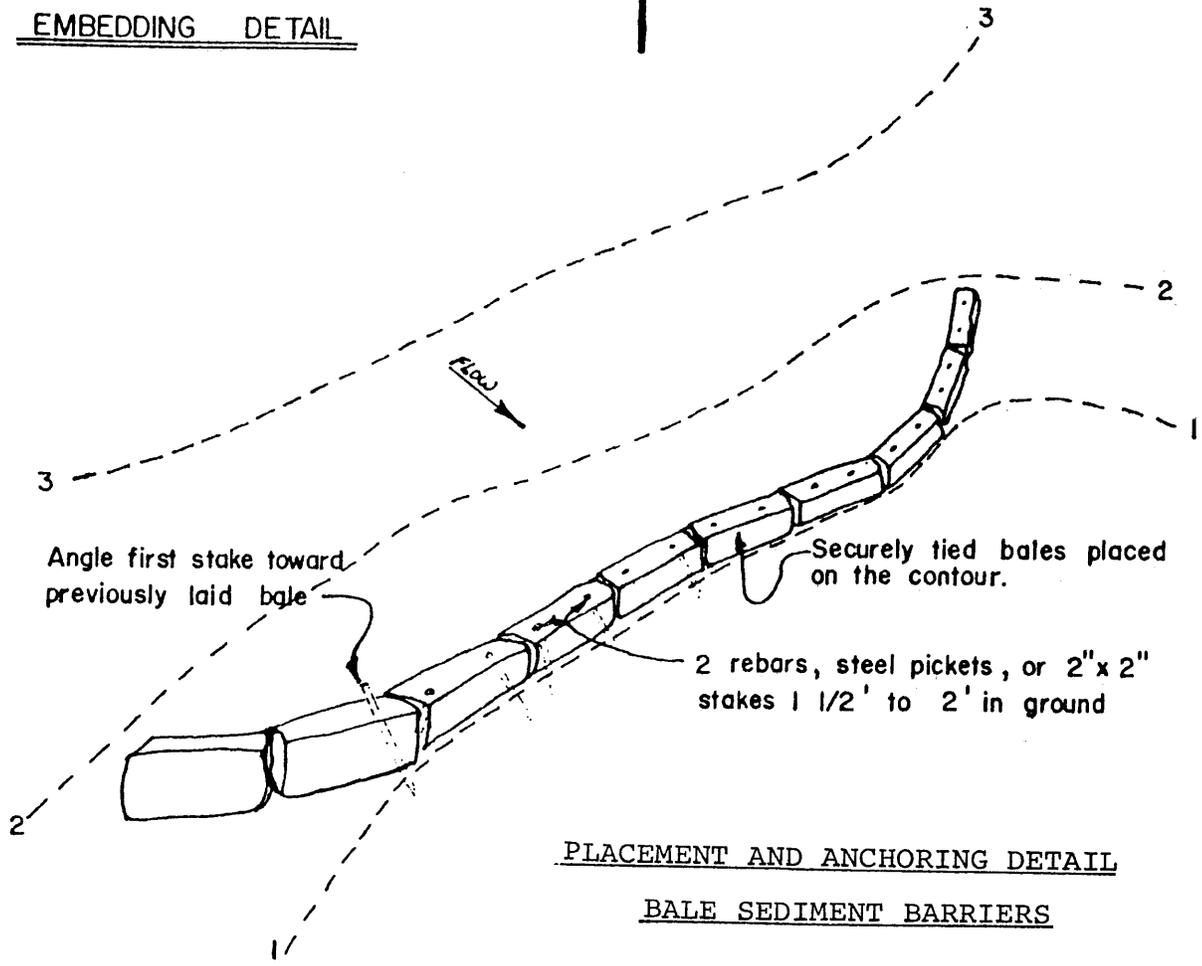
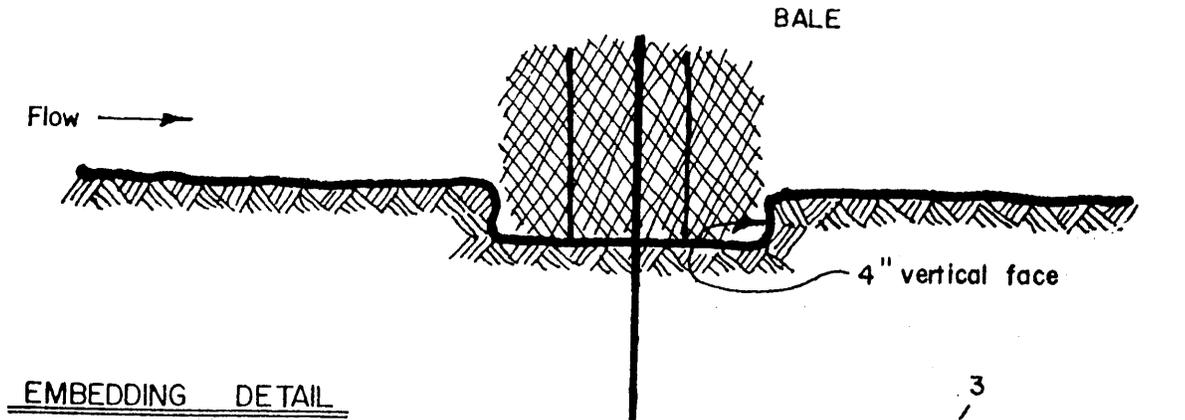
APPROVED

MAY 16 1978

  
MAYOR



SILT FENCE DETAIL



REQUIRED GENERAL NOTES FOR SOIL EROSION  
AND  
SEDIMENT CONTROL PLAN CERTIFICATION

The following erosion control notes are to be included as a minimum on the submitted plans:

1. All erosion and sediment control practices shall be in place prior to any land disturbing activity.
2. All erosion and sediment control practices shall be left in place until construction is completed and/or area is stabilized.
3. All soil erosion and sediment control practices on this plan will be constructed in accordance with the "New Jersey State Standards for Soil Erosion and Sediment Control".
4. The contractor will be responsible for initiating any and all temporary Soil Erosion and Sediment Control procedures deemed necessary by the Office of the City Engineer during the course of construction.
5. The City of Englewood Soil Conservation must be notified by certified mail at least 48 hours in advance of any land disturbing activity.
6. The owner/applicant will obtain the City of Englewood issued Certificate of Occupancy prior to any occupancy. The City of Englewood requires at least a week's notice before issuance.
7. Prior to tree clearing, the "limit to disturbance line" shall be clearly delineated by surveyor's lath and flagging. Trees to remain adjoining the limits of the undisturbed area shall be marked with surveyor's flagging. After being provided 5 days notice, the Environmental Officer shall inspect the proposed tree clearing area. Trees shall not be removed prior to approval by the Environmental Officer. The limits of construction line shall be established in such a manner as to maximize the preservation of existing wooded areas. The number of trees that will be lost due to construction and/or regrading shall be minimized. Existing trees shall be preserved and protected wherever possible.
8. All disturbed areas shall be immediately stabilized by applying the following:
  - a) Ground limestone at the rate of 135 lbs. per 1,000 sq. ft.
  - b) Fertilizer at the rate of 14 lbs. per 1,000 sq. ft. using a 10-20-10 analysis or an equivalent.
  - c) Annual rye grass applied at not less than 1 lb. per 1,000 sq. ft.
  - d) Mulch all newly seeded areas with unrotted salt hay or small grain straw at a rate of 90 lbs. per 1,000 sq. ft.
  - e) Mulch shall be secured by liquid mulch binder, peg and twine or mulch netting.
9. Permanent vegetation to be seeded or sodded on all exposed areas within 10 days after final grading. All areas to be landscaped will receive a 4" minimum layer of clean topsoil.
10. A crushed stone, vehicle wheel-cleaning blanket will be installed wherever a construction access road intersects any paved roadway. The blanket will be of sufficient size to reduce offsite tracking of sediment by construction traffic and will be maintained in good order until all roadway areas are stabilized. Minimum dimensions shall be 100' x 30' x 6". The blanket shall be composed of crushed stone 2-1/2" in diameter and shall be underlain with Mirafi, Typar or equal filter fabric.
11. All inlets shall be temporarily protected by haybale filters placed immediately after their construction. Filters shall remain in place until the site is permanently stabilized.
12. All storm drainage outlets will be stabilized, as required, before the discharge points become operational.
13. All paved roadways must be kept clean at all times.
14. The site shall at all times be graded and maintained such that all storm water runoff is diverted to soil erosion and sediment control.
15. The owner will be responsible for the maintenance and upkeep of drainage structure, vegetative cover and any other control measures during and after construction until work is approved by the City of Englewood.
16. All revisions shall be forwarded to the City of Englewood Soil Conservation for review.
17. All topsoil stripped and stockpiled for use in final grading shall receive temporary seeding and the base protected by a haybale barrier or sediment fence.
18. Stockpiles shall not be located within 50' of a drainage facility or roadway. The base of all stockpiles shall be protected by haybale or silt fence barrier.
19. No grades will be created steeper than 3H:1V on cut or fill slopes. If so, retaining walls will be required. When this course, show design of proposed structure.
20. A copy of the certified Soil Erosion and Sediment Control Plan must be kept on site at all times.
21. Construction dust will be controlled with water sprinkling, spray-on soil adhesive, calcium chloride, mulch, or crushed stone.