



**BOROUGH OF  
ATLANTIC HIGHLANDS**

100 First Avenue  
Atlantic Highlands, New Jersey 07716  
732-291-1444 Fax 732-291-9725  
www.ahnj.com

**STEEP SLOPE PERMIT APPLICATION**  
(Ordinance 03-2011)

In order to protect the health, safety and welfare of people and property within the Borough from improper work or disturbance or any other acts affecting steep slope areas, and more particularly, but not without limitation, to reduce the hazards, which exist in areas by reason of erosion, siltation, ponding, soil slippage, surface water runoff, and destruction of vegetation which stabilizes hillsides, a permit for any engineering review and approval must be filed with the Construction Official for any work disturbance proposed for areas that have a slope of 15% or greater.

Work or disturbance is defined as, but not limited to construction, building improvement or development, whether or not a building permit may be required, or, the removal of trees, shrubs, or other vegetation or soil disturbance that may have a detrimental impact on the slope areas.

\*\*\*\*\*PERMIT MUST BE ACCOMPANIED WITH AN ELEVATION  
SURVEY\*\*\*\*\*

BLOCK \_\_\_ LOT \_\_\_ ZONE\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

OWNER NAME & ADDRESS: \_\_\_\_\_

PHONE# \_\_\_\_\_

CONTRACTOR NAME & ADD \_\_\_\_\_

PHONE# \_\_\_\_\_

PROPOSED WORK: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPLICANTS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

\*\*\*\*\*

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

\*\*\*\*\*FEES: \$25.00 PERMIT - \$500.00 ENGINEERS FEE - 2 SEPARATE CHECKS REQ.

CHECK #'S \_\_\_\_\_ PERMIT# \_\_\_\_\_



# BOROUGH OF ATLANTIC HIGHLANDS

100 FIRST AVENUE ♦ ATLANTIC HIGHLANDS, NEW JERSEY 07716

Administration	732-291-1444	Tax Collection	732-291-3297
Planning/Zoning Board	732-291-1444	Water/Sewer Department	732-872-0233
Municipal Court	732-291-3225	Municipal Harbor	732-291-1670
Building & Code Enforcement	732-291-1122	FAX Number	732-291-9725

Borough Web Site: [www.ahnj.com](http://www.ahnj.com)

## Steep Slope Ordinance Checklist

### Section 158-78C

C. Application for permit. An application for a slope area permit shall be made to the Atlantic Highlands Construction Official. The application shall include at least:

- 1) \_\_\_\_\_ Property description by Tax Map block and lot, and by street address if available.
- 2) \_\_\_\_\_ Sketch of location of proposed work or disturbance. An informal sketch may be acceptable.
- 3) \_\_\_\_\_ Statement of proposed work or disturbance.
- 4) \_\_\_\_\_ Any other additional information as is reasonably necessary to make an informed decision, including, but not limited to, the items listed below and in subsection F
- 5) \_\_\_\_\_ Where site plan or subdivision approval is required, the following exhibits shall also be submitted:
  - a. \_\_\_\_\_ Topographic map showing existing contours at two-foot intervals.
  - b. \_\_\_\_\_ Areas clearly identified showing the following, as measured between ten-foot contour lines: Area 1, 30% or greater; Area 2, 20% but less than 30%; Area 3, 15% but less than 20%; Area 4, less than 15%.
  - c. \_\_\_\_\_ Calculation, in square footage and acres, of amount of area in the various slope categories listed above.
  - d. \_\_\_\_\_ Extent and erosion potential of exposed soils.
  - e. \_\_\_\_\_ Length, steepness and surface roughness of exposed slopes.
  - f. \_\_\_\_\_ Resistance of soil to compaction and stability of soil aggregates.
  - g. \_\_\_\_\_ High water table, water infiltration capacity and capacity of soil profile.
  - h. \_\_\_\_\_ Chemical, physical and biological nature of subsurface soils.
  - i. \_\_\_\_\_ Type and location of construction activity, including the amount of site grading, and depth of such grading.
  - j. \_\_\_\_\_ The time period of exposure of erodible soils during construction.
  - k. \_\_\_\_\_ The area and density of woodlands and forest, within the construction site and on contiguous lands for a distance of 200 feet, or such other distance as deemed appropriate by the Municipal Engineer. All significant tree specimens four inches or greater in diameter, measured at four feet above the ground; all dogwood, American holly, and mountain laurel; and all other vegetation on slopes 15% or

greater shall be indicated on the application plans as well as physically marked on the construction site.

- l. \_\_\_\_ The extent of impervious surface to be constructed.
- m. \_\_\_\_ Location of construction access roads.
- n. \_\_\_\_ Calculation of amount of site grading, to include a cut-and-fill balance sheet, including cross sections, and indicating, where applicable, the volume of and source of off-site fill.
- o. \_\_\_\_ Extent of on-site erosion sediment control measures, during and after construction and until any affected area is stabilized.
- p. \_\_\_\_ Any other information as is reasonably necessary to make an informed decision.

#### D. Application review and standards of approval.

- 1) The Municipal Engineer shall review every slope area application to determine whether the proposed work or disturbance may have a detrimental impact upon any slope area. Such review shall include at least an on-site inspection. The Engineer's inspection shall be made as soon as possible considering the extent of the work necessary to evaluate the application.
- 2) The Municipal Engineer shall thereafter approve only those applications where the proposed work or disturbance will:
  - a. Have no detrimental impacts.
  - b. Control velocity and rate of water runoff so that such velocity and rate are no greater after construction and development than before, and are within tolerances deemed safe by the Municipal Engineer, and the project or site plan complies with all other provisions of the Borough Code and Chapter 183, Flood Damage Prevention. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).
  - c. Minimize stream turbidity and changes in flow.
  - d. Protect environmentally vulnerable areas.
  - e. Stabilize exposed soils both during and after construction and development.
  - f. Prevent soil slippage
  - g. Minimize number and extent of cuts to prevent groundwater discharge areas to underlying soils.
  - h. Preserve the maximum number of trees and other vegetation on the site and avoid disturbance of the critical hillside, slope and forest areas.