



# Parks & Forestry Application

Application for City Tree Planting or for a Permit to plant or perform work on or near any tree under Jersey City Parks jurisdiction including plan review prior to construction \*

## SECTION 1 – APPLICANT INFORMATION

Name J.M. Garfield, LLC Tel. N o. 201-424-1511 Fax \_\_\_\_\_

Company Name / Agency J.M. Garfield, LLC

Email (required) michgeorgia@aol.com

Mailing Address 682 Garfield Avenue City Jersey City State NJ Zip Code 07305

Tree Work Entity / Landscaper \_\_\_\_\_ Tel. N o. \_\_\_\_\_ Fax \_\_\_\_\_

Tree Work Entity Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Work Location/Planting Location: Street Address Off-site

Cross Streets \_\_\_\_\_ Ward \_\_\_\_\_

Is this application related to a construction project? Yes ☐ No ☒ (If No, skip to proposed work)

Project Name \_\_\_\_\_ Building Permit Number Pending

TYPE OF WORK PROPOSED: Please check appropriate box and be specific concerning scope of work and exact location.

- ☒ Plan Review (complete Section 2) ☐ Remove Tree ☐ Excavate ☐ Prune ☐ Transplant ☐ Manage Pests ☐ Install / Relocate Utilities
- ☐ Remove Stump ☐ Install / Fix Tree Guard ☐ Install / Remove Decorations ☐ Construction-Related Activities (grade changes, equipment storage, etc.)
- ☐ Plant on-site ☒ Plant off-site ☐ Expand Tree Bed ☐ Install / Remove Paving ☒ Other

DETAILS Applicant requests a waiver from the planting requirements of the Jersey City Forestry Standards and to make payments in lieu of the required trees.

# OF TREES IMPACTED \_\_\_\_\_ PREVIOUS APPLICATION NUMBER (If re-applying) \_\_\_\_\_

Estimated Date for Start of Work \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Estimated Duration of Work \_\_\_\_\_

## SECTION 2 – PLAN REVIEW DOCUMENTATION

Projects requiring signoff for Certificate of Occupancy

### NUMBER OF TREES TO BE:

Preserved \_\_\_\_\_ Proposed Removal(s) \_\_\_\_\_ Planted On-site \_\_\_\_\_ New Planted Off-site \_\_\_\_\_ Relocated \_\_\_\_\_

In addition please provide 1 copy of the following documents in support of your Plan Review application. Applications submitted without these documents will not be processed. Do not send documents under a separate cover. Jersey City Parks may, at its discretion, require additional documents in support of this application. If you would like your design review expedited you must also include a Certified Arborist Report. You can find a Certified Arborist at [www.isa-arbor.com](http://www.isa-arbor.com). All jobs that contain existing trees that will remain post construction require drawings with measured Critical Root Zones included on 11x17 site plan. See link for information and directions. LINK

A. All applicants requesting permits from Parks are responsible for the protection of existing trees. Anyone performing Any and All work performed within 15 feet of a city tree must possess a permit issued by the Division of Park Maintenance to avoid unsafe, hazardous and other conditions which may be detrimental or potentially detrimental to any city tree. It is incumbent upon the applicant to ascertain as to whether or not there are any trees or tree roots situated within the right of way. A project does not require a permit where work is performed solely between two curb lines. If the work is proximate to the city tree then tree protection must be in effect. Any and all trees that fall within the jurisdiction of the Division of Park Maintenance are protected by law from any and all damage thereto including but not limited to any incidental damages, damage to the canopy, or damage to the trunk or root zone during and in the course of any and all construction activities, and also the aftermath of any and all construction activities. Please read and include Standard Tree Protection Notes to all Plan Reviews or jobs containing existing trees.

1. Fees: \$25.00 Administration Fee submitted as Check or Money Order made payable to City of Jersey City

2. Site Plan: Must be 11x17 architectural drawings with a scale bar including existing and proposed conditions.

3. Photos of the location: These photos must be clear, date stamped, labeled, in color & include all trees within 50 feet of the property.

We do not accept Google map images.

☒ 1 photo of each street frontage view (this photo preferred taken from across the street labeling proposed jobsite.)

☒ 1 photo of each sidewalk view parallel to the street.

For more information about these requirements please contact: Office of Park Maintenance (201-547-4449)

\*\*Failure to provide quality photographs as specified above will result in the applicant not receiving a Plan Review Receipt\*\*

## SECTION 3 – SIGNATURES

Required for all applicants and property owners including interagency projects where City of Jersey City is the property owner. For interagency projects the tree work Entity / landscaper must adhere to all conditions and rules in supplemental information included with this document.

I hereby certify that I have read and understood the conditions and rules in the Supplemental Information included with this application packet. I agree to abide by the terms and conditions of this application and any permit, if granted, and the Rules and Regulations of Parks. I understand that any false statement or information, or failure to follow the terms of any permit granted, may lead to the immediate denial or cancellation of my Permit including the possible denial of Agency permits to the landscaping company (tree work entity) for a period of 12 months and additional legal action by Jersey City.

Applicant's Signature (Property owner or head of organization filling out this form) [Signature] Attorney For Applicant Date 9/25/20

Tree Work Entity's Signature\* (Authorized Landscape Company doing tree work) \_\_\_\_\_ Date / /