



City of New York
Parks & Recreation



WORK ORDER

it for tree planting or tree work

PERMITTEE: THIS WORK ORDER IS INVALID WITHOUT AN ASSOCIATED TREE WORK PERMIT

FOR THE INSPECTOR: This work order must be prepared prior to issuing a permit. The Inspector's Report must be completed as soon as the permitted work is finished.

Type of tree work permitted:

☐ REMOVE TREE

TREES _____

☒ ON-SITE PLANTING

TREES 1

☒ OFF-SITE PLANTING

TREES 1

☐ OTHER

TREES _____

PERMIT NO. _____

APPLICATION NO. 378

WORK ORDER NO. _____

ADDITIONAL W.O. NO. _____

INSPECTED BY Wister DORTA

INSPECTION DATE 4/9/09

DATE ISSUED 3/15/09

RENEWED 10/1/09
PROJECT / DOB JOB NO. _____

DATE EXPIRES 5/15/09

12/31/09

PAGE 1 OF 1 PAGES

WORK ORDER APPROVED BY Wister DORTA

BOROUGH FORESTRY MANAGER
/ SENIOR FORESTER

Please fill in the applicable blanks for each tree that requires work. Make sure that the description is clear and detailed enough that it can be completed easily by the tree work entity. Attach site diagrams if necessary. This completed work order must be attached to the Permittee's copy of the associated permit.

Work Type Codes: Please refer to the accompanying Permit for a summary of Parks' Tree Work Standards.

1. prune; 2. excavate; 3. manage pests; 4. install decorations; 5. protect / work adjacent to; 6. plant; 7. remove stump; 8. remove tree; 9. transplant; 10. other (specify in description below)

Tree Condition Codes: E. excellent; G. good; F. fair; P. poor; D. dead; S. stump

Season Codes: S. Spring (March 15th - May 15th); F. Fall (October 15th - December 15th)

LOCATION: <u>552 Lafayette ave</u>	WORK TYPE: <u>6</u>	TREE CONDITION: <u>-</u>	SEASON: <u>S</u>
DESCRIPTION OF WORK NEEDED BELOW: <u>remove burlap & basket, plant per Dept. of Parks specifications available online.</u>	SPECIES: <u>Shingle, willow, white OAK</u>	CALIPER DBH: <u>2 1/2 - 3"</u>	WIRES: <u>-</u>
	PIT SIZE: <u>5x7</u>	PAVERS: <u>Y</u>	
LOCATION: <u>68 Kosciuszko st (Across st.)</u>	WORK TYPE: <u>6</u>	TREE CONDITION: <u>-</u>	SEASON: <u>S</u>
DESCRIPTION OF WORK NEEDED BELOW: <u>expand pit as marked, plant tree at center, same species at both sites.</u>	SPECIES: <u>see pit #1</u>	CALIPER DBH: <u>2 1/2 - 3"</u>	WIRES: <u>-</u>
	PIT SIZE: <u>5x10</u>	PAVERS: <u>Y</u>	

INSPECTOR'S REPORT: This section is mandatory. All completed tree work must be inspected within two (2) weeks after the permit expires. Tree planting must be inspected within three (3) weeks after planting is complete. Any problems must be reported immediately, and any actions taken must be recorded here.

INSPECTED BY W. DORTA

FINAL INSPECTION DATE 6/17/09

Fill in all items below. Y = Item completed correctly; N = Item not completed correctly; na = Item not applicable.

Remove tree	Y / N / <u>na</u>	Prune	Y / N / <u>na</u>	Pit size	Y / N / na	Tree species	Y / N / na
Protect	Y / N / <u>na</u>	Remove stump	Y / N / <u>na</u>	Mulch	Y / N / na	Planting depth	Y / N / na
Excavate	Y / N / <u>na</u>	Transplant	Y / N / <u>na</u>	Stakes	Y / N / na	Tree caliper	Y / N / na
Manage pests	Y / N / <u>na</u>	Install decorations	Y / N / <u>na</u>			Granite pavers	Y / N / na
Construction (grade changes, equipment storage, etc.)	Y / N / <u>na</u>						

Other Replace dead trees w. Pin Oak in Fall '09 - Renewed permit in September 09.

For each instance where you circled N above, enter punch list items:

11/5/09 - all work complete & satisfactory to PARKS SPEC
WISTER DORTA Forester 718 760 6794



City of New York
Parks & Recreation

PERMIT

To plant or perform work on or near all street and park trees

Parks will not issue a permit without an application.
An associated Tree Permit Work Order(s) must accompany this Permit at all times.

Type of tree work permitted:	☐ REMOVE TREE # TREES _____	☒ ON-SITE PLANTING # TREES <u>1</u>	☒ OFF-SITE PLANTING # TREES <u>1</u>	☐ OTHER # TREES _____
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PERMIT NO.	DATE VALID <u>10/1/09</u>	DATE EXPIRES <u>12/31/09</u>
APPLICATION NO. 378	PROJECT / DOB BIS NO.	
WORK ORDER NO.	# PAGES ATTACHED	
ADDITIONAL W.O. NO.	PERMIT APPROVED BY <u>WALTER DORTA</u>	
	BOROUGH FORESTRY MANAGER / SENIOR FORESTER	

THIS PERMIT IS ISSUED TO:

NAME	Arbor Consulting	TELEPHONE NO.	516-798-1151
COMPANY NAME		FAX NO.	516-798-4283
MAILING ADDRESS	70 West Shore Drive	EMAIL	ARBORCONSINC@OPTONLINE.NET
CITY, STATE, ZIP	Massapequa, NY 11758		

TO PLANT AND / OR PERFORM WORK ON OR NEAR STREET / PARK TREES BY:

TREE WORK ENTITY NAME	Donhauser Land Services	TELEPHONE NO.	718-278-0515
TREE WORK ENTITY ADDRESS	71-01 Astoria Blvd.	CITY, STATE, ZIP	East Elmhurst, NY 11370

WORK LOCATION:

STREET ADDRESS	552 Lafayette Avenue Brooklyn, NY	BOROUGH	Brooklyn
CROSS STREETS	Bedford & Nostrand Avenues		
PROJECT NAME / DEPARTMENT OF BUILDINGS BIS NUMBER (if applicable)			

REQUIREMENTS OF THIS PERMIT:

- Time frame.** This Permit is valid for the time period specified above. Trees can only be planted between March 15th and May 15th or October 15th and December 15th. If the Permittee misses the time frame, s/he must reapply. This Permit may be revoked at any time.
- Notification.** The relevant forestry office must be notified at least 24 hours prior to the start of tree work (see phone numbers below).
- Proof of permission.** The original Permit and attached Tree Permit Work Order(s) must be present on site when the approved work is being performed—no copies are accepted.
- Standards.** Work under this Permit—described on the attached Tree Permit Work Order(s)—must be done in accordance with Parks Department Standards, which are summarized on the reverse page. Complete Parks Standards are available from the forestry offices. It is the responsibility of the Permittee to read and understand the complete description of Parks Standards.
- Liability.** All tree work shall be performed without cost to Parks. The holder of this Permit agrees to hold the City of New York and the Department of Parks free from all liability for damage to persons or property, however caused, through the exercise of this Permit.
- Restitution.** Any tree work improperly performed or otherwise not in accordance with Parks Standards and Specifications will be subject to restitution and penalty at the direction of the Department of Parks and at the expense of all legally responsible parties.
- Final inspection.** A final planting inspection must be scheduled with a Parks forester after the tree(s) have been planted, staked, and mulched and the tree pit(s) have been finished using granite pavers, if necessary. Once planting is complete, fax or mail a copy of your permit to Central Forestry with a letter requesting a final inspection. A Parks forester will visit the site within three (3) weeks to ensure that all planting work was completed to Parks' satisfaction.
- Guarantee period.** All newly planted trees must be guaranteed by the Permittee for two (2) years after planting. If a tree dies during this period, the Permittee is responsible for replacing the tree.

Denial. If you have applied to plant one or more trees and you have not received permission to plant all of them, please see the box below for the reason.

Due to zoning regulations, tree(s) must still be planted. You are required to reapply for a tree planting permit in an alternate location. Parks will issue you an off-site permit within 30 days of receipt of a valid application.

Tree planting was DENIED because one or more of the following obstructions were found upon inspection based on New York City Department of Parks Planting Standards:

☐ Water valve	☐ Gas valve	☐ Street light	☐ Driveway	☐ Electric line	☐ Narrow sidewalk
☐ Existing tree	☐ Fire hydrant	☐ Bus stop	☐ Subway	☐ Building entrance	☐ Stop sign / intersection
Other _____					

FORESTRY OFFICES:
BRONX (718) 430-1877
QUEENS (718) 699-4700

BROOKLYN (718) 965-7750
STATEN ISLAND (718) 816-5180

MANHATTAN (212) 860-1845
CENTRAL (718) 760-6794

NYC DEPARTMENT OF PARKS & RECREATION – SUMMARY OF TREE WORK STANDARDS*