

ST1: Street Tree Checklist

Form must be typewritten.



Orient and affix
BIS job number label here



1. LOCATION INFORMATION *(required for all applications)*



House No(s):	Street Name:	BIS Job No.:		
Borough:	Block:	Lot:	BIN:	CB No.:

2. APPLICANT INFORMATION *(required for all applications; business fax, mobile telephone, and email are optional)*

Last Name:	First Name:	Middle Initial:
Business Name:	Business Telephone No.:	
Business Address:	Business Fax No.:	
City:	State:	Zip Code:
Email:		Mobile Telephone No.:
License No.:		Type:

3. CERTIFICATIONS *(required for all applications; if proposed work is exempt from tree requirements, proceed to Section 4)*

- I hereby certify this application complies with all street tree requirements specified in the NYC Zoning Resolution, as well as NYC Department of Transportation, NYC Department of Parks & Recreation (Parks) and all other applicable rules and regulations unless appropriate waivers are obtained. Below is summary information pertaining to these requirements and in addition I have included a complete zoning calculation supporting this summary within the drawing set submitted as part of this application.

TOTAL PROPOSED TREES

Number of existing trees to be removed (requires Parks Tree Removal permit prior to job approval) ▶ _____

Number of existing street trees to be preserved at the location (on-site) ▶ _____

Number of new street trees to be planted at the location (on-site) ▶ _____

Number of new trees to be planted at an alternate location (off-site) ▶ _____

Number of proposed trees where payment will be made to Parks for planting ▶ _____

Number of off-site trees planted and/or trees satisfied with fund payments under previous application(s) ▶ _____

Job No. _____ *(Parks documentation attached)*

Equals total number of proposed trees *(must equal Total Required Trees above)* ▶ _____

4. EXEMPTIONS

I hereby certify this application is **exempt** from **all** street tree requirements specified in NYC Zoning Resolution because *(choose one)*:

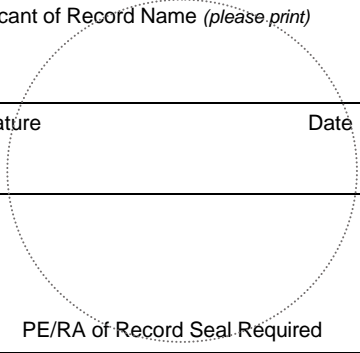
- The proposed dominant Use Group of the building is 17 or 18 and is exempt from street tree requirements as per NYC Zoning Resolution. I understand that any future changes to the dominant Use Group of the buildings must be submitted to the Department and may require full street tree compliance.
- This is an enlargement of a single- or two-family residence that is not located in one of the special districts specified in ZR § 23-03 and not an enlargement of 20% or more pursuant to the Quality Housing Program.
- Proposed work is EXEMPT because *(select all that apply)*:
 - This is **not** an Enlargement exceeding 20% of floor area (ZR §23-03, 24-05, 33-03).
 - This is **not** a Change of Use to Residential Use exceeding 20% of floor area (ZR §23-03, 24-05, 33-03).
 - This is **not** a detached garage that is 400 square feet or greater (ZR §23-03, 33-03).
 - This is **not** the establishment of a new open use (ZR §23-03, 24-05 and 33-03).

5. STATEMENTS & SIGNATURES: Applicant of Record and Owner *(required for all applications)*

Applicant of Record and Owner: Falsification of any statement is a misdemeanor under the NYC Administrative Code and is punishable by a fine or imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both.

Applicant of Record: I understand that I must inform the Department of any changes to the information contained in this document and submit a revised form reflecting those changes. I understand the information provided on the Builders Pavement Plan application submitted in conjunction with this application must be consistent with the information provided on this form.

Owner: I hereby certify I am the owner of the above-mentioned premises. I understand that failure to comply with street tree regulations may prevent the issuance of permits, sign-offs or Certificates of Occupancy. I understand this form must be re-filed if a new applicant of record is named.

Owner Name <i>(please print)</i>	Notarization of Owner's Signature State of New York, County of:	Applicant of Record Name <i>(please print)</i>
Signature	Sworn to or affirmed under penalty of perjury day of 20	Signature Date
Date	Notary Signature:	
Notary Seal for Owner's Signature Required		