

# BOROUGH of HAWTHORNE

Hawthorne Recycling Department, 445 Lafayette Ave, 2nd Floor, Hawthorne, NJ 07506 ☎ 973-427-5330

## 2025 Application for Landscapers & Tree Service Providers



Borough Code, Chapter 287

<https://ecode360.com/14637238?highlight=ch&searchId=22455826517618711#14637239>

Business Name \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Owners Name \_\_\_\_\_ Owner Phone \_\_\_\_\_

Owners Address \_\_\_\_\_

Business Address \_\_\_\_\_ E-Mail \_\_\_\_\_

Business Owner Driver License Number (attach copy) \_\_\_\_\_

Registration Card & Insurance (attach copy) \_\_\_\_\_

**\*\*N. J. State Certified Fertilizer Applicator ProFACT # \_\_\_\_\_**

**(Professional Fertilizer Applicator Certification Training-ProFACT.rutgers.edu)**

**If a professional fertilizer applicator applies fertilizer without being certified the individual will be subject to violating New Jersey Act P.L. 2010 c 112 (C.58:10A-64) –**

**NO STICKER FEE IS DUE AT TOWN APPLICATION / (WAIVED)**

**\*IF NO NJ STATE CERTIFICATE-THIS TOWN APPLICATION IS A \$25 FEE  
(CHECK MADE out to THE BOROUGH OF HAWTHORNE)**

**LANDSCAPERS for LEAF SEASON ONLY** -- The use of the compost site is a privilege, not a right. The DEP has made the rules governing the use and maintenance of a compost site far stricter than it has been in the past. **Downes Tree Service**, the current operator of our site, has the right to revoke the permit of any landscaper that does not adhere to these rules.

**To use the site, you must agree to the following rules:**

- The Borough requests leaves not be put at the curb, but taken to Downes for disposal.
- Only leaves from the Borough of Hawthorne can be brought to the site. If the contractor feels you are abusing your permit, he can revoke it.
- **There can be no debris in your leaves.** Grass clippings, pumpkins, flowers, branches, coffee cups, metal, and paper are all considered debris. **You must bring in clean loads.**
- **You cannot dump your material if there is no staff on site.**
- **You can only dump in the designated area. It will be clearly marked.**
- **You may dump from 7 a.m. until 3 p.m.**
- **You must provide an up-to-date, accurate customer list, with addresses and phone numbers.**

**Permit stickers must be posted on driver's side, Front of truck.**

<b>For Office Use</b>	
Number of stickers issued <b>(Trucks Only - Max 3)</b>	_____
Sticker numbers issued to Applicant	_____
Person Issuing (Initials) _____	Date Issued _____

List all Trucks & Trailers & License Plates owned by your company and a copy of the registration.

Truck Model

License Plate

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LIST OF HAWTHORNE CUSTOMERS:

\*\*Address

Last Name (property home owner)

Phone Number (optional)

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YES \_\_\_ NO \_\_\_ If you want to be on a list for COURT ORDERED PROPERTY MAINTENANCE (Must have Certificate of Insurance naming the "Borough of Hawthorne" as additional Insured with respect to work done on behalf of the Borough.) You must respond to a phone call for service within 5hrs (for snow), 8hr (for other).

For Questions, Call Code Enforcement 973-949-2998, 2999

**Chapter 287. Landscapers and Tree Service Providers**

**BO287-2 Permit Required** -- No person or entity shall engage in the business of commercial landscaping or commercial tree service without first having obtained a permit to do so.

**BO287-3 Application for Permit** -- Every applicant for a permit under this chapter shall sign an application on such form as may be prescribed by the Recycling Coordinator and remit such annual fee as may be set forth in the schedule of fees set forth in Chapter **220** of the Code of the Borough of Hawthorne. Notwithstanding the same, any applicant having valid registration issued by the State of New Jersey, Division of Consumer Affairs, pursuant to the New Jersey Contractors' Registration Act, N.J.S.A. 56:8-136 et seq., upon presentation (a COPY) of proof of such registration to the Recycling Coordinator, shall be exempted from the requirement to obtain a permit or payment of such fee. Such contractors shall nevertheless be required to follow all rules hereunder.

**BO287-4 Operation** -- Every commercial landscaper or commercial tree service provider operating within the Borough of Hawthorne, as a condition of the issuance of any permit, or having registered with the Division of Community Affairs and doing work in the Borough of Hawthorne, shall be required to comply with all rules and regulations as may be promulgated by the Borough of Hawthorne Recycling Coordinator, including the following:

A.- All motorized vehicles shall have conspicuously displayed thereon such tag or other identification issued by the Recycling Coordinator demonstrating compliance with the provisions of this chapter.

B.- All vehicles used in the course of the operation shall have displayed thereon the name of the landscaping or tree service company, on both sides of the vehicle, including the name, address and phone number of the company. Such display shall be in addition to any identification required by the New Jersey Motor Vehicle Commission.

C. - An annual registration fee, as set forth in Chapter 220, Fees, and unless exempted as set forth above, shall be paid to the Recycling Coordinator. Registration shall be renewed not later than March 31 of each year, and no work may be undertaken in the Borough of Hawthorne until the required permit or renewal permit is issued. The failure to renew registration in a timely manner will result in the imposition of a late charge as set forth in the fee schedule adopted by the Borough of Hawthorne.

D. - There shall be placed on the street at the rear of each vehicle utilized by any commercial landscaper or tree service provider, while parked, a traffic cone having height of at least 18 inches.

E. - All commercial landscapers and commercial tree service providers, in addition to any requirement of this chapter or imposed by any other law or ordinance, shall comply with all requirements set forth in Chapter 370, Property Maintenance, Chapter 376, Recycling, and Chapter 425, Solid Waste. In addition, no commercial landscaper shall leave or deposit lawn clippings or landscaping debris in any street in the Borough of Hawthorne. No commercial landscaper shall at any time utilize any device to cause lawn clippings or landscaping debris to be blown into any street in the Borough of Hawthorne.

**BO287-5 Compost facility**

A. - The Borough owned and operated compost facility shall be available to landscape and tree service contractors having obtained a permit as specified in § 287-3 above. Such permit holder shall be required to obtain a permit to utilize the compost facility by making application on such form as may be prescribed by the Recycling Coordinator and paying such fee as may be set forth in Chapter 220 of the Code of the Borough of Hawthorne.

B. - Any permit holder utilizing the compost facility shall be required to adhere to the rules and regulations established for use by the Borough of Hawthorne Recycling Coordinator and conduct all operations in accordance with applicable law or regulation. The permit holder shall specifically be permitted to utilize the compost facility during specified hours and shall bring to the facility only materials collected in the Borough of Hawthorne and in no other location. All materials shall conform to the specification provided by the Recycling Coordinator and consistent with use of the site as a compost facility.

**BO287-6 Violations and penalties**

A. - Any person or entity violating any provision of this chapter, or any other chapter or ordinance adopted by the Borough of Hawthorne, unless otherwise specified, shall, upon conviction, be punished by a fine of not more than \$2,000. Upon a second conviction for an offense occurring within the same calendar year, or any subsequent violation, a fine shall be imposed of not less than \$250 or more than \$2,000. [Amended 6-6-2007 by Ord. No. 1902-07]

B. - In addition to any fine or penalty set forth above, any person or entity who violates § 287-4E above shall, following written warning, forfeit his permit to conduct business as a commercial landscaper or tree service provider anywhere in the Borough of Hawthorne.

Spot checks will be done. I have read and agree to the above rules & B.O.287.

X \_\_\_\_\_  
**Signature**