



# State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION  
DIVISION OF PARKS & FORESTRY  
NEW JERSEY FOREST SERVICE  
MAIL CODE 501-04  
P.O. BOX 420  
TRENTON, NJ 08625-0420  
TEL: # 609-292-2520

PHILIP D. MURPHY  
*Governor*

CATHERINE R. McCABE  
*Commissioner*

SHEILA Y. OLIVER  
*Lt. Governor*

September 6, 2019

Dear Mayor,

On behalf of the NJ Forest Service, I would like to thank you for your municipality's continued, active stewardship of your trees and forests. As you know, the basis for a great local program is a commitment to maintaining a healthy urban and community forest. An approved Community Forestry Management Plan (Plan) is the roadmap by which this is accomplished.

The NJ Urban & Community Forestry program (NJUCF) is currently working with the Rutgers Urban Forestry Program, the NJ Community Forestry Council, and the Delaware Valley Regional Planning Commission on revising the Plan guidelines. The new guidelines, expected to be released October 2020, will help you better plan for and manage your trees and forests, as well as integrate your Plan with other municipal and county plans.

Our records indicate that your current Plan is due to expire at the end of this year.


As your Plan will require an update prior to the release of the new guidelines, we want to make sure this shift does not interfere with your NJUCF Accreditation status which provides you with a basis for liability protection and access to grants. It is for this reason that we are extending the approval of your plan for five (5) years from the current date of expiration.

<b><u>Current Plan Expiration Date:</u></b>	<b><u>Extended Plan Expiration Date:</u></b>	<b><u>New Plan Approved By:</u></b>
<b>December 31, 2018</b>	<b>December 31, 2023</b>	<b>December 31, 2023</b>
<b>December 31, 2019</b>	<b>December 31, 2024</b>	<b>December 31, 2024</b>
<b>December 31, 2020</b>	<b>December 31, 2025</b>	<b>December 31, 2025</b>

**It is important to remember that you must still complete the annual education and reporting requirements to maintain or achieve NJUCF Accreditation each year your plan approval is extended.**

Please feel free to contact me ([carrie.sargeant@dep.nj.gov](mailto:carrie.sargeant@dep.nj.gov), 609.633.2320) or Brian McDonald ([Brian.McDonald@dep.nj.gov](mailto:Brian.McDonald@dep.nj.gov), 609-292-8191) if you have any questions or require any additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Carrie A. Sargeant". The signature is fluid and cursive, with the first name "Carrie" and last name "Sargeant" clearly distinguishable.

Carrie A. Sargeant  
NJ Urban and Community Forestry Program

CC: Pat Shapella, NJFS; Brian McDonald, NJFS