



## Special Use Permit for State Forests - Non-Standard Use Application Rev. 2/18

### Instructions and General Information

1. The Special Use Permit for State Forests - Non-Standard Use Application (“Application”) must be submitted to the Ohio Department of Natural Resources Division of Forestry at least 30 days prior to the proposed use.
2. This Application is intended only to cover temporary activities. Requests for permanent access or land use rights will be referred to the ODNR Office of Real Estate.
3. Complete and thorough information must be provided in the Application in order to expedite processing. If necessary, ODNR may request additional information regarding the proposed use.
4. The applicant shall not commence any activity on ODNR property without ODNR’s prior written approval. Failure to comply with this requirement may be grounds for ODNR denying this Application.
5. All activities shall be conducted in accordance with current and applicable laws, rules and regulations, in particular, BMPs for Erosion Control for Logging Practices in Ohio or other referenced materials as assigned by the ODNR Division of Forestry.
6. The applicant must coordinate all activities related to this Application with the local ODNR property manager or supervisor. The name and contact information for the local ODNR area property manager or supervisor will be provided to applicant with ODNR’s written approval of the application.
7. A performance guarantee deposit may be required by the ODNR Division of Forestry Chief having jurisdiction over the ODNR property, if it is determined that costs or damages may result from the applicant’s proposed use. A performance guarantee deposit may also be required to ensure compliance with the conditions for applicant’s use of the ODNR property. All or a portion of the performance guarantee deposit may be returned upon the satisfactory conclusion and evaluation of the use.
8. ODNR property is primarily for the use and benefit of the general public. Any request for exclusive use should be clear in the application and should minimize the impact to the general public.
9. If applicant’s proposed use of ODNR property relates to water movement or withdrawal, such use is subject to all applicable laws, rules and regulations and may require permits, leases, or additional coordination with the ODNR Division of Water Resources.
10. A non-refundable Application fee of \$50 shall be included with each application. Checks are to be made payable to ODNR Division of Forestry.

### Applicant shall include the following attachments with the Application:

- A detailed and concise narrative of all activities that will be conducted on ODNR property during the proposed use. Include any potential hazards to public health and safety and associated mitigation plans, any equipment that will be left unattended on ODNR property, Best Management Practices that will be utilized, and a detailed project timeline.
- An aerial photo of the ODNR property with the proposed project area marked and access roads clearly identified. The proposed project area shall be easily located and visible on the aerial photo.
- If seismic testing is requested, the applicant shall provide a topographic map showing the proposed locations of cable lines and shots.
- An applicant who desires to conduct activities related to oil, gas or other mineral interests shall provide ODNR with documentation confirming that the applicant or applicant’s client has the necessary ownership or lease interests in the oil, gas, or minerals.
- Certificate of Insurance evidencing all coverages and limits, include subcontractor(s) certificate, if applicable, if not clearly covered under the primary applicant’s certificate.
- Any additional information that may be requested by ODNR prior to approval of the Application.



# Special Use Permit for State Forests - Non-Standard Use Application Rev. 2/18

Submit Application and required attachments to Local Forest Unit. Failure to provide all required documents may delay the processing of the Application.

### Location to be Used

Property:			
County:		Township:	
Township #:		Section #:	
Parcel(s) #:			

### Requested Dates of Use

Starting Date:	
Ending Date:	
<b>Approximate Acres of Use</b>	

### Applicant Information

Company Name:	
Street Address:	
City / State / Zip:	
Phone:	
Email:	
Contact Name:	
Street Address:	
City / State / Zip:	
Phone:	
Email:	

### Type of Use *Check all that apply.*

- 2D Seismic
- 3D Seismic
- Property Survey
- Pipeline Survey
- Road Survey
- Well Site Survey
- Water Withdrawal
- Road Construction
- Timber Harvest Access
- Temporary Water Line Installation
- Environmental or Cultural Assessment for Minerals Development
- Well Site Clearing for Existing Well(s)
- Other Use *Describe:*

### Subcontractors if applicable:

### Entity maintaining legal responsibility for use:

*This name will be used on the Special Use Permit.*

### If applicable, list names of all subsurface owner(s) who own rights to oil, gas, or other mineral interests:

Will the proposed uses require that any roads, trails, or public use facilities be closed?  Yes  No

What portion of subsurface rights does applicant hold ownership or lease of in the area of use?  All  Partial  None/Unknown

If performing contractual services for the subsurface owner/lessee, what portion of subsurface rights does the owner/lessee own or lease in the area of use?  All  Partial  None

Will explosives or hazardous materials be used during the use?  Yes  No

*The undersigned applicant certifies that he or she has the authority to act on behalf of the sponsoring organization and is 18 years of age or older. The applicant and sponsoring organization(s) or individual(s) further agree to indemnify and save harmless the State of Ohio from any and all liability for personal injury or property damage or any harm sustained in conjunction with activities authorized by the permit, whether such personal injury or property damage is caused by the negligence of the State of Ohio or its employees, officers, agents, or otherwise.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name