

**TOWN OF HUNTER
TIMBER HARVESTING PERMIT APPLICATION INSTRUCTIONS
COVER SHEET AND CHECKLIST**

Attached is an application form and materials for a permit associated with Timber Harvesting/Logging activities in the Town of Hunter, in accordance with the Town of Hunter Timber Harvesting Law.

The following instructions have been prepared to assist you in applying for this permit:

1. Applicant must complete the attached application forms and have them notarized.
2. Include site map in accordance with Section V. 3 of the Town of Hunter Timber Harvesting Law (office assistance is available if needed.)
3. Acknowledge that you have received a copy of the *New York State Forestry Best Management Practices for Water Quality - BMP Field Guide*. For more information and to determine if any other permits are required from the NYS DEC Region 4 office: <http://www.dec.ny.gov/lands/5242.html>
4. Submit application fee when filing.
5. Insurance Requirements:
 - A. Landowners conducting a timber harvest on their own property must complete *Town of Hunter Form EX-1*.
 - B. Timber Harvesting Firms must provide proof of Workers' Compensation Insurance (or a *NYS Certificate of Attestation of Exemption*) and proof of Liability Insurance.
6. Landowners involved in a current and qualifying NYSDEC Forest Management Plan are exempt from all requirements providing the Town Assessor has a copy of the Real Property Tax Law Section 480-a form and a copy of the "Notice of Commercial Cutting".
7. Landowners involved in Land Stewardship Plan are exempt from application and fee, as outlined in Section IV, item 8 of the Town of Hunter Timber Harvest Law for the filing procedure and required documents with CEO.

**TOWN OF HUNTER
TIMBER HARVESTING PERMIT APPLICATION**

TO THE CODE ENFORCEMENT OFFICER OF THE TOWN OF HUNTER, NEW YORK:

FEE: \$XX.00

A. APPLICANT

Name: _____

Property Location: _____

Mailing address: _____

Phone: Day (____) ____-____ Night: (____) ____-____ Cell: (____) ____-____

Tax Map No.: _____ Lot Size: _____

(If Applicant is not the Owner of the subject property, a completed Owner's Authorization Form must be submitted.)

B. REQUEST

I/We hereby apply to the Code Enforcement Officer for a Timber Harvesting Permit under the Town of Hunter Timber Harvesting Law regarding the above noted property. I/We understand that applicants and timber harvest firms must consult "New York State Forestry Best Management Practices for Water Quality BMP Field Guide" and comply with the standards of Section VI of the Timber Harvesting Law.

Approx. date harvest begins: _____ Approx. area of harvest: _____ Acres

Approx. date harvest ends: _____ Approx. volume of harvest: _____ Cords

C. PROOF OF LIABILITY INSURANCE and WORKERS' COMPENSATION INSURANCE *(Check appropriate box)*

The Landowner will conduct the timber harvest (attach Form EX-1)

The following Timber Harvesting Firm will be hired under this permit:

Firm Name: _____ EIN ID No. _____

Firm Address: _____

City: _____ State: _____ Zip: _____

Liability Insurance Carrier: _____ Amount: _____

Address: _____ Policy Period: _____

(Firm must also provide proof of Workers' Compensation Insurance or a NYS Certificate of Attestation of Exemption)

D. SITE VISIT During review, the CEO and/or Highway Superintendent may need to visit the site.

E. DECLARATION I/We declare that the statements contained herein are true and that I/We have not knowingly or willfully given a false statement, or given false information, or omitted information in connection with this application. I/We also acknowledge receipt of the *NYS Forestry BMP Field Guide*.

APPLICANT'S SIGNATURE(S)

DATE

Notary:

Sworn to and subscribed before me

This _____ day of _____, 20_____

Notary Public

FOR OFFICE USE ONLY:

Date Received by CEO _____

Date Referred to Hwy Supt. _____

Date Permit Issued _____

Permit Number _____

Fee Received (Check #) _____

Date Permit Expires _____

