



Hudson River - Black River Regulating District

ANDREW M. CUOMO
Governor

MARK M. FINKLE
Chairman

JOHN C. CALLAGHAN
Executive Director

January 2020

Dear Access Permit Holder:

We are pleased to offer you the opportunity to renew your Access Permit for one year. The Access Permit affords you and your guests the use of a segment of New York State land under the jurisdiction of the Hudson River-Black River Regulating District (HRBRRD) for access to the waters of Great Sacandaga Lake.

Please use this procedure to renew your access permit:

- All applicants must sign the enclosed application with **personal** signatures. By signing this form you acknowledge that you are aware of and agree to follow the Rules and Regulations Governing Use by Permit Holders of State-Owned Property at Great Sacandaga Lake (6 NYCRR Part 606).
- Return the **white** copy only. Retain the yellow copy for your records. Make check or money order payable to either: "Hudson River - Black River Regulating District" or "HRBRRD".
- Mark any change of address directly on the application.
- For questions regarding necessary changes to the name of the permittee(s), please call (518) 661-5535.
- Please provide an email address for routine communications in the space provided on the application.

Permit renewal applications must be received at the Sacandaga Field Office, 737 Bunker Hill Road, Mayfield by 4 pm on March 13, 2020 if delivering in person, or postmarked no later than March 15, 2020 if sending by mail. Note also that if renewed, your Access Permit will be in effect through March 15, 2021. **If your application is not received in the Sacandaga Field Office by 4 pm on March 13, 2020 or postmarked March 15, 2020 or earlier, your former permit area may become available to another eligible applicant.**

Any permit not renewed by the March 15 expiration date may be renewed on or before April 15 at the renewal fee plus an administrative surcharge of \$20.00. Any permit not renewed on or before April 15 may remain available to the immediate past permittee for a new permit under the following conditions established by Resolution 93-29-6 of the Board of the HRBRRD:

- The permit area remains available;
- The applicant pays the clerical and sign fee related to the application for a new permit; and
- The applicant pays an administrative fee in an amount equal to the sum the permittee would have paid in the event of a timely renewal.

Please complete and return your renewal application promptly.

The HRBRRD would like to remind all Access Permit Holders that *before* performing any work other than mowing grass, weeding, and/or removing deadfall and trash, **the permittee must complete and submit a work permit application and receive approval.** The construction of permanent structures on permit areas is not allowed. For some proposed work projects it may be necessary to obtain permits from other State or Federal agencies (including but not limited to the New York State Department of Environmental Conservation, the Adirondack Park Agency, the U.S. Army Corps of Engineers, and the State Historic Preservation Office) and to ensure compliance with applicable requirements such as the Great Sacandaga Lake Historic Properties Management Plan. If you have any questions about this plan or these requirements, call the Sacandaga Field Office at 518-661-5535.

A work permit application can be obtained online at <http://hrbrrd.com/pdf/appforwrkperm.pdf>, or by visiting or calling the Sacandaga Field Office. **Please note:** work permit applications may be submitted in person, by mail or via email at SACFO@hrbrrd.com.

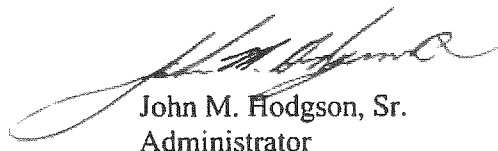
Examples of work activities that require permission include, but are not limited to:

- Installing temporary structures such as docks, stairways, or moorings;
- Cutting dead trees, brush, shrubs, or undergrowth;
- Trimming live trees;
- Placement of a storage box;
- Depositing fill material for pedestrian access;
- Any other change or alteration of a permit area.

Routine field surveys are performed by HRBRRD staff. When trees or any other vegetation encountered during these field surveys restrict sight distance, trimming may be necessary along the State property line.

Again, please contact our Sacandaga Field Office at 518-661-5535 for any assistance or with any questions regarding this process.

Sincerely,



John M. Hodgson, Sr.
Administrator