

# Hudson River – Black River Regulating District

## Temporary Revocable Permit Application

Short – Term Permit for Individuals and/or Group  
Events on HRBRRD – Managed Public Lands

Authority to issue TRPs is provided by Article 15, Title 21 of the Environmental Conservation Law  
and 6 NYCRR Part 606

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### Application Information:

Applicant Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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### Requested Location & Use:

Please specify the name of the State Land Unit where the activity is requested to occur.

Town(s) \_\_\_\_\_ County \_\_\_\_\_

State Land Unit Name(s): \_\_\_\_\_

Facility, Trail or Road name(s): \_\_\_\_\_

Estimated Number of Attendees: \_\_\_\_\_

Start Date of Use: \_\_/\_\_/\_\_ End Date of Use: \_\_/\_\_/\_\_

A map of the State Land Unit depicting the area on the unit where the requested TRP activity is to take place must be included with the application. To locate and print a map of the State Land Unit, go to Google Maps – <http://maps.google.com>, search for the State Land unit name or town where unit is located, turn on satellite imagery, zoom in, print map, and mark the location of where the TRP activity is requested to take place.

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### Description of Use

Please provide a description of the intended use of the public lands, including a description of equipment to be used. Attach additional information if necessary.

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## Certificate of Liability Insurance

A Certificate of Liability Insurance is required for all Temporary Revocable Permits (TRPs). **In addition, a copy of the applicant's Insurance endorsement is required.** Applicant must indemnify the State of New York and the Hudson River – Black River Regulating District against any and all claims for injury to property or person or death arising out of or relating to the operations of the applicant/permittee under the TRP. Applicant must submit a current Acord® 25-S (Commercial Certificate of Liability Insurance) form, \*Executive state agencies (DOT, OPRHP, SUNY) and federal agencies are exempt from providing certificate.

### **Certificate of Liability Insurance must contain the following:**

1. Applicant or Organization name and address must be the same as “Insured” name and address;
2. The People of the State of New York, The Hudson River – Black River Regulating District, Its Officers, Agents and Employees” must be listed as “Additional Insured”; and
3. Not less than a Combined Single Limit for Bodily Injury and Personal Injury Liability of \$1,000,000 per occurrence and \$2,000,000 aggregate; and \$50,000 for Property Damage.

Policies, certificates of insurance, or proof of self-insurance (applicable to local government agencies, and educational institutions) shall be received by the Regulating District with full premiums paid at least five (5) business days before the commencement of any activity by the permittee. The applicant will be responsible for maintaining insurance coverage for the full duration of the TRP. \* If insurance coverage expires prior to the expiration of the TRP, the applicant must provide the Regulating District with a minimum of 30 days written notice prior to cancellation of coverage, or the TRP will be deemed invalid.

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## Performance Security

Performance security may be required for a TRP where the Executive Director determines that the TRP activity could have a potential adverse environmental or public safety impact, could require site restoration, or is necessary to ensure full compliance with applicable terms and conditions.

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## Standard Terms and Conditions

TRPs are subject to all other applicable State and Federal requirements and subject to any required Federal, State or Local permit requirements. All TRPs shall include terms and conditions to protect public health, public safety and the environment.

Standard Terms and Conditions for TRPs: All activities authorized under a TRP must meet all of the following conditions which shall also be made a part of the TRP:

1. No alcohol will be served;
  2. Events shall be non-competitive;
  3. No trees will be cut;
  4. All motor vehicles shall remain on highways open for such public motor vehicle use;
  5. No discharge of firearms will take place during the event; and
  6. Other conditions that the Regulating District, in its sole discretion, determines to be appropriate.
  7. TRPs may be revoked or suspended at any time in the sole discretion of the Regulating District.
  8. TRPs shall be issued for a term not to exceed one (1) year.
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**Activities on state Land for which TRPs will not be issued:**

1. Any activity which unreasonably impedes the routine use of State Land by the public or interferes with the management of State Land by the Regulating District;
  2. Any activity which compromises the People of the State of New York's title to State Land or charges the mandated use of the State Land;
  3. Any construction or installation of permanent facilities such as roads, bridges, trails, structures, towers or utility lines not authorized by law, deeded right or easement;
  4. Any use or establishment of a roadway for motor vehicle access across State Land as a permanent route of ingress and egress, except where an easement or other legal encumbrance to the people of the State of New York's title exists which authorizes such use;
  5. Any use or establishment of trails that lead from private land and extend onto State Land or a Conservation Easement for the sole benefit of the private landowner(s) or their invitees;
  6. Any activity that may prevent the public's use of a State Land boat launch, fishing access site or waterway access site, other than the parking of vehicles and the launching and retrieval of boats;
  7. Any activity not compatible with the purpose for which the State Land was acquired or is managed.
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**Fees**

TRP Applications will require a \$25.00 non-refundable application fee.

Educational institutions, federal state and local governments and their political subdivisions are exempt from the application fee.

If it is deemed that the project or activity to be done is one which benefits the State, the Regulating District or the local community, the Executive Director may waive the application fee.

TRPs may be subject to additional fees necessary to cover costs incurred by the Regulating District directly associated with permit administration, use of facilities, and/or oversight.

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### **Processing the Application**

The Executive Director or designee shall process the minimum non-refundable application fee and/or an additional administrative fee if applicable, determine if the TRP application can be approved, and so indicate with a signature on the application. The application with all applicable documents and location maps, once executed by the Executive Director, shall constitute the TRP.

Approved:

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By: HRBRRD Executive Director

Additional Conditions:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_