PRESERVATION PARKS DELAWARE COUNTY

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# GUIDELINES FOR SCIENTIFC RESEARCH PERMITS

Preservation Parks encourages the use of its properties for scientific research, especially where the findings will continually build our knowledge base in regard to land/wildlife management and assist the park district in dissemination of current scientific information through public education.

## A. Applying for a Scientific Research Permit

**1.** The research project's outcome must benefit Preservation Parks of Delaware County as reflected in the District's mission "*To protect and conserve the natural and historic features of Delaware County and to inspire outdoor exploration and learning*" and have a minimal, if any, impact to park district property and visitor experience.

**2.** All research taking place on park property that requires a deviation from Park Rules requires a permit. This includes all projects involving the monitoring or observation of any activity with equipment, accessing closed areas, access off trail, the collection of soils and/or rocks and minerals, and (living or dead) plants, animals, insects, and their parts. There is no fee to apply for a research permit.

**3.** Permit Applications will only be considered if all appropriate information is provided.

**4.** Electronically submitted applications are preferred.

## B. Research Permit Timeline

**1.** Permit applications will be accepted at any time during the year yet are required at least 2 weeks in advance of the desired project start date to allow for review and processing**.**

**2.** Valid permit dates are per the approved permit application, unless otherwise agreed upon between the applicant and Preservation Parks.

**3.** All permit holders must submit a project follow-up report that includes research findings, information on institutions that will receive and/or publish findings, and institutions that will retain specimens or samples within sixty (60) days from permit expiration or provide reasonable explanation for a longer required time period (as approved by Preservation Parks).

## C. General Rules

**1.** Preservation Parks reserves the right to grant and/or deny an application and revoke any permit at any time for any reason.

**2.** All Preservation Parks' rules and regulations will be enforced while on Preservation Parks' property (refer to www.preservationparks.com for Rules and Regulations).

**3.** Research information and/or data submitted to Preservation Parks may be utilized as an educational resource and may be shared with others.

**4.** Vehicle Permits will be issued with Scientific Research Permits. The permit holder must follow Preservation Parks' parking rules listed on the vehicle permit and must display the permit in their vehicle while they are engaging in their research activity.

**5.** Any damage that occurs on Preservation Parks property as a result of research activities must be reported to the Division of Park Police immediately by calling 614-989-1972. Caution must be taken to avoid negative impacts to natural areas by proper use of vehicles and equipment. It is the permit applicant's responsibility to contact local utility companies by calling OUPS (after discussing details with park staff) if the research permit requires ground disturbing activities beyond a certain soil depth (to be determined at the time of application submission). Research permits will not be granted until the area in question has been cleared.

**6.** Researchers working in the field should be prepared to answer questions about the research project from park visitors. Temporary trail signage for public education may also be needed in some situations.

**7.** No part of the research project is to be facilitated and/or undertaken on Preservation Parks' property by anyone other than the researcher(s) named on the permit. For example, it is not permissible for the permit holder to engage groups of field researchers, University classes/groups of students, and/or volunteers in field work under a specific permit number without Park District approval at the time the permit is issued or prior modification of that permit (at least 14 days prior to the group's planned arrival).

**8.** Modifications or changes to information originally submitted on application or extensions of permit dates must be submitted via email to permits@preservationparks.com for Preservation Parks approval.

**9.** Request for permit extensions must be submitted within 10 workings days before expiration of permit.

**10.** Permits may not be transferred or reassigned without Park District approval.

**11.** The permit holder, or any approved user associated with the permit, must have the permit on their person at all times while engaged in the permitted activity on park property and present it to any park employee that request it.

## D. EQUIPMENT

**1.** Permit applications will not be considered without submission of the location of equipment by GPS points, map with the location marked, or a description of each location.

**2.** Any equipment and/or flagging left in the park unattended must be labeled with the permit number and attached in a manner to withstand weather.

**3.** All research equipment must be removed by the permit expiration date.

## E. SPECIMEN COLLECTION PERMITS

**1.** Specimens collected on Preservation Parks' property shall only be used for scientific or educational purposes and not for any type of profit.

**2.** Specimen collection is limited to the amount that the permit holder deems necessary to complete the research project, subject to the approval of the Preservation Parks prior to the issuance of the permit.

**3.** Information regarding each species collected, as well as date(s) and location(s) of collection, must be included in the follow-up report.

## F. STATE AND FEDERAL PERMIT REQUIREMENTS

**1.** Applicants are responsible for providing documentation that they have the required Ohio Division of Wildlife (State) and/or Federal permits to conduct certain research in accordance with local, state, and federal requirements. Copies of these permits must be submitted electronically with the permit application.