



RESTORATION ACCESS PERMIT OVERVIEW

All individuals, groups or organizations not under direct contract with the Forest Preserves, or their authorized sub-contractors, who wish to perform any work or services upon Forest Preserve land or property solely or exclusively for the direct improvement or benefit of the Forest Preserves are required to obtain a Restoration Access Permit. The Restoration Access Permit has a maximum term of six months with one additional six month extension.

Submittal Requirements:

To apply for the Restoration Access Permit please submit the following:

1. Completion of the Restoration Access Permit Form.
2. Attachments A-D, consisting of all attachments as indicated in the application form.
3. **Please Note:** Applications should be received no later than thirty (30) days in advance for review, before wishing to begin a project.
4. A Security Deposit may be required at the sole discretion of the Forest Preserves.
5. For more information on Restoration Access Permits please contact:

Name: John McCabe
Address: Forest Preserve District of Cook County
Dept. of Resource Management
536 N. Harlem Ave.
River Forest, IL 60305
Phone: (708) 771-1180
Email: John.McCabe@cookcountyil.gov



RESTORATION PERMIT APPLICATION

The following form must be completed and submitted at least four weeks before your requested date(s).

| CONTACT INFORMATION | |
|---------------------|--|
| Contact Person | |
| Contact Title | |
| Name of Group | |
| Complete Address | |
| Phone | |
| Cell- Phone | |
| Email Address | |

| ACTIVITY DETAILS | |
|---|--|
| Requested Time Frame | |
| Requested Location(s) | |
| Project Description | |
| Scope of Work | |
| Restoration Experience | |
| Restoration Related Certifications | |
| Short Term & Long Term Impacts on FPDCC property | |
| Short Term & Long Term Benefits to FPDCC property | |



| | |
|---|--|
| List & Describe Equipment To Be Used | |
| Describe any roadway or other restriction barriers needed | |
| Safety Concerns/Plans | |
| Expected Group Size | |
| Group Leadership Experience | |
| Required Forest Preserve staff, equipment, or facilities | |
| What work will need to be done after project completion (i.e. burn brushpiles, herbicide stumps, chips, etc...)? | |
| Other Questions or Concerns | |

(Continued)



Application Requirements

1. Completed Application Form
2. Attachment A: A letter on the organizations official letterhead requesting the permit, including **(a)** A detailed description of the scope of project, research, or proposed activity; **(b)** anticipated start and end dates; and **(c)** number of expected volunteers.
3. Attachment B: A detailed site plan of each proposed work location, including **(a)** Proposed access routes to and from the site, **(b)** The location of proposed alternate routes and signage for pedestrian and bicycle traffic which may be restricted or redirected due to work activities (if necessary), **(c)** Proposed site security fencing and gate access (if necessary), **(d)** all trees located within the security fenced area, **(e)** Details of all vehicles or equipment that will be used on site; and, **(f)** all proposed construction drawings.
4. Attachment C: Consisting of required Insurance and/or Waivers. Forest Preserves may require additional minimum insurance coverage. Minimum coverage requires Permittee at its sole cost and expense to purchase and maintain in full force and effect during construction the following minimum insurance coverage: comprehensive general public liability insurance (including contractual liability insurance covering Permittee's indemnification obligations hereunder) in an amount not less than \$3,000,000.00 per occurrence for bodily injury or death and \$1,000,000.00 for property damage; comprehensive automobile liability insurance in the same amounts as the comprehensive general public liability coverage; and worker's compensation insurance and employer's liability insurance with limits of not less than \$500,000.00. All such policies of insurance (except worker's compensation) shall name the Forest Preserve District of Cook County, its commissioners, officers, agents, and employees as additional insureds and shall provide that the District shall be notified ten (10) days prior to any change or cancellation of the policy.
5. Attachment D: Consisting of the signature page of "Special Access Permit Terms and Conditions" signed by the applicant.
6. Security Deposit: As determined solely by the Forest Preserves.

Rules & Regulations

1. Applications should be received no later than thirty (30) days in advance for review, before wishing to begin a project.
2. Any activities conducted on Forest Preserves property must not leave materials or equipment behind after project completion.
3. For more information on Restoration Access Permits please contact:

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