

Special Permits for Activities on Public Lands



Who Needs a Permit?

Any individual or group conducting commercial activities and business on federally or state managed lands must obtain a special use permit from the land management agency on which the business is being proposed. Anyone charging a fee to lead, guide or assist an outdoor recreational activity on public lands must also be registered with the Marine Board (503-378-8587, 435 Commercial Street, Salem OR 97310) as an outfitter/guide. Both the BLM and Forest Service require a proof of a guide registration before issuing a permit.

Permits are needed for farm and ranch recreational activities on public lands for hosting or charging fees for skiing, hiking, horseback riding or guiding, or horse trail construction; conducting fishing or hunting outfitter guide activities; leading interpretive tours; and hosting special events such as wagon rides, black powder shoots, dog sled races, and chuckwagon dinners.

Why is a Permit Needed?

The permit process is intended to identify any potential land use or resource conflicts that may arise; identify applicable procedures, permits, and special conditions needed to protect resources and public uses; achieve common understanding between the agency and the applicant about the objectives of the activities; and identify time frames, limitations, and responsibilities. In addition, fees generated by the commercial use of lands managed by the federal government are returned to the treasury as revenues.

STEPS IN THE PROCESS FOR U.S. FOREST SERVICE SPECIAL USE PERMITS

1. Make early contact with the local Forest Service Ranger in the appropriate District Office to discuss your proposal. Ask for a permit application and clarification on the permit processing for the type of activity you propose.
2. File an application for a Special Use Permit and provide a written description to identify all detailed and specific information concerning your proposal. Make sure you have addressed all licenses, bonds, and insurance needs for your proposed activity. Fees charged for the permit will vary by activity and level of use.
3. The District Ranger makes an environmental analysis based on your permit application and project description. The analysis will determine the effects of your project on soil, vegetation, wildlife, and public use of the National Forest. If the effects are significant, additional analysis may be needed. When the required analysis is complete and the proposal acceptable, a decision to issue the special use permit can be made. Capacity for the proposed activity and interest from additional applicants may cause a competitive process to be used for issuing permits. In some cases, no additional capacity exists for issuing new permits.

STEPS IN THE PROCESS FOR BUREAU OF LAND MANAGEMENT PERMITS

The process is the same as with the U.S. Forest Service, however for an outfitter guide permit, a non-refundable minimum fee is due with each approved application.



CONTACT: Oregon Division of State Lands
775 Summer Street NE, Suite 100
Salem, OR 97301
(503) 378-3805
www.oregonstatelands.us