

ARIZONA

STATE PARKS & TRAILS

Instructions for Completion of
Commercial Rental Permit for Research and Monitoring
Date last revised: 5/13/22

What requires a Commercial Rental Permit for Research and Monitoring?

A *Commercial Rental Permit for Research and Monitoring* (CRPRM) is required in order to obtain a fee waiver on lands managed by Arizona State Parks and Trails for research and/or monitoring activities that involve, but are not limited to, fieldwork, specimen collection and have the potential to disturb resources or visitors.

Exemptions for school events, environmental education programs or other activities related to education and outreach *may* be granted. Individuals that are conducting observational research (see definition below) may pay normal park entry fees in lieu of submitting a CRPRM application.

Permit renewals

- Permit renewals may only require updates or changes to the information on the original form.

What other agencies provide permits that may be required?

If your project includes any of the factors* listed in application under **Project Information** on the application, you may need to contact other agencies regarding a permit. These permits must be included with the application. This CRPRM may be processed while other permits are obtained, but final approval will not be granted until copies of other required permits are submitted to the Regional Manager.

(Please note: The list below is not exhaustive. These some frequently required permitting agencies.)

- For questions regarding critical habitat, plant or animal species (including if the animal(s) is(are) being handled, collected as a live sample, and/or collected and euthanized for later analysis):
 - United States Fish and Wildlife Service (Threatened and Endangered Species).
 - Arizona Game and Fish Department
 - Research institution (e.g., Assurance of Animal Care form, Institutional Animal Care and Use Committee approval)

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- For questions regarding the potential for disturbance to any historic or prehistoric archaeological or cultural resources (including ground disturbance, installation or modification of structures – see Definitions section at end of Instructions for what constitutes ground disturbance).
 - State Historic Preservation Office (SHPO)
 - Arizona State Museum (ASM) (per A.R.S. 41-841 – 846)
 - Project may require tribal consultation
- Collection of hydrological, geological, plant or animal samples
 - Arizona Department of Agriculture
 - ARS R12-8-103
 - If animals - Arizona Game and Fish Department
 - Hydrological/geological – Arizona Department of Water Resources, Arizona State Parks and Trails, Arizona Geological Survey
- Planting, stocking or relocating plant or animal species
 - For plants - Arizona Department of Agriculture
 - If animals – Arizona Game & Fish Department
 - If stocking – Arizona State Parks and Trails, Arizona Game & Fish Department
- Impacts to water quality
 - Arizona Department of Environmental Quality
- Impacts to air quality
 - Pima, Pinal or Maricopa Counties (for projects within county boundaries)
 - Arizona Department of Environmental Quality (if outside of Pima, Pinal and Maricopa County boundaries)
- Study of human subjects
 - Research institution (e.g., Institutional Review Board approval)
- Hazardous materials or other environmental impacts
 - Arizona Department of Environmental Quality
 - Arizona Department of Water Resources

What if my project utilizes or contains hazardous materials?

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Researcher is expected to provide MSDS sheets for every chemical or material used for the study. This information should be included in the application.

What tools are available to help me acquire necessary permits? *(Please note: This list is not exhaustive)*

- To identify sensitive species and critical habitat in a project area - Arizona Game & Fish Department's Online Environmental Review Tool: <https://azhgis2.esri.com>
- For professional environmental review of project impacts – Arizona Game & Fish Department Project Evaluation Program at Arizona Game and Fish Department:
<https://www.azgfd.com/wildlife/planning/projevalprogram/>
- For tribal consultation, <https://sites.google.com/view/az-consultation-toolkit/home>

What if my project requires special uses of park or access to restricted areas (e.g., overnight use, off-trail, needs exception granted)?

You must include this information in your application (see questions 14-20). If you have already discussed the requested accommodations with the Regional Manager or Park Manager, please provide documentation of the conversation about logistics.

Can research equipment be left on site?

The answer to this question will be decided on a case by case basis. Please include details about equipment under Logistics Section of this form. Please note that Arizona State Parks and Trails will not be held liable for research equipment left on the premises (see General Conditions and Requirements, # 8).

Who requires insurance?

All projects are required to show proof of insurance. Use State of Arizona ACORD Certificate of Liability Insurance Form. Please closely read the Permit General Conditions and Requirements beginning on Page 5 of the Permit Form to better understand this requirement.

When application is complete

Once completed, submit the application and supporting material to park Regional Manager. Please read instructions carefully as not all information is required for each activity. Contact the Regional Manager if you have any questions regarding applicability of a particular item. Special conditions or permit stipulations may be added to permit prior to approval.

Definitions:

- ARS R12-8-103. Vandalism. Within a state park, a person shall not deface, injure, destroy, remove, or use, without authority, any: 1. Public facility or property;

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2. Wildlife, plant, or animal; or
3. Archaeological, geological, or historical object.

- Cultural disturbance/ground disturbance includes:
 - *Disturbance = de-vegetation, ditching, blading, excavation, clearing, paving, flooding, covering, compaction, drilling, filling, stockpiling.*
 - *Installation = walled structures, roofed structures, vegetation, underground utilities, aboveground utilities, fences, non-fence poles, water control devices, roads (paved or unpaved).*
 - *Modification = changes to domestic structures, commercial structures, storage buildings, utilities, water control features, fences, corrals, roads/trails/railroads).*
- **Take:** From Section 3(18) of the Federal Endangered Species Act - "The term 'take' means to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect, or to attempt to engage in any such conduct."

Observational research: Research that is limited to the types of activities that the typical park visitor can engage in; must be conducted during normal park operating hours; must not involve collecting, handling or removing natural or cultural objects; must not require entry into areas closed to the general public; and must not require logistical assistance from park staff.