



FAQS

What is a Special Use Authorization and why is it needed for Commercial Non-Recreational activities (Transportation Systems, Utility Systems and Facilities)?

A Special Use Authorization is a legal document such as a permit, term permit, lease, or easement, which allows occupancy, use, rights, or privileges of National Forest land. The authorization is granted for a specific use of the land for a specific period of time. Any non-recreational activity that allows occupancy, use, rights, or privileges must have a Special Use Authorization. These activities can include water transmission, telecommunication, and the granting of road and utility rights-of-ways.

How do I apply for a Special Use Authorization?

To begin the process, proponents are responsible for completing and submitting an Application Form SF-299 to the District Special Use Permit Administrator. Before completing the Application Form, the applicant should completely review the form and schedule a pre-application meeting with the District Special Use Permit Administrator. District Special Use Permit Administrator will provide Application Form and instructions whenever specific plans or survey maps are required.

The U.S. Forest Service carefully reviews each application to determine how the request affects the public's use of National Forest lands and potential resource impacts. National Forest lands are not made available if the overall needs of the individual or business can be met on nonfederal lands.

What is the timeline for reviewing an application for non-recreational activities?

The length of time that it takes to issue a Special Use Authorization depends on a number of factors including:

- The type and scope of the activity
- Whether structures are proposed
- The anticipated environmental impacts and resultant level of analysis and public involvement required
- Whether or not there are appeals or legal actions contesting the permit issuance
- Coordination with appropriate agencies

The best way to ensure you receive a timely permit is to start as early as possible and contact the District Special Use Permit Administrator to assess processing time.

What are the fees?

There are yearly land use fees charged to the holder of a Special Use Authorization. In addition, the Special Use Authorization may require an upfront cost recovery fee to cover administrative, processing, and monitoring costs for activity.



DESCHUTES AND OCHOCO NATIONAL FORESTS

COMMERCIAL NON-RECREATIONAL SPECIAL USE PERMITS

FAQS

What are Cost Recovery Fees?

Cost recovery fees cover the administrative costs incurred by the U.S. Forest Service to process a special use application or to monitor during implementation of a Special Use Authorization. The fee does not apply to non-commercial group use and recreation special use applications that require less than 50 hours to process. Fee determination is based on an estimate of the number of hours U.S. Forest Service personnel will spend on work necessary to process an application and to monitor the implementation of a project. That estimate will be applied to the corresponding category and rate in the appropriate processing or monitoring fee schedule. For processing and monitoring requirements of less than 50 person hours, there is a fee schedule. A Cost Recovery Agreement for actual hours will need to be entered into by the proponent for processing and monitoring requirements over 50 hours.

Are there additional state and local requirements to uphold?

If the activity necessitates occupancy, use, rights, or privileges on adjacent private property, any authorizations needed from these agencies, companies, or individuals must be obtained prior to U.S. Forest Service permit issuance. If construction includes any structures, county approval and licensing is required.

Who Do I Contact to get a more Information?

For more information on Special Use permits, please contact the District Special Use Permit Administrator at the following locations.

Deschutes National Forest:

- Bend/Fort Rock District – (541) 383-4000
- Crescent District – (541) 433-3200
- Sisters District – (541) 549-7700

Ochoco National Forest and Crooked River National Grassland:

- Entire Forest and Grassland – (541) 416-6500

Resource Links

General information regarding Special Use permits on the Deschutes and Ochoco National Forest as well as the Crooked River National Grassland is available at: <http://www.fs.usda.gov/detail/centraloregon/passes-permits/event-commercial/?cid=stelprdb5213887>.

General information on Special Use permits for U.S. Forest Service is available at: <http://www.fs.fed.us/specialuses/index.shtml>.