



# City of Flagstaff

## Open Space Program Research Permit Application

**Date of Application:**

**Location:**

- Observatory Mesa Natural Area  
 McMillan Mesa Natural Area

- Picture Canyon Natural and Cultural Preserve  
 Schultz Creek Trailhead

**Permit Type:**

- New Research Permit  Renewal of Research Permit

---

*Applicant:*

*Phone:*

*Email:*

---

*Organization:*

*Phone:*

*Email:*

---

*Address:*

---

\*If this is a student research project, the contact information for the advisor must be provided.

**Brief Description of Research** (please include a project title, objectives, and description):

**Topic:** Check any keywords that apply to your research:

- Archaeology  
 Botany/Plant Ecology  
 Conservation Biology  
 Environmental Education  
 Forestry  
 Geology

- Habitat Restoration  
 Hydrology  
 Land Management  
 Soil Science  
 Wildlife Biology  
 Other \_\_\_\_\_

The Applicant shall indemnify, defend and hold harmless the City, its council, boards and commissions, officers, and employees from all losses, claims, suits, payments and judgments, demands, expenses, attorneys' fees or actions of any kind resulting from personal injury to any person, including employees, subcontractors or agents of the Applicant or damages to any property arising or alleged to have arisen out of actions stemming from this Research Permit, except any such injury or damages arising out of the sole negligence of the City, its officers, agents or employees. This indemnification provision shall survive conclusion of this Research Permit. **I have read and understand all of the attached policies and will abide by all policies, rules, regulations, and conditions of use as written. I understand that the Research Permit is not transferrable to any other individual or group.**

**Applicant's Signature**

**Date**

## Open Space Program Research Permit Information

The City of Flagstaff (City) encourages the use of Observatory Mesa Natural Area and Picture Canyon Natural and Cultural Preserve as research laboratories as contemplated by A.R.S. §§ 1551 *et seq.* The City has initiated a requirement for users of these protected open space properties to apply for and receive an Open Space Program Research Permit:

1. This Application has no fees and will be accepted at any time. Allow up to 30 days for review.
2. Submit to the Open Space Program at [NaturalAreas@flagstaffaz.gov](mailto:NaturalAreas@flagstaffaz.gov).
3. Permits expire on December 31 of each year, but are renewable by filing a yearly progress report with the City on or before November 30 that describes the progress of the research, goals for the remainder of the research, and anticipated remaining duration.

### **Application Requirements for Conducting Research within Open Space Properties:**

- A. Proposed Location of Site:** Include a map of the location(s) for the research project. If you are uncertain of the location, what type and size of sites are required for the research project?
- B. Duration of Study:** When is the anticipated start and end date of the research project? How frequently will the site be visited?
- C. Funding Information:** Identify the source of funding for the project. If grant funded, the name of the funding program, granting agency, grant amount, and a project narrative from the grant application.
- D. Research Methods:** Describe the research methodology and all equipment that will be used, including, any potentially destructive sampling or invasive activities such as soil disturbance, chemical application, specimen collection, loud equipment, etc.
- E. Restoration or Mitigation Plan:** Describe plan for restoring or mitigating any potential impacts to the site as part of the research project, including removal of research equipment within one month of completing the research project.
- F. Collections:** Detail any expected research collections, including the number of samples, the amount contained in each sample, and the disposition of the samples.
- G. Permits and Approvals:** Provide proof of necessary federal, state and institutional permits (i.e., state permits for collecting any state or federally listed plants, or permits from the Arizona State Museum for any research project requiring ground disturbance within established cultural sites).

### **AGREEMENT**

As of the date identified on this Application, the City and the Applicant agree that the City will authorize the Applicant to conduct research on the Open Space Properties identified in this Application in exchange for providing copies of any data collected as part of the research project, as well as any reports and/or publications created as a result of the research project.

The Applicant agrees to inform researchers, students, or any other individuals involved in the research project of this obligation to provide the City copies of any data collected, as well as any reports and/or publications created as a result of the research project.

---

**Applicant's Signature**

**Date**