

WILDLIFE HOUSING PERMIT APPLICATION

Please submit to Conservation Parks Manager, Paul Quinlan via email:
pquinlan@cityofmadison.com; use subject line: Wildlife Housing Permit Application

Have questions? Please call Paul Quinlan at (608) 267-4918. We look forward to hearing from you!



Madison Parks Wildlife Housing Permit Application Process

1. Submit a Madison Parks Wildlife Housing Permit Application via email. Applications should be submitted a minimum of 30 days prior to proposed start date. Staff are available to discuss your proposed activities prior to submitting your application.
2. Madison Parks staff will review the application and will either approve or deny the request and will contact you if additional information is needed.

APPLICANT CONTACT INFORMATION

Project Contact Name:	Organization (if applicable):
Long-term Project Manager (can be the same as Project Contact) Name: Contact Information:	Address:
Email:	Day Phone #: Cell #:
Madison Parks Volunteer? <input type="checkbox"/> Yes/ <input type="checkbox"/> No If not a MP Volunteer, please fill out a Madison Parks Volunteer Registration and Release Form here and attach along with your permit application.	

PARK INSTALLATION INFORMATION

Park Name:	Location within Park (please list GPS coordinates or attach a map to your application):
Installation Date:	Removal Date (If applicable):

WILDLIFE HOUSING INFORMATION

Type of Wildlife Supported: <input type="checkbox"/> Bluebird <input type="checkbox"/> Bat <input type="checkbox"/> Kestrel		<input type="checkbox"/> Purple Martin <input type="checkbox"/> Waterfowl – Type: _____ <input type="checkbox"/> Other: _____	
Agencies/ Organizations/ Volunteers partnered with*: <input type="checkbox"/> Bluebird Restoration Association of Wisconsin <input type="checkbox"/> Wisconsin Bat Program <input type="checkbox"/> Madison Audubon <input type="checkbox"/> Wisconsin Purple Martin Association		<input type="checkbox"/> Wisconsin Waterfowl Association <input type="checkbox"/> MP Volunteer Group: _____ <input type="checkbox"/> Other: _____	
*We require you to partner with a monitoring agency/organization to report the status of your nesting wildlife.			

Overall plan for installation and maintenance of housing:

Please answer the following-

- Who will build/supply nesting boxes (following building plans provided by partner agencies is highly recommended)
- Who will install them
- When monitoring of the boxes and nests will happen
- When records of monitoring will be submitted to partner organizations and Madison Parks
- When will regular maintenance of boxes occur

Brief summary of number of houses installed, type of housing, and method of construction (if following a specific plan):

Special needs and considerations (if applicable):

Would you agree to share photos of project progression, completion, and wildlife monitoring with Madison Parks for use in promotional purposes and/or social media?

THE FOLLOWING CONDITIONS APPLY

Applicant agrees to carry permit while in field.	Yes <input type="checkbox"/>
Applicant agrees to follow all Madison Parks rules and regulations.	Yes <input type="checkbox"/>
Applicant agrees not to drive on trails unless authorized, and only when the trails will not be damaged.	Yes <input type="checkbox"/>
Applicant agrees to minimize disturbance to park visitors, natural resources, etc.	Yes <input type="checkbox"/>
Applicant agrees to inform Madison Parks and remove all unnecessary materials from property upon completion of house installations.	Yes <input type="checkbox"/>
Applicant agrees that if monitoring reports and maintenance of wildlife house are not completed for two years, Madison Parks has the right to remove the nesting boxes from the park.	Yes <input type="checkbox"/>
Applicant agrees to conduct regular monitoring and maintenance of wildlife houses with annual reports given to partner agencies and Paul Quinlan.	Yes <input type="checkbox"/>
Applicant agrees to report yearly volunteer hours to Paul Quinlan.	Yes <input type="checkbox"/>

Application Signature

THE APPLICANT FOR A MADISON PARKS WILDLIFE HOUSING PERMIT SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

I hereby certify to the best of my knowledge that the information and statements contained in this application are complete and true. I understand that failure to report components of this event/activity may result in the loss of payments made, failure to secure a permit, revocation of the permit, or failure to secure future permits.

Applicant Signature: _____ Date: _____

Typed or Printed Name: _____

PERMISSION IS GRANTED FOR THE APPLICANT WITH THE FOLLOWING RESERVATIONS:

Staff Signature: _____ Date: _____