

Wildlife Housing Permitting Process

Step One

- Request is made to install animal housing in a park
- Staff sends out Wildlife Housing Permit Application

Step Two

- Permit application is returned completed to Conservation Park Supervisor
- If the request is for a conservation park, he follows up with request, if it is a general park, the Manager of Planning and Development follows up

Step Three

- If request is granted, the application is placed in the file of the specific park and the information is entered into the Volunteer Activity Database
- For housing in a conservation park, Conservation Park Supervisor annually checks in with the housing sponsor and removes the housing if it is no longer monitored and/or maintained.
- For housing in a general park, the area supervisors conduct annually check ins with the housing sponsor and removes the housing taht is no longer monitored and/or maintained
- If the request is not granted, the reason for the denial will be noted in the file

Questions for Paul Q: Is there a good time of year to do the check-ins? Should we have a set of questions for the area supervisors to ask?