

**PERSONAL USE FUELWOOD PERMIT***Noncompliance with the provisions of this permit may result in revocation of this permit.*Instructions: Complete *Permittee Information*, sign/date & deliver to the Department of Public Works at 7719 S. Westnedge Ave.**PERMITTEE INFORMATION**

Name of Permittee	Mailing Address
Telephone	City, State, ZIP
Michigan Driver's License or Michigan ID #	Date of Birth
Vehicle Information	Make/Model

LIABILITY AND INDEMNIFICATION

LIABILITY. Permittee hereby releases, waives, discharges, and covenants not to sue the City of Portage, its departments, officers, employees, and agents, from any and all liability to Permittee, its officers, employees, and agents, for all losses, injury, death or damage, and any claims or demands thereto, on account of injury to person or property, or resulting in death of Permittee, its officers, employees or agents, in reference to the activities authorized by this permit.

INDEMNIFICATION. Permittee hereby covenants and agrees to indemnify and save harmless, the City of Portage, its departments, officers, employees, and agents, from any and all claims and demands, for all loss, injury, death or damage, that any person or entity may have or make, in any manner, arising out of any occurrence related to (1) issuance of this permit; (2) the activities authorized by this permit; and (3) the use or occupancy of the premises which are the subject of this permit by the Permittee, its employees, contractors, or its authorized representatives.

I understand and agree with all permit requirements listed and release the City of Portage and its employees from all claims from operations under this permit.

Permittee's Signature	Date
Issue Date	Collect dead and down wood only within 200 feet of road. Specify location at which fuelwood is proposed to be collected:
Expiration Date (90 days from issue)	
Approved By (City Official Signature) :	
Approved By (City Official Print Name):	

Date, Time and Quantity Removed must be filled out PRIOR to transportation of fuelwood collected under this permit:

COLLECTION LOG – PERMITTEE MUST COMPLETE PRIOR TO TRANSPORTATION OF WOOD							
DATE	TIME	QUANTITY REMOVED	COP USE	DATE	TIME	QUANTITY REMOVED	COP USE

*The Fuelwood Permit allows for the removal of up to five (5) standard cords of wood. A standard cord of wood is a pile of wood with dimensions of 4'x4'x8'. Wood can be gathered from 7:00am-7:00pm M-F and 9:00am-7:00pm Saturday & Sunday.

PERSONAL USE FUELWOOD PERMIT REQUIREMENTS

Any violation of this permit renders the permit void and may result in confiscation of wood and termination of any future right to cut firewood on City of Portage land.

A Personal Use Fuelwood Permit (DPW 0825-1) must be obtained before cutting or removing any firewood. Personal Use Fuelwood Permits are valid for a maximum of ninety (90) days. The following requirements must be met:

1. All persons participating in the activities involved in the Fuelwood Permit shall be 18 years of age or older. No minors are allowed on site during this time.
2. Firewood removed under a Fuelwood Permit must be for **personal use only** and is **not to be sold or traded**. Fuelwood permits are limited to **one (1) per household per year and are non-transferable**.
3. City land is intermingled with private land and it is the Permittee's responsibility to ensure that any wood that is cut and/or removed is ONLY from the designated locations on City of Portage land and ONLY from within the assigned permit area. It is also the Permittee's responsibility to obtain and use a good map if unfamiliar with the area.
4. A signed Permit must be in the possession of the Permittee and the Permittee must be on site when cutting or in the vehicle when transporting. The Fuelwood Permit allows for the removal of up to five (5) standard cords of wood. A standard cord of wood is a pile of wood with dimensions of 4'x4'x8'.
5. The Permittee:
 - a. Must protect surrounding trees from injury;
 - b. Should not block roads or trails with vehicles or downed wood;
 - c. Must use only established roads – **no off-road use of vehicles is permitted**;
 - d. Must not create new roads or trails;
 - e. May use a wheelbarrow or handcart off-road;
 - f. Should start cutting when the permit is issued;
 - g. Must abide by the city's noise ordinance (Ch. 24 Community Quality - Article 4 "Noise").
6. Clean up behind yourself and make certain that you leave no litter.
7. Safety and Other Suggestions:
 - a. It is suggested that leather gloves, heavy leather boots, safety chaps, safety glasses, ear protection, and a hard hat be used at a minimum for personal protection;
 - b. Be careful during saw fueling to avoid spilling gas. Serious explosions and disabling burns have occurred to operators restarting saws after refueling spills;
 - c. Smoke only in a vehicle or on sand roads and carefully extinguish smoking materials to avoid starting wildfires;
 - d. Cut and split no more wood than can be hauled at one time as wood left on site might be collected by another permittee;
 - e. Share the woods. It may be unsafe and disruptive to cut firewood during firearm hunting seasons. Please be respectful of other forest visitors and take necessary safety precautions.
8. Wood may **not** be removed under the Fuelwood Permit from:
 - a. Active commercial timber sale areas.
 - b. Any stacked pile of pulpwood, cordwood or sawlogs;
 - c. Within two-hundred feet of developed property unless given written permission from the Director of Public Works;
 - d. Within two-hundred feet of any lake, stream, river or wetland area;
 - e. Sites posted as closed.
9. **Permit: Remove only dead and down material within 200 feet of a road.** Trees or logging residue must be dead AND separated from the stump. No living standing trees may be cut under this permit.
10. This fuelwood permit may be in a high-risk Oak Wilt area. Only oak tree species that have loose bark (dead for more than one (1) year) may be cut or taken under this permit.
11. A person who does not follow the requirements of the Fuelwood Permit may be charged with a municipal civil infraction.