



TOWN OF HUNTINGTON
 OFFICE OF THE TOWN ATTORNEY
 100 MAIN STREET
 HUNTINGTON, NY 11743
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INSTRUCTIONS AND REGULATIONS FOR DRONE PERMITS

PERMIT

No person, business entity, or agency shall take off/launch from, land on or pilot an unmanned aircraft within the border of any real property owned, used or leased by the Town of Huntington or Huntington Board of Trustees unless a permit for such activity has been issued by the Huntington Town Attorney's Office. Permits are available for single full day commercial or annual use as well as single full day or annual recreational use.

*NOTE: An applicant may need to obtain additional approval from any other municipality that has jurisdiction over the location for which the permit is sought.

PERMIT REQUIREMENTS

Advance Notice / Notice

An application in a form approved by the Huntington Town Attorney's Office for a permit to take off/launch from, land on or pilot an unmanned aircraft within the border of any real property owned, used or leased by the Town of Huntington or Huntington Board of Trustees shall be fully completed and signed by the person, business entity or agency seeking to conduct such activity. The application shall be submitted to the Huntington Town Attorney's Office not less than five (5) business days prior to the commencement of such activity, unless otherwise authorized.

Fees

Fees for drone permit applications and drone permits are as follows:

RECREATIONAL PERMITS:

- (1) Zero Dollars (\$0.00) application fee
- (2) Zero Dollars (\$0.00) permit fee

COMMERCIAL USE PERMITS:

- (1) Fifty Dollar (\$50.00) non-refundable application fee
- (2) Fifty Dollar (\$50.00) non-refundable fee for a single full-day permit (up to twenty-four (24) hours) except an applicant may request a refund, in writing, due to inclement weather. Said request must be made within one (1) week from the date in question.

(3) Five Hundred Dollar (\$500.00) non-refundable fee for an annual permit (January 1st-December 31st). There shall be no pro-rating of said fee.

Fees for a drone permit application shall be made payable to the Town of Huntington by check or money order at the time of the application. Fees for a drone permit shall be made payable to the Town of Huntington by check or money order at the time of permit issuance.

Permit fees may be waived if the permit sought is for charitable, educational, student films, public service, or other nonprofit purpose.

Liability Provisions

General Liability Insurance shall be required as a condition of a granting a commercial drone permit. The applicant shall secure and maintain general liability coverage in the amount of ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00 per person/\$2,000,000.00 per occurrence for bodily injury and property damage). Prior to the execution of this Agreement, the applicant shall furnish to the Town of Huntington Attorney's Office a Certificate of Insurance evidencing the aforesaid insurance requirements. Said Certificate shall: 1) name the Town of Huntington and the Town of Huntington Board of Trustees as additional insureds by endorsement on the liability policies; 2) provide for the Town of Huntington and the Town of Huntington Board of Trustees as Certificate Holders; 3) further provide that the Certificate Holders shall be notified thirty (30) days prior to any cancellation, nonrenewal or material change of action; and 4) specifically reference the events and/or activities that are the subject of this Agreement.

Applicants shall conform to all applicable Federal and State requirements for Worker's Compensation Insurance for all persons performing work under a commercial drone permit, if applicable.

The applicant may be required to execute a Town of Huntington Hold Harmless and Indemnification Agreement in connection with the proposed activity.

Prohibitions / Limitations

The Town of Huntington may place other reasonable conditions as deemed advisable by the Town Attorney and may place reasonable limitations on the hours of operation or location based on the specific Town and/or Board of Trustees property.

Violation

Violation of the terms of a permit, Chapter 189 of the Huntington Town Code, or any rules and regulations promulgated pursuant to Chapter 189 of the Huntington Town Code, shall result in the permit being revoked. Any such violation shall also be cause for denial of future permits.

In the event that a permit is revoked, all fees for such permit shall be forfeited and shall not be refunded.