



**City of Gem Lake**  
 Heritage Hall  
 4200 Otter Lake Road | Gem Lake, MN 55110  
 651-747-2790/92 | 651-747-2795 (fax)  
 E-mail [city@gemlakemn.org](mailto:city@gemlakemn.org)

## Permit to Allow Archery Deer Hunting in the City of Gem Lake

### PERMIT APPLICATION CHECKLIST:

**To prevent delay, please ensure the following information is submitted**

- Application Fee (if paying with cash we can only accept exact change)
  - \$100.00
  - \$500.00 Security Deposit (separate check from fee)
- 5 Plus acre Parcel Verified
- Bow Hunter Education Certificate
- DNR Permits
- Deer Stand Locations/Parcel/Building Location/Shooting Lanes

Permission is hereby given to \_\_\_\_\_, owner of the property located at \_\_\_\_\_, Gem Lake, Minnesota, to allow archery deer hunting on the property.

The following guidelines must be followed or you will be in violation of Ordinance No. 124B:

- The permit to allow archery deer hunting on your property shall run during these three weeks and these three days of the week:

Month	Week Start	Week End	Year	Day of week	Day of week	Day of week
_____	_____ to _____	20	_____ on _____	_____	_____	_____
_____	_____ to _____	20	_____ on _____	_____	_____	_____
_____	_____ to _____	20	_____ on _____	_____	_____	_____

- A copy of this Permit must be displayed on the premises; and
- Additional requirements of the Gem lake City Council are listed on the reverse side of this permit.

\_\_\_\_\_  
 Date \_\_\_\_\_ Mayor, City of Gem Lake

I/we, \_\_\_\_\_, have read and understand the above requirements.

\_\_\_\_\_  
 Date \_\_\_\_\_ Property Owner Signature (all owners must sign)

\_\_\_\_\_  
 Property Owner Signature

#### Office Use Only

- |  |   |             |
|--|---|-------------|
| <input type="checkbox"/> 5 Plus Acre Parcel Verified                                   | <input type="checkbox"/> City Council Approved        | Date: _____ |
| <input type="checkbox"/> \$100.00 Fee Paid   | <input type="checkbox"/> Deer Harvest Report Received | Date: _____ |
| <input type="checkbox"/> \$500.00 Security Deposit                                     | <input type="checkbox"/> Security Deposit Returned    | Date: _____ |
| <input type="checkbox"/> Bow Hunters Education Certificate Verified                    |   |             |
| <input type="checkbox"/> DNR Permits Verified  |   |             |
| <input type="checkbox"/> Deer stand locations/parcel/buildings location/shooting lanes |   |             |

**Additional Requirements**

- A hunting permit shall only authorize the discharge or use of bow and arrow on a specified parcel of property of five (5) acres or larger within the city. Multiple properties may join in an application for a hunting permit, provided that the combined properties are contiguous, combine to be five (5) acres or larger, and will allow for contiguous safe hunting area. All owners must join the application if properties are combined.
- The property owner(s) must apply for the permit on a form approved by the City. The application must be accompanied by a petition or other writing showing the consent of the owner(s) of all parcels within 300 feet of a proposed deer stand. The applicant must submit a map of the property proposed for deer hunting, showing the size of the parcel, the proposed locations of deer stands and expected shooting lanes, and the location of any buildings on the property and adjacent property. The permit holder must notify all land owners bordering their property of the dates of the hunt and locations of the deer stands.
- The City Council, in granting the permit, shall establish boundaries for the hunting area on the property which shall be sufficient to protect public safety but in no event less than 300 feet from and home or 1000 feet from any school. The City Council may further limit hunting areas within the specified parcel of property, and attach other conditions to the hunting permit deemed necessary to protect the public safety and welfare.
- A landowner obtaining a hunting permit is responsible for ensuring that the terms of the permit are observed. If a permit is approved by the City Council, the landowner must post a cash deposit of \$500.00 before the permit is issued. If there is a complaint or report that permit terms were violated during the hunt, the City Council shall hold a hearing on the complaint and report, after giving the affected owner at least fourteen (14) days' notice of the hearing. If, following the hearing, the City Council concludes that a permit violation did occur, the Council may require that some or all of the cash deposit be forfeited to the City, in the Council's discretion; or if the deer kill form is not returned the Council may require that some or all of the cash security be forfeited to the City, in the Council's discretion.
- The City of Gem Lake shall track all staff time to review and administer archery deer hunting in the City. The Permit fee shall be utilized to pay for this staff review time. If the administrative cost to review and process the permit exceeds the amount of the Permit fee, the security deposit shall be utilized to cover additional review costs.
- The maximum duration of a hunting permit shall be three (3) weeks. A permit may authorize the discharge and use of weapons a maximum of three (3) days in any single week. Other activities (such as setting up stands) may take place on the days on which weapons discharge is not permitted.
- Any person hunting under a permit who is not one of the permit applicants must have written permission to hunt signed by the property owner. The hunter must have this permission form and a copy of the permit in their possession while hunting under the permit. The landowner shall notify the City of the identity of any other hunters who have been given permission to hunt on the property.
- The permit fee shall be set forth by the City Council resolution.
- Hunting shall be done from elevated deer stands only. Hunters shall not drive or herd deer into a hunting area. All hunters must have appropriate State licensing and required permits for all deer taken. All State and Federal hunting rules and regulations shall apply in addition to requirements imposed by the City Council.
- There shall be no hunting allowed on October 31.

I/we, \_\_\_\_\_, have read and understand the above requirements.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature (all owners must sign)

\_\_\_\_\_  
Property Owner Signature



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**Conservation Hunt Permission Form**

*The application must be accompanied by a petition or other writing showing the consent of the owner(s) of all parcels within 300 feet of a proposed deer stand.*

\_\_\_\_\_ property will be participating in a Conservation Hunt and your property is located within 300ft of a proposed deer stand location. I/we are seeking your permission to hunt at this location during these dates listed below:

Month	Week Start	Week End	Year	Day of week	Day of week	Day of week
_____	_____ to _____	_____ 20	_____ on _____	_____	_____	_____
_____	_____ to _____	_____ 20	_____ on _____	_____	_____	_____
_____	_____ to _____	_____ 20	_____ on _____	_____	_____	_____

Your signature below hereby gives my property permission to hunt from the location listed below on the dates listed above.

I/we, \_\_\_\_\_, give permission for a conservation hunt at \_\_\_\_\_ this year.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





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**Deer Hunt Completion Report**

*This report must be completed and faxed or emailed to the City of Gem Lake after the completion of the last hunt on your property.*

*Thank you in advance for your cooperation.*

*Gem Lake is in Deer Permit Area 701 with a five-deer limit (1 buck, 4 antlerless)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address of property hunted upon: \_\_\_\_\_

How many hunters did you have in total: \_\_\_\_\_

How many deer were harvested: \_\_\_\_\_

Did any problems/concerns come up during the hunt: \_\_\_\_\_

Are there any suggestions of things that we can change? (i.e. the application process, the forms, etc): \_\_\_\_\_

Any other comments: \_\_\_\_\_



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## Deer Harvest Report

*If you harvest a deer in the City of Gem Lake, the following information must be reported to the City of Gem Lake to help ensure the return of the landowner's deposit.  
Gem Lake is in Deer Permit Area 701 with a five-deer limit (1 buck, 4 antlerless)*

### Harvester Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address of property hunted upon: \_\_\_\_\_

### Harvest Information

**#1**

Date of harvest: \_\_\_\_\_

Time of harvest: \_\_\_\_\_

Location of harvest on property: \_\_\_\_\_

Tag number: \_\_\_\_\_

Registration number: \_\_\_\_\_

Sex of deer: \_\_\_\_\_

**#2**

Date of harvest: \_\_\_\_\_

Time of harvest: \_\_\_\_\_

Location of harvest on property: \_\_\_\_\_

Tag number: \_\_\_\_\_

Registration number: \_\_\_\_\_

Sex of deer: \_\_\_\_\_



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## Deer Harvest Report Continued

**#3**

Date of harvest: \_\_\_\_\_

Time of harvest: \_\_\_\_\_

Location of harvest on property: \_\_\_\_\_

Tag number: \_\_\_\_\_

Registration number: \_\_\_\_\_

Sex of deer: \_\_\_\_\_

**#4**

Date of harvest: \_\_\_\_\_

Time of harvest: \_\_\_\_\_

Location of harvest on property: \_\_\_\_\_

Tag number: \_\_\_\_\_

Registration number: \_\_\_\_\_

Sex of deer: \_\_\_\_\_

**#5**

Date of harvest: \_\_\_\_\_

Time of harvest: \_\_\_\_\_

Location of harvest on property: \_\_\_\_\_

Tag number: \_\_\_\_\_

Registration number: \_\_\_\_\_

Sex of deer: \_\_\_\_\_