



Montezuma County Road and Bridge Department Temporary Use Permit Application

This Application is for special events which involve the use of County Roads only. If highway use or property use is proposed, permitting with CDOT or the County Planning Department will be required.

Application Fee: \$100.00

Requested Use: _____

General Location: _____

Name of Applicant: _____

Name of Event: _____

Mailing Address: _____

Telephone: _____ Cell: _____ Fax: _____

E-mail: _____

Dates of Use: Beginning _____ through _____

PLEASE READ THE ENTIRE APPLICATION FORM PRIOR TO COMPLETION OF THIS APPLICATION.

An application fee approved by the Montezuma County Board of County Commissioners shall become part of this application / permit.

The Montezuma County Road Department shall be entitled to refuse any application for a temporary use permit, which is not made on the Form provided by the Department, which is incomplete or not at least thirty (30) days prior to the regularly scheduled Board meeting at which the application is proposed to be heard. The application shall not be considered complete unless all information required in the application is provided at the time it is filed.

Once the Road Department has determined the application is complete, the application will be scheduled on the Board of County Commissioner's Agenda for consideration of approval.

Attachments can be made to this application to provide expanded narrative / description / information for any application item including supportive documentation or evidence for provided application item answers.

1. Please provide a general description of the event: _____

2. What is the general location and / or County Road the event will be held: _____

3. What are the dates that the proposed event is scheduled to occur: _____

4. What are the hours of the day that the proposed event is scheduled to occur: _____

5. Will there be any signs used to advertise the event? _____ Please provide a statement as to the size (type), location, and how many:

6. Please provide a statement as to how litter will be disposed and include documentation consisting of agreements and / or contracts with companies providing necessary facilities: _____

7. Please provide a statement as to sanitation plan, which includes documentation of agreements and / or contract(s) with companies providing necessary facilities. NOTE: This will require review and approval by the Montezuma County Sanitarian. Signature on this Application or a Non-Opposition Letter will be required. _____

8. Please provide a statement as to a concession plan, if any, which includes a list of vendor names and required permits. If vendors are used, please provide documentation of sales tax license. NOTE: This will require review and approval by the Montezuma County Sanitarian. Signature on this Application or a Non-Opposition Letter will be required.

9. Please provide an Emergency Service Operation Plan addressing what emergency services are proposed for the event. Emergency services shall include any agreements, contracts, with appropriate agencies or companies and a specific contact person with contact information. () Attached

10. Are there any road closures proposed in connection with the event (or other provisions deemed appropriate with respect to the provision for safe and adequate

vehicular and pedestrian traffic flow and parking associated with the conduct of the event Yes No

NOTE: If closures are proposed, approval by the Montezuma County Road Superintendent, City or Town Government or Colorado Department of Transportation is required.

11. Please provide a statement as to how proposed event parking will be addressed. Include how and where off-street spaces will be provided along with the size of spaces and parking area locations. **NOTE: If on-street parking is proposed approval by the Montezuma County Road Superintendent, City or Town Government or Colorado Department of Transportation is required.**

By signing this Application, the Applicant, or the Agent / Representative acting with due authorization on behalf of the Applicant, hereby certifies that all information contained in the application and any attachments to the Application, is true and correct to the best of the Applicant's knowledge and belief.

Applicant understands that any required private or public improvements imposed as a contingency for approval of the application may be required as a part of the approval process.

Montezuma County hereby advises Applicant that if any material information contained herein is determined to be misleading, inaccurate or false, the Board of Commissioners may take any and all reasonable and appropriate steps to declare actions of the Board regarding the Application to be null and void.

Signing this Application is a declaration by the Applicant to conform to all plans, drawings, and commitments submitted with or contained within this Application, provided that the same is in conformance with the Montezuma County Zoning Resolution.

This _____ day of _____, 2015

_____,
Applicant Printed Name Signature

Application and submittals have been reviewed by the County Road Department. Proposed event is approved per the application and submittals received. Any deviation from what was submitted will require additional review and approval.

This _____ day of _____, 2015.

Rob Englehart, County Road Superintendent

LeeAnn Milligan, Planning Director

Steve Nowlin, County Sheriff

Melissa Mathews, County Sanitarian