

**PARK COUNTY APPLICATION FOR
OUTDOOR EVENTS PERMIT
NON-REFUNDABLE APPLICATION FEE: \$150**

An Outdoor Events Permit is processed by the Planning Department Staff. A public hearing is not required. This permit is required to review the conduct of proposed Outdoor Events (e.g., any activity taking place primarily outside which 75 or more people are expected to attend). The regulations are necessary to ensure that the use is conducted in a manner that protects the public health and safety, and insures that adequate sanitation, water supply, security, law enforcement, and medical emergency services are provided to the public. Park County Government is required by law to provide this assistance.

All applicants must submit one complete application and attend a pre-application conference with Park County Planning Department Staff at least 60 days before the outdoor event takes place. More copies of the application may be necessary if the proposed Outdoor Event requires review by the Planning Commission and the Board of County Commissioners.

If you have questions regarding this form please contact the Planning Department by phone at (719) 836-4292, e-mail planning.zoning@parkcountyco.gov, fax (719) 836-4351, or write to us at P.O. Box 1598 Fairplay, CO 80440.

A. APPLICANT AND OWNERSHIP INFORMATION

Applicant's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Telephone (work) _____ (home) _____ (fax) _____

Owner's Name: _____

Mailing Address: _____

Telephone No.: _____

For County Use Only Planning Department Confirmation of Current Zone District: District: _____ Print Full Name _____

B. PROPERTY INFORMATION

Complete Legal Description of Property Proposed for the Outdoor Event Permit (attach additional page, if necessary):

Street Address of Property: _____

Property's Total Acreage: _____

Current Zone District of Property: _____

**Requirements for an Outdoor Event Permit
Article V, Division 7, Section 5-707**

**For County
Use
Only:**
Initial Receipt of
the Required
Information

C. APPLICATION REQUIREMENTS

1. Application Fee. An application fee in the amount of \$170 must be paid at the time of submission of the application. Make the check or money order payable to the Park County Planning Department. The fee pays for the typical cost to the County to process the application. Any additional costs that may occur are the applicant's responsibility.
2. Tax receipt showing payment of current taxes. This can be obtained at the Park County Treasurer's office.
3. A properly executed Agreement for Payment of Development Review Expenses in the attached form. The Development Review Expense Deposit for an Outdoor Event Permit is \$150. Make the check or money order payable to the Park County Planning Department.
4. Proof of ownership in the form of a recorded Warranty Deed. This can be obtained at the Park County Clerk and Recorders office.
5. A Site Plan of the event site. The plan shall show or illustrate:
 - a. Location of all structures on the property;
 - b. Location of and name of public road access, internal driveways and event parking areas;
 - c. Location of sanitary facilities, refuse disposal and potable water.
6. A written document from the applicant providing a telephone number for the contact person of the Sponsoring Organization with a description of the date and time of event and the estimated crowd size.
7. Letter from Sheriff's office explaining traffic control and safety for public roads nearby and to the event site.
8. Letter from Fire Protection District explaining safety for the event site and the affected public.
9. Letter from Emergency Medical Services explaining safety for the event site and the affected public.
10. The County may require a monetary deposit and written agreement for the restoration and site clean up, if the event is occurring on County property.
11. The Outdoor Events shall meet the CRS standards and regulations for group gathering areas. (attached) and shall comply with applicable Park County Land Use Regulations.

(1.) _____

(2.) _____

(3.) _____

(4.) _____

(5a.) _____

(5b.) _____

(5c.) _____

(6.) _____

(7.) _____

(8.) _____

(9.) _____

(10.) _____

(11.) _____

Note: Refer to Park County Land Use Regulations Article V, Minimum Requirements for an Outdoor Event.

D. APPLICANT AND LANDOWNER SIGNATURES:

The undersigned applicant and landowner hereby verifies and affirms that the information contained in this application is complete and accurate. The undersigned applicant and landowner understands and acknowledges that the submission of inaccurate and incorrect information may result in the denial or rejection of the application and/or result in the invalidation of any approvals issued by Park County, Colorado.

Applicant: Signed: _____

Print name: _____

If company, state Title/Position: _____

E. VERIFICATION OF DATE OF DELIVERY OF APPLICATION

This application was submitted to the Park County Planning Department on the following date and time:

_____, 20____
Month Day Year

<p>For County Use Only: Verification of Date of Delivery and County Receipt of Application Date: _____ Print Name: _____</p>

Payment of the Applicant Fee was made by:

_____	Personal Check # _____	Amount \$ _____
_____	Cash	Amount \$ _____
_____	Other _____	Amount \$ _____

Approval by County _____
Planning Director/County Designee

List any additional conditions:

DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
Consumer Protection Division
6 CCR 1010-10
STATE BOARD OF HEALTH
Group Gathering Areas
(Adopted August 16, 1972, effective September 22, 1972)

Colorado Department of Public Health and Environment
4300 Cherry Creek Drive South
Denver, CO 80222-1530

Standards and Regulations for
Group Gathering Areas

1.0 ADMINISTRATION

- 1.1 AUTHORITY:** Sections 3-16-2 (6) as amended, 66-1-7 (14) and 66-34-4 and 66-34-4 and 9 Colorado Revised Statutes 1963, as amended (1967-1969 and 1971 Perm. Cum. Supps.) **ADOPTED:** August 16, 1972 **EFFECTIVE DATE:** September 22, 1972
- 1.4 PURPOSE:** The purpose of these standards and regulations is to provide minimum requirements for the protection of the health and safety of assemblies of people, in excess of those normally requiring health and sanitary services provided in a community, and for the protection of the health and safety of the general public.
- 1.5 APPLICATION:** The provisions of these standards and regulations apply to basic sanitation and health services, occupancy, maintenance and use of group gathering areas. These requirements are not intended to pre-empt or limit the authority of any town, city, or county to concurrently regulate group gatherings.

2.0 DEFINITIONS

For the purpose of these regulations:

- 2.1 Group gathering area** means any place maintained, operated or used for a group gathering, or assemblage, except an established permanent stadium, athletic field, arena, auditorium, coliseum, fairground, or other similar permanent place of assembly.
- 2.2 Group gathering** means a group of 25 or more persons assembled together for a meeting, festival, social gathering, or other similar purposes that can be anticipated to exceed 10 hours. Group gatherings of 25 to 500 persons shall be exempt from meeting provisions of Sections 4.5; 4.6c, d; 4.7; 6.7; 6.8; 8.2; 11.1; 11.2; 11.3; 11.4; 11.5; and 13.1a, b of these standards.
- 2.3 Health Department** means the “Colorado Department of Public Health and Environment” and it’s authorized inspectors, agents and employees.
- 2.4 Operator** means the person responsible for managing the group gathering area. In the event that no “manager” exists, the owner, or in the event of his unavailability, the lessee of the group encompassing the group gathering area, shall be deemed to be the “operator” under these regulations.
- 2.5 Person** means an individual, group of individuals, association, partnership or corporation, firm or company.
- 2.6 Refuse** means all combustible or noncombustible, putrescible or non-putrescible solid or liquid wastes.
- 2.7 Sanitary facilities** means toilet, privies, lavatories, urinals, drinking fountains and the service building or room provided for installation and use of these units.
- 2.8 Nuisance:** The following shall be defined as nuisances:
- a. Any public nuisance known at common law or in equity jurisprudence; An attractive nuisance known at common law or in equity jurisprudence; Whatever is dangerous to human life or detrimental to health; Overcrowding an area or a room with occupants; Insufficient ventilation, illumination, or heating; inadequate or unsanitary sewerage or plumbing facilities; Unsanitary conditions; Whatever renders air, food or drink unwholesome or detrimental to the health of human beings.

3.0 ACCESS

- 3.1** Each group gathering area shall be provided with convenient and safe access for the ingress and egress of pedestrian and vehicular traffic.

4.0 **GROUND**

- 4.1 Each group gathering area shall be well drained and so arranged as to provide sufficient space for people assembled, vehicles, sanitary facilities and appurtenant equipment.
- 4.2 Trees, underbrush, large rocks and other natural features shall be left intact and undisturbed whenever possible. Natural vegetative cover shall be retained, protected and maintained so as to facilitate drainage, prevent erosion and to preserve the scenic attributes.
- 4.3 The grounds shall be maintained free from dust wherever possible, accumulations of refuse, and other health and safety hazards constituting a nuisance as defined.
- 4.4 The size of the group gathering should be limited to the number of persons for which the facilities are designed to accommodate, and provisions should be made to prevent people in excess of the maximum permissible number from gaining access to the group gathering area.
- 4.5 Illumination shall be provided at night to protect the safety of the persons at the assembly. The assembly area shall be adequately lighted but shall not unreasonably reflect beyond the assembly area boundaries, unless adjacent properties are uninhabited. Light level intensities shall be at least five-foot candles.
- 4.6
 - a. On site parking space shall be provided where persons arrive at the group gathering area by vehicular means.
 - b. Service road and parking spaces shall be so located as to permit convenient and safe movement of vehicular and pedestrian traffic and free passage of emergency vehicles.
 - c. Width of service roads shall be not less than the following: one traffic lane - 11 feet; two traffic lanes - 22 feet; parallel parking lane - 7 feet.
 - d. Adequate parking space shall be provided. Adequate parking space is generally construed to mean at the rate of at least one parking space for every four persons and the density shall not exceed 100 passenger cars or 30 buses per useable acre.
- 4.7 At least 20 square feet per person shall be provided at the site for daytime assemblage and at least 40 square feet per person shall be provided for overnight assemblage.

5.0 **WATER SUPPLY**

- 5.1 An adequate, safe, supply of potable water, meeting requirements of the Colorado Department of Public Health and Environment shall be provided.
- 5.2 Where water is distributed under pressure and flush toilets are used, the water supply system shall deliver water at normal operating pressures (20 pounds per square inch minimum) to all fixtures at the rate of at least 30 gallons per person per day.
- 5.3 Where water is not available under pressure, and non-water carriage toilets are used, at least 3 gallons of water per person per day shall be provided for drinking and lavatory purposes.
- 5.4 Transported water shall be obtained from an approved source, stored and dispensed in an approved manner. Such stored water shall meet the state standards for drinking water supplied to the public.

6.0 **SANITARY FACILITIES**

- 6.1 Sanitary facilities shall be provided and installed in the minimum numbers required by the provisions of the Colorado Technical Plumbing Code.
- 6.2 Where water under pressure is not available, equivalent facilities shall be provided and installed in accordance with requirements of the Colorado Department of Public Health and Environment and the Colorado Water Pollution Control Commission.
- 6.3 Required sanitary facilities shall be provided in the following numbers:
 - a. Toilets - separate for each sex at the rate of two for the first 100 persons and one for each additional 100 persons or fractional part thereof.
 - b. Urinals - urinals (men's) and sani-stands (women's) may be substituted for up to one-third of the required number of toilets, 24 inches of trough urinals in a men's room shall be considered the equivalent of one urinal or toilet.
- 6.4 Required sanitary facilities shall be conveniently accessible and well identified.
- 6.5 Each toilet shall have a continuous supply of toilet paper.
- 6.6 Service buildings or rooms housing required plumbing fixtures shall be constructed of easily cleanable, non-absorbent materials. The buildings, service rooms and required plumbing fixtures located therein shall be maintained in good repair and in a clean and sanitary condition.
- 6.7 Water points or drinking fountains shall be conveniently accessible and well identified.
- 6.8 Waste water shall be discharged into approved drains to prevent contamination and nuisance conditions. Drinking fountains shall be of approved types and common drinking cups shall be prohibited.

7.0 **EXCRETA AND LIQUID WASTE DISPOSAL**

- 7.1 Facilities shall be provided and properly maintained for the disposal or treatment and disposal of excreta and liquid wastes.
- 7.2 Where a public sewer system is available, all plumbing fixtures and all building sewers shall be connected thereto. If a public sewer system is not available, a private sewage disposal facility meeting the regulations of the Colorado Water Pollution Control Commission shall be installed and connected to all plumbing fixtures and building sewers. Provided, however, that if neither of the above is available, and if the gathering does not exceed a period of seven days, sewage disposal may be by burial at a depth not less than 12 inches below the ground surface, and at a distance not less than 100 feet from any surface waters. Adequate precautions shall be taken to prevent the intrusion of such sewage and wastewater upon the environment in a manner that is unhealthful, injurious to the environment, or otherwise degrading to the environment.

8.0 REFUSE DISPOSAL

- 8.1 The storage, collection, transportation and disposal of refuse shall be so conducted as to prevent odor, insect, rodent and other nuisance conditions.
- 8.2 Two and one-half cubic feet of covered watertight metal or plastic refuse containers, sufficient to contain all the solid wastes, shall be provided for each 10 persons. Refuse containers shall be readily accessible.
- 8.3 All refuse shall be collected from the assembly area at least once each day of the assembly and disposed of at a lawful disposal site.
- 8.4 The grounds and immediate surrounding properties shall be cleaned of refuse within 24 hours following an assembly.

9.0 VECTOR CONTROL

- 9.1 a. Insects, rodent and other vermin shall be controlled by proper sanitary practices, extermination or other safe and effective control methods.
- b. Where necessary, animal echo-parasites, and other disease transmitting and nuisance insects shall be controlled.

10.0 SAFETY

- 10.1 Where an electrical system is installed, it shall be installed and maintained in accordance with provisions of the National Electrical Code.
- 10.2 The grounds, buildings and related facilities shall be maintained and used in a manner as to prevent fire and in accordance with applicable local fire prevention regulations.
- 10.3 Internal and external traffic and security control shall meet requirements of the applicable local law enforcement agency.

11.0 MEDICAL

- 11.1 Emergency medical services shall be provided under the supervision of a licensed physician.
- 11.2 An enclosed covered structure shall be provided for emergency medical treatment and care.
- 11.3 Adequate medical supplies and medicines shall be provided and made available for emergency treatment of sick and injured persons.
- 11.4 Adequate vehicles suitable for emergency use shall be available.
- 11.5 Telephone or radio communications shall be provided and kept available for emergency purposes.

12.0 FOOD SERVICE

- 12.1 Food service activities, not required to have a restaurant license under Chapter 68, Article 2, CRS 1963 shall conduct food service operations in conformance to the physical and operational requirements of the Colorado Restaurant Sanitation Laws, Rules and Regulations.

13.0 MISCELLANEOUS-OPERATIONAL

- 13.1 a. Reasonable precautions shall be taken to insure that the sound of the assembly will not carry unreasonably beyond the boundaries of the assembly area.
- b. The noise level at the perimeters of the site shall not exceed 70 decibels on the A scale of a sound level meter meeting specifications on the American National Standards Institute unless the assembly area is remotely located and surrounding adjacent properties are uninhabited.
- 13.2 The operator shall be responsible for meeting the provisions of these standards and regulations to serve the maximum number of people to be assembled, for operational maintenance, and for the clean, safe and sanitary condition of the grounds, sanitary facilities and other service equipment. Each person attending an assembly shall be responsible for proper use of the grounds, sanitary facilities and other service equipment provided for the assembly.

Pertinent sections of **Colorado Revised Statutes**:

§ 25-1-114 Unlawful acts – penalties. (1) It shall be unlawful for any person, association or corporation and the officers thereof:

- (a) To willfully violate, disobey or disregard the provisions of the public health laws or the terms of any lawful notice, order, standard, rule or regulations issued pursuant thereto;
- (f) To fail to remove from private property under his control at his own expense, within forty-eight hours after being ordered to do so by the health authorities, any nuisance, source of filth, or cause of sickness within the jurisdiction and control of the department, whether such person, association or corporation shall be the owner, tenant or occupant of such private property; except that if such condition is due to an act of God, it shall be removed at public expense;

§ 25-13-105 Unlawful acts. (1) Except as otherwise provided in this article, it is unlawful for any person:

- (a) Within the recreation areas of the state to discharge untreated sewage upon the surface of the ground, or in any waters of the state;
- (b) To deposit or bury refuse on the public lands or waters within the state, except within areas or receptacles designated by the operator for this purpose;
- (c) To deposit refuse on private or public land in such a way that said refuse may be blown, carried, or otherwise transported from its point of deposit;
- (d) To willfully mar, mutilate, deface, disfigure or injure beyond normal use any rocks, trees, shrubbery, wild flowers, or other features of the natural environment in recreation areas of the state;
- (e) To willfully cut down, uproot, break, or otherwise destroy any living trees, shrubbery, wild flowers or natural flora in recreation areas of the state;
- (f) To build fires unless in compliance with rules and regulations of the board, to abandon or to leave fires unattended, or to store flammable liquids in a container which is not of a type approved by the department in an organized campground or other recreation areas subject to this article;
- (g) In organized campgrounds or recreation areas to use any cleansing agents, whether organic or inorganic in nature, in waters of the state for any purpose, including but not limited to bathing, clothes washing and similar activities, or to dispose of any water containing such agents on the surface of the ground within fifty feet of any waters of the state. Such water shall be disposed of in facilities provided by the operator or in the manner specified by the operator.

§ 25-13-111 Enforcement. This article shall be enforced by the department, the Division of Wildlife, the Division of Parks and Outdoor Recreation, all city, county, and district departments of health and local boards of health, and any peace officer in this state.

§ 25-13-112 Citizen’s complaint. Any person may initiate an action under the provisions of this article by signing a complaint in accordance with the applicable rules of judicial procedure, that he has observed a violation of this article.

§ 25-13-113 “Construction.” No provisions of this article shall be construed to repeal or in any way invalidate more stringent actions, orders, rules, regulations, ordinances, resolutions, or quality standards established by any governmental entity or agency.

§ 25-13-114 “Penalty for violation.” Any person who violates any of the provisions of this article is guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than five hundred dollars.