



SUNDANCE 2016

SPECIAL USE OF PUBLIC PARKING APPLICATION

For requests in association with the Sundance Film Festival.

Application is per vehicle. For multiple vehicles please submit multiple applications.

LOCATION:

STREET ADDRESS: _____
(Specific Address or Location of Parking Spaces) Business Name (If applicable)

- REQUEST TYPE: Load-IN/OUT (vehicle size L _____ x H _____) Crowd Control/Mitigation
 Satellite Truck (Brew Pub Lot ONLY) POD / Storage (size L _____ x H _____)
 Lift / Boom (size L _____ x H _____) Other _____

SITE MAP INCLUDED: YES (A Google site map with **parking spaces CLEARLY MARKED is REQUIRED** with application.)

DESCRIPTION OF USE: _____

REQUEST DETAILS:

_____ # SPACES Requested: Applies to Main Street, Swede Alley, Heber Avenue, Park Avenue (Heber Avenue to 9th ST.), City Park, Sandridge and Brew Pub Lot. X _____ # DAYS Requested = _____ TOTAL SPACES
x \$50.00 space/day Fee
+ 20.00 application fee
\$ _____ GRAND TOTAL

DATE(S) REQUESTED: _____ (START) TO _____ (END) DATE(S) REQUESTED*: _____ (START) TO _____ (END)
TIME(S) REQUESTED: _____ TO _____ TIME(S) REQUESTED*: _____ TO _____
*Only needed for load-outs

APPLICANT:

CONTACT NAME: _____ CONTACT PHONE: _____
BUSINESS NAME: _____
MAILING ADDRESS: _____ CITY _____ ST _____ ZIP _____
EMAIL: _____

I understand and agree to the conditions on PAGE 2 of this document and that any approval is subject to modification or cancellation at any time.

Signature: _____ Date: _____

Printed Name: _____

For Internal Use Only: Events: <input type="checkbox"/> Approved by _____ <input type="checkbox"/> Denied (Date _____)	Comments:
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Policy on Special Use of Public Parking

1. Processing of special use public parking permits typically takes two business days. A one-time administrative fee of \$20 will be charged for each application. The following charges for utilization of public parking spaces will also apply:

Parking Spaces Used	Rate	Tool
Special Event Use	\$50/space/day	Permit
Pay-and-Display Removal	\$1000/meter	Special Application

2. The use of public parking spaces for the location specified herein is temporary for a period of no more than listed on reverse. Should any additional time be necessary, the applicant must file an extension for any new permit(s) with this office on or before the expiration date of the permit(s).
3. Permits issued by the department must be displayed: (a) from the mirror if a hangtag, or (b) on the driver's side of the dashboard if not a hangtag. Violators of parking regulations, including those who fail to display a valid permit or meter receipt, will result in ticketing or towing.
4. The business, organization, or individual requesting the rental of a meter space, or use of public parking facilities, must justify the need to park a vehicle in front of, or near a particular work site or function. Metered spaces may not be used simply for the convenience of having a parking space near or in front of a business. There must be sufficient justification for having a vehicle nearby, such as construction, exceptional delivery needs, approved function of a special event, etc. No permits will be issued to vehicles for overnight lodging.
5. Applicants must present a detailed description of vehicle(s) or item(s) to be placed in parking spaces and a site plan map with the exact location of the space requirement to the Parking Division.
6. Applicants who require the use of the sidewalk or street, within the public right-of-way, must receive authorization and a release of liability from the City. Each permit allows for the use of one parking space, or twenty-two feet along the curb or street, and not more than eight feet into the street, unless otherwise approved by the City.
7. Approval of the application will not be given unless there is/are:
 - a. equipment or items requiring continuous loading or unloading at a particular work site.
 - b. vehicle(s) with equipment or items that cannot be hauled for a long distance.
 - c. City-authorized special events or functions that necessitates the use of public parking.
8. Upon approval, the **applicant must barricade the affected parking space(s)** in order to ensure exclusive use of the permitted space(s). Barricade devices are subject to approval by the City.
9. Permits for metered spaces or parking lots will not be valid for special events (Arts Festival, Sundance Film Festival, etc.), unless approved specifically for a specific event.
10. The City reserves the right to change this policy at any time. Abuse of permits will result in permit revocation and potential fines.