

*Responsible for this information here*

# SPECIAL EVENT/ACTIVITIES FEE WORKSHEET

**DEFINITION:** Any event/activity that may require special planning or scheduling, or may significantly impact departmental values, norms, liabilities and/or visitor expectations.

**Criteria used by staff for evaluating special event/activity permit applications**

- λ Consistency of activity with mission of Larimer County Parks & Open Lands
- λ Impact from activity on natural environment (natural and cultural resources, riparian areas, wetlands, and sensitive species) – season, time, intensity, duration.
- λ Impacts on adjacent public and private lands (noise, trash, traffic, parking)
- λ Impacts on other users/uses of Larimer County Parks & Open Lands (safety, potential conflicts, trailheads)
- λ Compliance with appropriate regulations and ordinances
- λ Staff and equipment requirements (enforcement, monitoring, education)
- λ Alternatives available; appropriate uses/events for location requested
- λ Availability of toilet/parking facilities to accommodate proposed special use
- λ Reclamation of disturbed areas.

**LOCATION:** North Eltuck Bay      **DISTRICT:**  Carter Lake District       Big Thompson District  
 Horsetooth District       Red Mountain District

**NAME**  
**TYPE OF EVENT:** XTERRA Lory Triathlon      **EVENT #** 5949  
**NUMBER OF PEOPLE EXPECTED AT EVENT:** 300

**FROM DATE:** 06/18/2022      **FROM TIME:** 07:15       AM  PM      **DURATION OF EVENT:** 1  
**TO DATE:** 06/18/2022      **TO TIME:** 08:15       AM  PM      (# of days)  
 Is date Prime Time? **Y / N** (If yes, see Prime Time Venue Value)       W  R

FINAL AMOUNTS

**Application Fee:**      \$25      \$ \$25  Required  Waived      \$ \$25.00  
 (non-refundable)      Late Fee:      ADD:      \$100      \$ \$0  Waived       \$ \$0.00  
 (Less than 4 weeks notice)

**Entrance Fee:**  
 Per Vehicle      \$9 each      x \_\_\_\_\_ =      \$ \$0.00  Waived       \$ \$0.00  
 Or Per Person      \$2 each      x \_\_\_\_\_ =      \$ \$0.00  Waived       \$ \$0.00

<b>Venue Value:</b>	<b>FACTOR (check those that apply)</b>													
___ Site Prep &/or cleanup	0	1	2	3	4	5	6	7	8	9	10	\$ <u>\$0.00</u>	<input type="checkbox"/> Required <input checked="" type="checkbox"/> Waived	\$ <u>\$0.00</u>
___ Water Based Event	0	1	2	3	4	5	6	7	8	9	10	\$ <u>\$500.00</u>	<input type="checkbox"/> Required <input checked="" type="checkbox"/> Waived	\$ <u>\$150.00</u>
___ Land Based Event	0	1	2	3	4	5	6	7	8	9	10	\$ <u>\$500.00</u>	<input type="checkbox"/> Required <input checked="" type="checkbox"/> Waived	\$ <u>\$150.00</u>
___ Visitor Displacement/Disruption	0	1	2	3	4	5	6	7	8	9	10	\$ <u>\$500.00</u>	<input type="checkbox"/> Required <input checked="" type="checkbox"/> Waived	\$ <u>\$150.00</u>
___ Prime Time	0	1	2	3	4	5	6	7	8	9	10	\$ <u>\$500.00</u>	<input type="checkbox"/> Required <input checked="" type="checkbox"/> Waived	\$ <u>\$150.00</u>
___ Natural Resource Impact	0	1	2	3	4	5	6	7	8	9	10	\$ <u>\$0.00</u>	<input type="checkbox"/> Required <input checked="" type="checkbox"/> Waived	\$ <u>\$0.00</u>
___ Duration of Event	0	1	2	3	4	5	6	7	8	9	10	\$ <u>\$500.00</u>	<input type="checkbox"/> Required <input checked="" type="checkbox"/> Waived	\$ <u>\$125.00</u>
<b>(Unit Fee = \$100 x Factor = \$ Total)</b>											<b>TOTAL</b>	\$ <u>\$2,500.00</u>	\$ <u>\$725.00</u>	

**Staffing & Equipment:**  
 \_\_\_ # Staff (including vehicle) & equipment x \_\_\_ hrs. x \$25 per hour =      \$ \$0.00  Required  Waived      \$ \$0.00  
 \_\_\_ # Boat(s) + operator      x \_\_\_ hrs. x \$35 per hour =      \$ \$0.00  Required  Waived      \$ \$0.00  
 (Staff includes volunteers - # of hours should include planning & day of event)

**ADDITIONAL FEES:**  
 Group Pavilion (if available)      \$ 0.00  Required  Waived      \$ \$0.00  
 Minimum \$250/half-day \$500 full HPOS, HT. Minimum \$50/day Carter, Flatiron. Minimum \$25/day each HTMOS, Sunrise.  
 Campsites (if available) (\$ \_\_\_ per night/per \_\_\_ site + \$ \_\_\_ reservation fee, if applicable)      \$ \$0.00  Required  Waived      \$ \$0.00  
 OTHER \_\_\_\_\_      \$ 0.00  Required  Waived      \$ \$0.00

**SUBTOTAL**      \$ \$2,500.00  
**APPLICATION FEE**      \$ \$25.00  
**TOTAL**      \$ \$2,525.00      **\$ \$750.00**  
Pay this amount

**SPECIAL CONSIDERATIONS:** If W/R are selected, please explain below. How are venues weighted? Please explain the details regarding the weighing of these venue-value factors. (continue on back)

WEBSITE LINK: If the applicant has a website associated with this event, it is recommended that our link be posted to their website. Please use this link: [www.larimer.org/naturalresources](http://www.larimer.org/naturalresources)

**DESCRIPTIVE NARRATIVE/SPECIAL AGREEMENTS:**