

[Signature]
 Date: _____
 Signature: _____

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.

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

SPECIAL EVENT/ ACTIVITIES FEE WORKSHEET

FINAL AMOUNTS

LOCATION: HMOS **DISTRICT:** Carter Lake District Big Thompson District
 Horsetooth District
 Red Mountain District

NAME _____
TYPE OF EVENT: Preston MS Moonlight Hike **EVENT #** 7186
NUMBER OF PEOPLE EXPECTED AT EVENT: 50

FROM DATE: 09/29/2023 **FROM TIME:** 17:00 AM PM **DURATION OF EVENT:** 1
TO DATE: 09/29/2023 **TO TIME:** 22:00 AM PM (# of days) 1
 Is date Prime Time? Y (if yes, see Prime Time Venue Value)

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

Entrance Fee:
 Per Vehicle \$10 each x _____ = \$0.00 Waived \$0.00
 Or Per Person \$3 each x _____ = \$0.00 Waived \$0.00

Venue Value:	FACTOR (check those that apply)															
___ Site Prep &/or cleanup	0	1	2	3	4	5	6	7	8	9	10	\$	\$0.00	<input type="checkbox"/> Waived <input type="checkbox"/>	\$	\$0.00
___ Water Based Event	0	1	2	3	4	5	6	7	8	9	10	\$	\$0.00	<input type="checkbox"/> Waived <input type="checkbox"/>	\$	\$0.00
<input checked="" type="checkbox"/> Land Based Event	0	<input checked="" type="checkbox"/> 1	2	3	4	5	6	7	8	9	10	\$	\$100.00	<input type="checkbox"/> Waived <input type="checkbox"/>	\$	\$0.00
<input checked="" type="checkbox"/> Visitor Displacement/Disruption	0	<input checked="" type="checkbox"/> 1	2	3	4	5	6	7	8	9	10	\$	\$100.00	<input type="checkbox"/> Waived <input type="checkbox"/>	\$	\$0.00
___ Prime Time	0	1	2	3	4	5	6	7	8	9	10	\$	\$0.00	<input type="checkbox"/> Waived <input type="checkbox"/>	\$	\$0.00
<input checked="" type="checkbox"/> Natural Resource Impact	0	<input checked="" type="checkbox"/> 1	2	3	4	5	6	7	8	9	10	\$	\$100.00	<input type="checkbox"/> Waived <input type="checkbox"/>	\$	\$0.00
___ Duration of Event	0	1	2	3	4	5	6	7	8	9	10	\$	\$0.00	<input type="checkbox"/> Waived <input type="checkbox"/>	\$	\$0.00
(Unit Fee = \$100 x Factor = \$ Total)											TOTAL	\$	\$300.00		\$	\$0.00

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

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

SUBTOTAL	\$	\$300.00	\$	\$0.00
APPLICATION FEE	\$	\$25.00	\$	\$0.00
TOTAL	\$	\$325.00	\$	\$0.00

\$0.00
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

DESCRIPTIVE NARRATIVE/SPECIAL AGREEMENTS:

Please separate in groups of 10 as you hike, to ensure sustainability of trails.

Please ensure that caution is used on top of Horsetooth Rock for safety of all participants.

Follow all park regulations.