



Application for Access to Open Space

PARKS AND RECREATION

APPLICANT: Name: \_\_\_\_\_ Phone: \_\_\_\_\_
Email: \_\_\_\_\_
Home Address: \_\_\_\_\_
Project Address: \_\_\_\_\_
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

CONTRACTOR: Name: \_\_\_\_\_ Phone: \_\_\_\_\_
Company Name: \_\_\_\_\_ Cell: \_\_\_\_\_
Company Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

hereby makes application for access to: \_\_\_\_\_
(List Open Space/Property name
Attach map if applicable)
FROM: \_\_\_\_\_ TO: \_\_\_\_\_
Start Date/Time Completion Date/Time

NATURE OF ACTIVITY: Please explain project, listing location in detail or please attach a separate sheet with a map, if needed:

Project Description: \_\_\_\_\_
Access Route: \_\_\_\_\_
Staging Needs & Locations: \_\_\_\_\_
Equipment Types and Duration of Use: \_\_\_\_\_

In consideration of this application, if approved, the applicant, participants and contractors agree to indemnify and hold harmless the City of Louisville, its officers, employees, agents, or servants, and to pay any and all judgements rendered against said persons on account of any suit, action, or claim caused by arising from, or on account of acts or omissions by the Licensee, his officers, employees, agents or servants, in connection with the use of the subject City property, and to pay to said persons their reasonable expenses, including but not limited to, reasonable attorney's fees and reasonable expert witness fees, incurred in defending any such suit, action, or claim.

The undersigned hereby assumes personal and individual liability for himself/herself and his/her participants and on behalf of Licensee for any damages to said City property or equipment occurring through or during the occupancy or use of said property by Licensee. The undersigned personally and individually and on behalf of the Licensee and accepts liability for all necessary repairs to the property and/or repair or replacement of equipment in the event of damage. Any reclamation needing to be performed as a result of this activity will be the responsibility of the Licensee.

Licensee covenants to use City property only for lawful purposes and in a lawful manner, in accordance with all applicable statutes, ordinances, rules and regulations.

Signature of Applicant Date Signature of Contractor Date

RETURN COMPLETED FORM TO Dru Tieben, PARKS & OPEN SPACE, 739 S. 104th Street, LOUISVILLE, CO 80027, 303-335-4776 or fax to 303-335-4758 or email to dtieben@louisvilleco.gov

FOR OFFICE USE ONLY: APPLICATION APPROVED: [ ] APPLICATION NOT APPROVED: [ ]

For Approval: \_\_\_\_\_
Signature of authorized City of Louisville Representative Date:

Follow-up Inspection: \_\_\_\_\_ Date:

COMMENTS: \_\_\_\_\_ Date:

## Checklist for Open Space Permits:

\_\_\_\_\_ Right of Way Access Permit Required. Call Kerry Holly with the City Public Works Department: 303-335-4608. YOU must obtain a Right-of-Way permit to cross any curb from the street to access open space. Note that this is a separate application that does have a fee. Copies of both permits should be kept on the project site at all times for Code Enforcement.

\_\_\_\_\_ The homeowner or contractor must let the Open Space Division know of work to be done at least 48 hours in advance of work start (303) 335-4743.

\_\_\_\_\_ No storing or staging materials on open space.

\_\_\_\_\_ The City requires Contractors to use designated trail as they access the property. Limit damage and disturbance to one set of 2 tire tracks (pull-in and reverse in the same set of tire tracks). See map/text for approved route.

\_\_\_\_\_ Minimize impact to resources when driving off-trail. Driving open space when wet is not permitted.

\_\_\_\_\_ Stop for pedestrians on the trail and be aware of potential blind corners. Yield to all other trail traffic. Be aware that trails are multi-use and watch for bicycles approaching from behind.

\_\_\_\_\_ Limit speed to 5 mph. Use hazard lights while on the trail.

\_\_\_\_\_ Use a spotter on the ground when backing up.

\_\_\_\_\_ Watch for overhanging limbs to avoid any damage to trees.

\_\_\_\_\_ If private fence or wall is to be removed in order to complete work, the new fence must be installed one foot within private property, maintained by the private property owner and not encroach onto open space property. Fence style must be approved by the Planning Department. Public fences are not to be impacted.

\_\_\_\_\_ Note any existing damage to trail or vegetation here. Permit holder is responsible for repairing any new damage or disturbance on open space including:

\_\_\_\_\_ Trail surface – rake out tire tracks when finished

\_\_\_\_\_ Fences and any other infrastructure (e.g., signs, benches, trash cans).

\_\_\_\_\_ Vegetation and plant communities – extensive damage will require restoration actions.

### Open Space Notes: