



Town of Telluride Parks & Recreation Department
P.O. Box 397, Telluride, CO 81435 (970) 728-2173
Email: abaltzley@telluride-co.gov

STREET CLOSURE APPLICATION

Date Received _____

APPLICATION PROCEDURE

- Applicant must be 18 years or older.
- Applications must be complete (see attached checklist) and be submitted a minimum of 45 days prior to the requested closure date(s).
- **EXISTING EVENT** (*events approved last calendar year for the same location, date, and time*):
 - Please complete and submit the application for approval by Town Staff and Fire Marshal.
- **NEW OR MODIFIED EVENT** (*new events or events requesting changes in location, date, and/or time*):
 - Please contact the Parks and Recreation Department to discuss your application and get a verbal approval to proceed with the application requirements.
 - Once your completed application is received, Parks and Recreation Staff will provide the applicant with a notification form to be distributed to businesses and residents in the affected area.
 - Telluride’s Commission for Community Assistance, Arts, and Special Events (CCAASE) will consider the street closure request during a public hearing at a regular scheduled meeting.

Applicant/Organization _____

Mailing Address: _____

Event Manager Name: _____ **Daytime phone:** _____

On-Site Contact Name: _____ **Cell phone:** _____

E-Mail: _____

Location(s) of requested street closure:

Date(s) and time(s) of requested street closure:

Date(s)

Time(s) - indicate a.m or p.m.

_____ **until** _____

_____ **until** _____

_____ **until** _____

Event description, including estimated attendance: _____

Will there be music? Yes / No Live _____ Amplified _____

Will any food, merchandise, or services be sold? Yes / No If yes, please describe.

Will a fee or donation be collected? Yes / No If yes, please describe.

