

**Application for
Commercial Use of Town Property, Rights-Of-
Ways and Other Areas
Municipal Code Section 16.130**



The Town of Granby requires the completion of an approval process for the commercial use of Town property, rights-of-ways, and other areas.

A deposit of \$600 must be submitted, in addition to a complete application, as outlined below. The Town will use the deposit to cover administrative staff time (\$60 per hour) to process, issue, and monitor the application and subsequent commercial activity; and to cover police time (\$120 per hour) to monitor and facilitate the commercial activity. At the conclusion of the commercial activity, the applicant shall pay any outstanding fees associated with staff time, and any unused portion of the deposit will be returned to the applicant. The applicant shall also sign a reimbursement agreement to cover the costs of any outside consultant time expended in the review and oversight of the application and the proposed commercial activity.

Staff Use Only
Date Application Submitted: _____
Deposit / Fees Paid: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Credit Card
Receipt # _____

Applications must be made online and via email:

and payments can be submitted three ways:

Online: <https://us.cloudpermit.com/gov/login>

+ Email: planning@townofgranby.com

Payments of fees can be submitted in three ways:

In-Person: Town Hall, Zero Jasper Street, Planning & Zoning

Online: <https://www.townofgranby.com/onlinepayments>

USPS: Town Hall, Planning & Zoning, PO Box 440, Granby, CO 80446-0440

Applicant Information	
Applicant's Name:	Applicant's Mailing Address:
Phone Number:	Email:

Submittal Requirements Checklist (Section 16.130)

An application for commercial activity under this section of the Town's code must be submitted to the Town and filed at least 21 calendar days prior to the first day of the proposed activity.

The application must include the following information:

- (1) The name, address, and telephone number of the person or persons in charge of such commercial activity;
- (2) A general statement of the character or nature of the proposed activity;
- (3) The specific address or place of the activity;
- (4) The inclusive hours and dates such activity will transpire;
- (5) The number of personnel to be involved;
- (6) The number and type of vehicles and equipment to be involved;
- (7) Use of any animals, pyrotechnics, or other matters that may present a danger to those involved in the activity or to the public; and
- (8) Such additional information as the Town may reasonably require. [Ord. 778 § 1, 2011].

