

Commercial Use of Town Property, Rights-of-Way and Other Areas

Municipal Code Section 16.130

Step 1: Complete Application
Section 16.130.040

[Application Link](#)

Step 2: Pay Fees & Submit Reimbursement Agreement
Section 16.130.050

5 Calendar Days

Step 3: Completeness Review by the Town
Section 16.130.060

Maximum of 10 Calendar Days

Step 4: Decision/ Permit Issuance by Town
Section 16.130.070

Denial
Section 16.130.080

Approved

If Appeal Approved

Applicant Moves Forward with Commercial Activity

Appeals Ruling in Hearing with Board of Trustees

- Must be requested by applicant within 15 calendar days of the Town's decision
- Hearing must be held within 60 calendar days of the receipt of the request for hearing