



PROCEDURE

PROCEDURE NO: 605•1

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TITLE: Boulevard Use Permit
Commercial Sales Events

APPROVAL DATE: April 21, 2003

POLICY: 605, Boulevard Use - Permitting

REVISION DATE: July 11, 2011

SECTION: Lands, Roads and Buildings

RESPONSIBLE

DEPARTMENT: Community Services - Parks Operations

The following procedures shall occur when considering an Application for a “Boulevard Use Permit - Commercial Sales Event”:

1. Boulevard Use Permit Application shall be accepted/receipted by Development Services and forwarded to the Parks Operations for review.
2. Upon receipt of the application Parks Operations staff will inspect the site prior to and after each use. Parks Operations staff will ascertain site conditions and note any pre-existing damage prior to use. Upon completion of the event/use a follow-up inspection will be conducted in order to determine if any damage occurred to the site as a result of the event.
3. In circumstances whereby Environment Canada forecasts significant amounts of precipitation (greater than 25mm/day) during the event or prolonged precipitation has occurred 72 hours prior to the event, the City has the right to postpone the event upon 72 hours notice to the applicant.
4. A Parks Operations representative will also meet with the Applicant after the event to determine any damage which may have been caused during the event.
5. Upon review of the application and pre-event inspection by Parks Operations the Application shall be forwarded to the Community Services Director or his/her designate for final approval.
6. The Community Services Director will apply appropriate conditions to the Boulevard Use Permit - Commercial Sales Event.
7. A copy of the permit shall be forwarded to Grande Prairie Enforcement Services, and where applicable, to Provincial Transportation Department.

8. The City will not issue Boulevard Use Permits for more than four (4) commercial events per year.
9. The maximum length of time for Commercial Sales Event shall not exceed 72 hours. The City will consider up to 24 hours prior to the sales event to allow the applicant to set up and an additional 24 hours to remove items from the boulevard.
10. Enforcement of the conditions of a permit issued shall be pursuant to Bylaw C-1078.