



APPLICATION FOR SPECIAL EVENT
PEAK SEASON TRAFFIC IMPACT PART 1

Please fill out the application as completely as possible. When your application is submitted, there will be a **Tier II** fee for Traffic Impact Events (as defined in policy.) Depending on the type of event, additional fees and information may be required. Applications must be turned in by **5:00 PM January 15, 2019** to be considered for a summer peak season traffic impact event opening, or **5:00 PM August 11, 2019** for winter peak season. Applications received after the priority deadline will only be considered if openings remain. Please send completed Application to: Town of Truckee, Special Events, 10183 Truckee Airport Road, Truckee, CA 96161. Email applications and any questions to SpecialEvents@townoftruckee.com.

Tier II fee: \$518.00

This "Peak Season Traffic Impact Part 1" application is to be submitted for consideration in selection for a peak season traffic impact event opening. If selected, the "Peak Season Traffic Impact Part 2" application will be required prior to permit issuance, turned in a minimum of 75 days and maximum of six months prior to the proposed event.

EVENT INFORMATION

Application Date _____ Event Title _____

Event Date(s) _____

Time of Event _____ To _____

Event Location _____

Property Owner/Agent Approval Letter Attached Yes No N/A

Event Description _____

Event Setup Date _____ Time _____ Event Breakdown Date _____ Time _____

Estimated Attendance Total _____ Per Day _____

Closing Public Right-of-way (street, sidewalk, parking, etc., if
yes fill out Traffic Control Plan) Yes No

Security Services anticipated (if yes fill out Security Plan) Yes No

CONTACT INFORMATION

Applicant _____

Type of Organization Nonprofit Public Agency Private/Business

Authorized Head of Organization _____

Event Co-Sponsor(s) _____

Day-of Event Contact _____ Cell Number _____

Address line 1 _____ Phone _____

Address line 2 _____ Email _____

City, State Zip _____

Alternate Contact _____ Alternate Phone _____

SUPPLEMENTAL QUESTION ON NEXT PAGE

PEAK SEASON TRAFFIC IMPACT EVENT

The Town of Truckee institutes a cap on the total number of events that take place during a peak season AND have a traffic impact. If your event meets both of the following criteria, complete this section.

Summer or Winter Peak Season: Third Friday in June through Labor Day
OR third Friday in December through the first Sunday in January

AND

Traffic Impact Event: An event that will require traffic control measures, including: a road closure on an arterial or primary roadway; traffic control points; or personnel required to implement a traffic control plan.

To administer this cap, staff will review all applications received by the priority deadline (January 15 for summer peak season or August 11 for winter peak season) at one time, according to the below selection factors. Applications received after the priority deadline will only be considered if openings remain.

Selection Factors: *If applicable, briefly describe how your special event meets each selection factor*

1. A Special Event that will provide art, culture, and history programming for Truckee residents and visitors. (300 characters maximum)

2. A Special Event that will result in relatively little traffic and/or parking impacts to the community. *(Please describe below the road and/or parking closures, detours, traffic control points, and start and end times of closures anticipated for your event).*

3. A Special Event that will support local businesses and/or provide economic benefit by generating significant positive tax benefits. (300 characters maximum)

4. A Special Event that will provide programs for local youth, seniors, or low income populations; raise funds for organizations that provide free or low-cost programs for local youth, youth organizations, seniors, or low income populations; or has a focus on education, public health, or public safety. (300 characters maximum)

5. A Special Event that is differentiated from other types of events in Truckee, and will broaden the range of events and variety of different interests and audiences served by Special Events in Truckee. (300 characters maximum)
