

## Grand County Special Events Frequently Asked Questions

### **Do I need a permit for my event?**

Per the [Grand County Special Event Ordinance](#), a special event is defined as a sporting, cultural, entertainment, commercial, competitive, or similar gathering where any of the following criteria applies:

- Noise exceeds permissible levels set forth in the Grand County Noise Ordinance
- Activities exceed the normal scope of the permitted use of the property
- Participants expect a duty of care/safety
- Public rights of way may be fully or partially closed
- The County Commission determines that the proposed event may result in impacts of County services or the health, welfare, peace, comfort, or safety of County residents or visitors

Exceptions include the following:

- Non-commercial, non-competitive family, friends, or youth events with fewer than 250 people or 50 motor vehicles
- Conferences, trainings, lectures, sporting events, or similar held in a permitted facility consistent with the facility's occupancy and design standards
- Community events owned or sponsored by resolution by the County at a County-owned facility

Under this definition, anything qualifying as a special event is required to go through the County's Intent to Apply and permit application process.

### **Why do I need a permit?**

Through the permitting process, Grand County aims to protect the health, safety, and welfare of County residents and visitors. The process ensures that permitted events do not cause noise, disruption, or crowding in the County; offer a diversity of activities and opportunities for residents and visitors; and do not overwhelm public resources.

### **How do I apply for a special event permit? Where do I fill out the application?**

Applying for a special event permit is a two-step process. The first step is to submit an Intent to Apply (ITA) with basic information about your event. Once the County approves your ITA, the second step is to apply for the permit itself. Both of these applications are completed using the [Eproval](#) platform.

### **How far in advance do I need to submit my ITA? How long is the process?**

We recommend submitting your ITA at least six months in advance of your event, as some ITAs are reviewed by the County Commission on a quarterly basis (see the chart on the Special Events website). For more information about deadlines and the application process, please refer to [this timeline](#).

### **My event is only on BLM/USFS/SITLA land. Do I still need a permit through the County?**

Yes. If your event takes place on public land that is located in Grand County, you will need a Grand County special event permit. You will also need to coordinate with other landowners/land managers to ensure that you are in compliance with their land use and permitting requirements.

### **How much does a permit application cost?**

For low impact events, the application fee is \$200. For high impact events, the application fee is \$400. These are the [approved rates for 2024](#) and are subject to change. For more information on low and high impact events, please see the [Grand County Special Events Ordinance](#).

### **Are other permits and permissions required?**

Depending on the nature of your event, you may need to get other permits and permissions as part of your application process. These could include but are not limited to a state alcohol permit, food service permits, and permits and permissions from various land owners and land managers. To see commonly-required permits and permissions, please see the Grand County Special Events Guide for Applicants.

### **Does submitting an ITA or permit application mean my permit is approved? Are permits guaranteed?**

Submitting an ITA and/or a permit application does not guarantee that a permit will be issued. The Special Events Program Manager will work with you to complete the applications and will communicate with you regarding decisions that the County makes about your application.

### **Why might an ITA or permit application be denied?**

Per the Grand County Special Events Ordinance, an application for a permit may be denied for reasons including but not limited to the following:

- There are other events planned for the same dates that provide greater overall benefit to the community
- Public safety agencies do not have sufficient capacity to serve the event
- Applicant submits incorrect, incomplete, or false information

- The event is incompatible with public health, safety, peace, comfort, or welfare
- The zoning of the event site does not allow for the proposed use of the site
- The event is illegal
- Applicant refuses or fails to pay required fees or comply with permit requirements
- Applicant fails to meet required deadlines and timelines
- Applicant failed to comply with the requirements or conditions of permits issued in previous years

### **How can I appeal a decision related to my permit application?**

An applicant can appeal, in writing, a final decision to the County within 30 days of the decision being issued.

### **What if I have more questions about the application and permitting process?**

For more information or with specific questions regarding the application and permitting process, contact the Special Events Program Manager via email ([events@grandcountyutah.net](mailto:events@grandcountyutah.net)) or by phone at (435) 259-1372.