



CITY AND COUNTY OF BROOMFIELD
PARKS, RECREATION, AND OPEN SPACE DEPARTMENT
APPLICATION FOR ACCESS PERMIT

An access permit is required any time permission is needed to cross the City & County of Broomfield (CCOB) greenbelts, parks, open space, or other publicly owned lands. An access permit does not allow the temporary storage of any construction-related materials on CCOB property at any time.

TERMS AND CONDITIONS

1. An Access Permit must be applied for a minimum of 48 business hours before any work may begin to allow for an inspection check-list and for processing of the permit to occur.
2. The application is to be filled out by the responsible person - contractor/homeowner - doing the work.
3. The contractor and/or the homeowner is responsible for all utility locates and any damage to the area which is accessed. Please call [811](tel:811) a minimum of 48 hours prior to the start of work.
4. This permit is only valid for 15 days and must be re-approved if an extension is needed.
5. All repairs to damaged city property must meet the current City and County of Broomfield Standards and Specifications. The City and County of Broomfield (CCOB) may require repairs to be made by a qualified individual or contractor.
6. If proper repairs are not made within 30 days after project completion, the City and County Broomfield reserves the right to perform the repairs and bill the homeowner.
7. There are no fees for an Access Permit.
8. The attached Access Permit Checklist and Access Permit Conditions are incorporated into this permit.



CITY AND COUNTY OF BROOMFIELD
PARKS, RECREATION, AND OPEN SPACE DEPARTMENT
APPLICATION FOR ACCESS PERMIT

Applicant's name: _____

Address: _____

Location of proposed work: _____

Owner phone number: _____ Work number: _____

E-mail address: _____

Address/location of proposed access point: _____

Purpose for crossing City and County of Broomfield property: _____

List all types of equipment being used for the project to cross CCOB property: _____

Contractor name (if used): _____

Contractor Information:

Address: _____

Phone number: _____ Cell number: _____

E-mail address: _____

City License #: _____ CCOB Building Permit #: _____

Date(s) Permit is needed: _____



CITY AND COUNTY OF BROOMFIELD
PARKS, RECREATION, AND OPEN SPACE DEPARTMENT
APPLICATION FOR ACCESS PERMIT

Pre-approval checklist (CCOB representative)

Items To Check Before Access Is Granted:

CCOB Irrigation Marked? Yes [] No [] Comment: _____

Turf/Landscaping Damage: Yes [] No [] Comment: _____

Concrete Damage: Yes [] No [] Comment: _____

Tree Damage: Yes [] No [] Comment: _____

Fence Damage: Yes [] No [] Comment: _____

Other Damage: Yes [] No [] Comment: _____

Conditions Wet [] Dry [] Yes [] No [] Comment: _____

Pictures Taken: Yes [] No []

811 Contacted by Homeowner/Contractor?: Yes [] No [] Comment: _____

Homeowner/Contractor approval of above issues Yes [] No []

Homeowner Signature _____ Date _____

Comment: _____

ACCESS PERMIT APPROVAL/DENIAL

Access as Described Above Is: Approved [] Denied []

Special Conditions or Comments: _____

Inspected for CCOB By: Signature _____ Date: _____

Title

Valid for 15 days: Expires on: Date: _____



CITY AND COUNTY OF BROOMFIELD
PARKS, RECREATION, AND OPEN SPACE DEPARTMENT
APPLICATION FOR ACCESS PERMIT

Items To Check After Work is Completed (CCOB representative):

CCOB Irrigation Damage? Yes [] No [] Comment: _____

Turf/Landscaping Damage: Yes [] No [] Comment: _____

Concrete Damage: Yes [] No [] Comment: _____

Tree Damage: Yes [] No [] Comment: _____

Fence Damage: Yes [] No [] Comment: _____

Other Damage: Yes [] No [] Comment: _____

Conditions Wet [] Dry [] Yes [] No [] Comment: _____

Pictures Taken: Yes [] No []

Homeowner/Contractor acknowledgment of above issues Yes [] No []

Homeowner Signature _____ Date _____

Comment: _____

Inspected for CCOB By: Signature _____ Date: _____

Title

Comment on area after repairs are completed: _____

RETURN COMPLETED FORMS TO:

City & County of Broomfield, Park Services
3001 W. 124th Avenue
Broomfield, CO 80020

Phone: 303-460-6960

Fax: 303-469-1517

Email pdf: Parks@broomfield.org