



City of Billings  
RIGHT-OF-WAY ACTIVITY  
PERMIT

Please check the type of activity you are applying for:

Parade  Run/Walk/Procession  Street/Alley Closure  Block Party

Submit this application with attachments to either the: Public Works office, 2224 Montana Ave., Billings, MT 59101 or Downtown Billings office, 2815 2nd Ave North, Billings, MT 59101. Application packet should be turned in at least 60 days prior to the date of the proposed event for approval.

PERSON MAKING APPLICATION Mark Jarvis - Park Planner  
ORGANIZATION MAKING APPLICATION City of Billings - Parks & Rec. Dept.  
PHONE 657-8367  
ADDRESS 390 N. 23rd Blqs MT 59101  
EMAIL ADDRESS jarvisma@ci.billings.mt.us

APPROXIMATE TIME EVENT WILL:

Assemble 6:30 am Start 8:30 am Disband 11:30 am

DATE OF EVENT August 13, 2011

PURPOSE/DESCRIPTION OF EVENT: (Description and detail of the event.)

"Dash for Dog Parks" Fun Run 2k & 5k  
2k with dogs 5k no dogs  
Race will start & end at High Sierra Park  
Apprx. 200+ participants and their dogs (leashed)

EVENT ROUTE DESIRED (IF APPLICABLE): (Please attach map.)

See maps and cover letter.

BLOCK PARTY STREET LOCATION (IF APPLICABLE):

CLEAN UP IMPLEMENTATION: (Company contracted or services you will provide)

Parks Dept. will do any clean up.

**CERTIFICATION OF INSURANCE WHICH MUST SHOW:** (1) The limits of liability coverage for the period of this agreement as a minimum of \$750,000 per claim/ \$1.5 million per occurrence general liability, and (2) the City of Billings named on the Certificate of Insurance as the additional insured. (Refer to the sample insurance copy. Please note a certificate of insurance *is not required* for Block Parties)

**NOTICE:** ANY MARKINGS (NO PAINT ALLOWED) TO BE PLACED ON PUBLIC RIGHT-OF-WAY MUST BE APPROVED BY THE CITY TRAFFIC/ENGINEERING DEPARTMENT PRIOR TO PLACEMENT, BE ENVIRONMENTALLY SAFE, AND NOT CONFLICT WITH EXISTING MARKINGS.

**FOR DOWNTOWN EVENTS:** YOU OR THE ORGANIZATION YOU REPRESENT MUST "ASSIGN" THE FIRST TWO BLOCKS OF THE DOWNTOWN EVENT ROUTE FOR NO PARKING TWO HOURS PRIOR TO YOUR EVENT USING THE ROUTE SIGNS PROVIDED BY THE CITY. IT IS YOUR RESPONSIBILITY TO PROVIDE THE APPROPRIATE BARRICADES FOR THE STREET CLOSURE.

IF USING THE ESTABLISHED EVENT ROUTE, THE CITY WILL PROVIDE TWO POLICE OFFICERS WITH VEHICLES TO START THE EVENT, AND A STREET SWEEPER, IF NECESSARY, TO FOLLOW THE EVENT.

**COORDINATOR OF EVENTS AT WHICH ALCOHOL WILL BE CONSUMED IN PUBLIC RIGHT-OF-WAY ARE REQUIRED TO OBTAIN AN OPEN CONTAINER PERMIT FROM THE POLICE DEPARTMENT**

**UPON SIGNING OF THIS APPLICATION, THE APPLICANT AGREES NOT TO VIOLATE ANY STATE OR CITY CODES IN THE PRESENTATION OF THE REQUESTED SPECIAL ACTIVITY.**

In consideration for permission to conduct its activity as requested, applicant agrees to indemnify, defend and hold harmless the City of Billings, its officers, agents, employees and volunteers from damage to property and for injury to or death of any person and from all liability claims, actions or judgments which may arise from the activity.

Applicants also agree to obtain valid "save or hold harmless agreements" from all participants in its activity, protecting the City of Billings from all losses arising out of its activity, including damages of any kind or nature.

APPLICANT SIGNATURE Mike L. Jandt DATE 6-2-11  
APPLICATION APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
APPLICATION DENIED \_\_\_\_\_ DATE \_\_\_\_\_

ADDITIONAL RESTRICTIONS OR SPECIAL CONDITIONS: YES [ ] NO [ ]  
(IF YES, ATTACH COPY)

**FOR CITY USE ONLY**

FEE: \$100.00  
PAID: \_\_\_\_\_  
DATE: \_\_\_\_\_

- COPIES TO:**  
CITY ADMINISTRATOR  
DEPUTY CITY ADMINISTRATOR  
POLICE CHIEF  
FIRE CHIEF  
FIRE MARSHALL  
MET TRANSIT MANAGER  
STREET/TRAFFIC SUPERINTENDANT  
TRAFFIC ENGINEER  
PRPL DIRECTOR  
PARKING SUPERVISOR  
CITY ATTORNEY

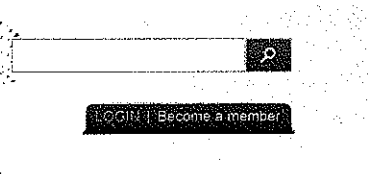
Please call me if you have any questions. Thank you for your assistance.

Sincerely,

A handwritten signature in black ink that reads "Mark L. Jarvis". The signature is written in a cursive style with a large, prominent initial "M".

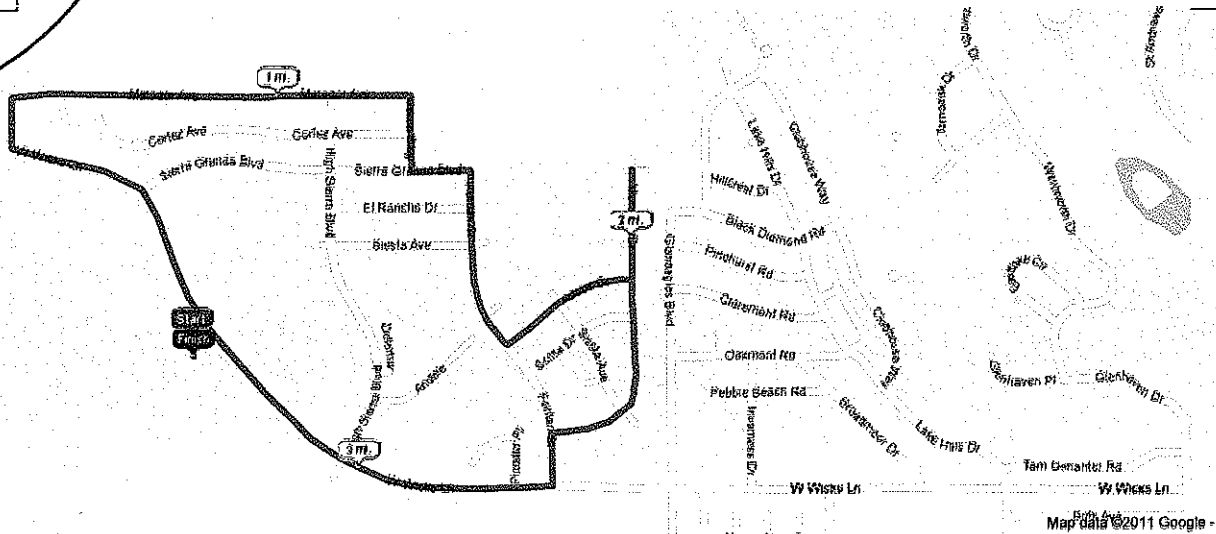
Mark L. Jarvis, ASLA

**"We create community through people, parks, and programs"**



Create a New Route

**Distance:**  
3.98 miles  
5.44 km



Elevation Profile



Total climb: 0 feet / 0 m  
Total elevation change: 0 feet / 0 m







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Course Certification			Event Directors		
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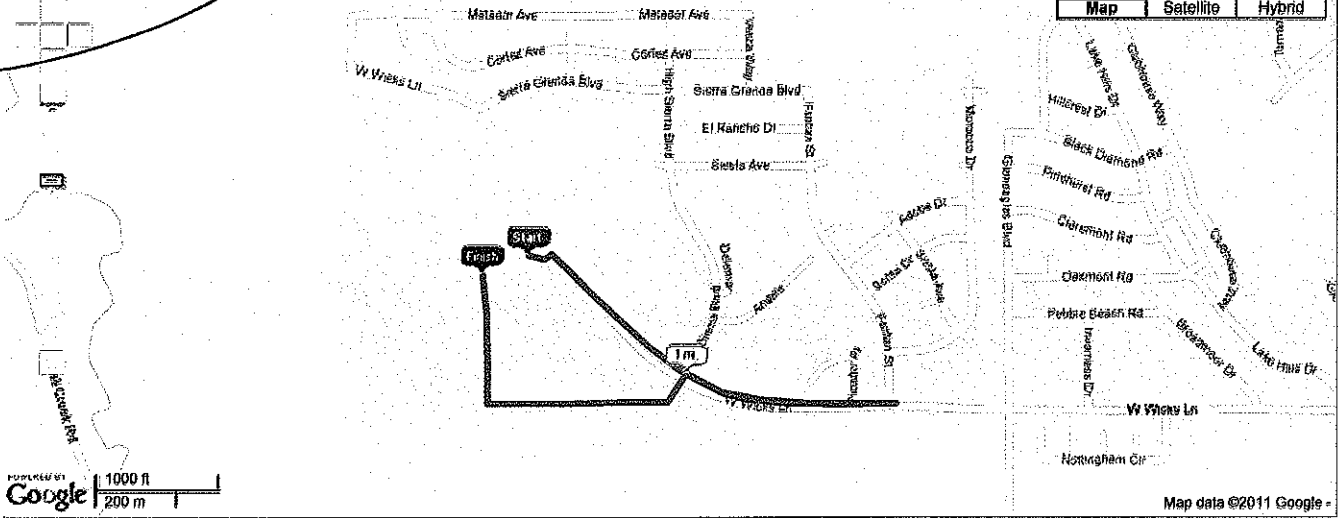
→ 1 plus mile

dog walkers / runners



Create a New Route

Distance:  
1.54 miles  
2.48 km



Elevation Profile

Total climb: 0 feet / 0 m  
Total elevation change: 0 feet / 0 m

NIKE VISA GOLF FITNESS CHIRSHLEY'S

<b>About</b> Associations Bylaws & Regulations Employment & Internships Organizational Directory Annual Report Event Sanctions Memberships Course Certification	<b>News</b> Athlete Blogs Social Media Stats Records Top-Marks Lists Committees Hall of Fame	<b>Sports</b> Track & Field Cross Country Road Running Race Walking Mountain / Ultra / Trail	<b>Groups</b> Youth Athletes Masters Athletes Elite Athletes Athlete Alumni Coaches Officials Athlete Representatives Event Directors Media	<b>Events</b> Search the Calendar Team USA Events National Championships USA Running Circuit Visa Championship Series Television Schedule USATF Annual Meeting	<b>Customer Service</b> Log In Individual Memberships Club Memberships Store Returns & Exchanges Contact Us Privacy & Other Policies
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**City of Billings  
Parks and  
Recreation  
Department**

Mark Jarvis  
Park Planner

June 2, 2011

City of Billings Public Works Department, Engineering Division  
Susan Wellbrook  
2224 Montana Ave.  
Billings, MT 59101

Dear Susan:

The Billings Parks and Recreation Department is sponsoring a Dash For Dog Parks fun run on Saturday August 13, 2011 to help raise funds to develop dog parks in Billings. The race will have 2 categories; a 5 kilometer run (3.1 mile) and 2 Kilometer run (1.24 mile). Please see the attached maps.

The race for both categories will start at High Sierra Park and enter the access road from the park. The 2 Kilometer race will continue down the access road and turn right onto Wicks Lane. It will continue down Wicks Lane, make a turn around at the intersection of Wicks Lane and Fantan St. and continue up Wicks Lane once again. The race will then turn left onto an access road, then turn right into the park and end in the park. The 5 Kilometer race will continue down the access road and turn left onto Wicks Lane. It will continue down Wicks Lane and turn right on Matador Ave. The race will continue down Matador Ave and make a series of turns, a right onto Vesca Way, a left onto Sierra Granda Blvd., and a right onto Fantan St. It will continue down Fantan St., turn left onto Adobe Dr., and again turn left onto Morocco Dr. The race will continue north on Morocco Dr. to the intersection of Morocco Dr. and Sierra Granda where it will turn around and continue south on Morocco Dr. It will turn left onto Fantan St. and turn right on Wicks Lane. The race will follow Wicks Lane and finally turn left on the park access road where the race will end in the park.

Runners will gather at High Sierra Park and the 5 kilometer race will begin at 8:30 a.m. and the 2 kilometer race will start at 8:45 a.m. We anticipate the race to be completed before 10:00 a.m.

Barricades will be placed at the following intersections: the access road to High Sierra Park and Wicks Lane, Matador Ave. and Cortez Ave., Matador Ave. and Del Mar St., Matador Ave. and High Sierra Blvd., Vesca Way and Cortez Ave., Vesca Way and Sierra Granda Blvd., Fantan St. and El Rancho Dr., Fantan St. and Siesta Ave., Fantan St. and Adobe Dr., Fantan St. and Morocco Dr., Fantan St. and Wicks Lane, and Wicks Lane and High Sierra Blvd. The barricades are two to three feet wide so the intersections will not be completely blocked. Course guards will be stationed at most of the intersections along the race route. Course Guards will allow traffic through intersections when there is a sufficient gap between runners to allow traffic to pass without endangering runners.

390 North 23rd Street  
Billings, MT 59101

Phone: (406) 657-8367  
Fax: (406) 247-8641  
Website: [www.prpl.info](http://www.prpl.info)

**“We create community through people, parks, and programs”**