



Event Parking Checklist

Our Community Development Department has created this checklist to make the application process for an Event Parking Permit as seamless as possible for you. Kyndal Sagers, our Zoning Administrator, is your main point of contact at ksagers@springdale.utah.gov or (435) 522-4130. Additionally, other departments may review the application to ensure compliance with the Town Code. The checklist below is everything you will need to include in your application to ensure that it is a complete application.

Application Process

Application for an event parking permit is made online through the Town's permit application portal. You can access the event parking permit application through this [link](#). You will need the following information to make an application. Please gather this information before making an application.

Point of Contact Information

This is the applicant's information, including first and last name, telephone number, and contact email. The contact email listed will be the email we will use to communicate with.

Event Information

Event Name

Brief description of all locations where on-street parking will be required

Description of Event

Number of participants (including guests, hosts, service staff, event promoters, vendors, performers, etc.)

Event Site Plan

Map showing parking

Commercial or Public On-Street Events

Large commercial or public events that take place within the public right-of-way and that will have the effect of limiting or preventing access to and utilization of on-street parking areas must purchase an event permit for the parking impacted by the event. Event examples include parades and races.

Is this a commercial or public on-street event?

On-Street Parking for Commercial or Public Events

Commercial or public events that will generate a large amount of parking demand may purchase on-street parking for event participants. Event examples include music festivals, craft fairs, etc. The fee for the event permit is determined in the same manner as for commercial or public on-street events. If an event permit is purchased for an area of on-street parking then the Town will not enforce paid parking requirements in that area. The event organizer is responsible for informing event participants where to park. The Town assumes no responsibility to ensure only event participants are parked in the event permit area.

Is this permit for on-street parking for commercial or public events?

Fee Waiver (if applicable)

Are you a Non-Profit Organization whose primary mission is to benefit the residents of Springdale, Zion National Park, or the Zion Canyon Community?

Is the event open to the public without charge?

If applicable, attach documentation for the non-profit status