

FINAL REGULATIONS – CHAPTER P-7 - PASSES, PERMITS AND REGISTRATIONS

ARTICLE I - GENERAL PROVISIONS AND FEES RELATING TO PASSES, PERMITS AND REGISTRATIONS

SPECIAL ACTIVITIES

703 - SPECIAL ACTIVITIES REQUIRING PERMITS

1. “Special activities” means ~~those noncommercial~~ events or activities which have the potential for an adverse impact on park values or health, safety or welfare of park visitors or which may otherwise require special planning/scheduling for proper management. Special activities shall require prior approval in the form of a special-activities permit. Applications thereof generally shall be made to the Park Manager or Operational Manager at least ninety (90) days prior to the event or activity. Such application must be accompanied by the appropriate application filing fee. This requirement for an application to be filed ninety days prior to an event will be waived in rare circumstances where arrangements can be made in a shorter time without putting undue administrative burden on the Park Manager or Operational Manager, or when no special arrangements are necessary. The Park Manager may impose additional items, conditions and charges in connection with the permit as reasonably necessary to offset the administrative burden, costs or risks associated with the proposed activities. The Park Manager may retain third party consultants to evaluate the potential adverse impacts of the proposed activity and develop appropriate strategies to offset or mitigate such risks. The applicant shall be notified if the Park Manager decides to retain a consultant, shall be given the opportunity to provide input concerning consultant selection and scope of work. The applicant shall be responsible for the actual costs associated with this consultant review.

2. The decision of whether to approve special activity permits will be made by the Park Manager or Operational Manager when it is determined that the special activities will not involve the use of a park or recreation area by a group of persons totaling more than the park or recreation area's established carrying capacity. Otherwise, the Regional Manager shall make the decision of whether to approve the permits. The decision of whether to approve special activities permits will be based on the impact on park values and/or the health, safety and welfare of park visitors and other affected persons, and also will be based on:
 - a. The nature of the park or recreation area and the types of recreational opportunities/resources it is intended to provide the public
 - b. The carrying capacity of the facility or facilities to be utilized during the special activity compared to:
 - (1) The total number of park visitors (including participants and spectators in the special activity) expected to utilize such facilities; and
 - (2) The total number of vehicles, vessels or persons expected to participate in or be attracted to such activities.
 - c. The extent to which the special activity will contribute to the variety of outdoor recreational opportunities available to the people of this state and its visitors.

- d. The extent to which the activity places an administrative burden on the staff of the park area.
3. Whenever it is determined that any special activity will involve the use of a park or recreation area by a group of persons totaling more than the park's or recreation area's established carrying capacity a thirty day written public comment period and a public meeting shall be required prior to the granting of a permit. The Park Manager or Operational Manager shall publish notice of both the written comment period and the meeting at least once in a newspaper of general circulation in the county or counties wherein said park or recreation area is located. The meeting shall be conducted by the Division representative responsible for the permit issuance decision and shall be held either at the park or recreation area, or within a county in which the park or recreation area is located. Such public meeting is not intended to be an adjudicatory licensing hearing under the provisions of the Colorado Administrative Procedures Act, but only as an opportunity for public comment.
4. ~~Every decision respecting the grant, denial, revocation, suspension, annulment, limitation or modification of a special activity permit is subject to § 24-4-104, C.R.S. An application for a permit shall be acted upon promptly, and the applicant shall be notified immediately after the taking of action on the application. If the application is denied, the applicant shall be notified in writing within five working days of such action. Such written notification shall include the basis for the denial. The applicant may submit a written appeal of a denial to the Division Director within sixty days of receipt of the denial, requesting a hearing pursuant to section 24-4-104(9), C.R.S., if the date of the proposed special activity is to occur within the sixty day appeal period, then the applicant shall submit any written appeal as soon as practicable so as to allow a reasonable time for the Director to act upon the appeal. Absent special circumstances justifying a later submittal and depending upon the nature of the proposed special activity and the amount of preparation required on the part of the Division for such activity, generally an appeal submitted less than twenty-five days prior to the proposed special activity will be deemed untimely.~~
5. Upon written request, the Division shall waive the requirement for a parks pass for those vehicles when all the occupants are entering state recreation areas and state parks for the purpose of administering permitted special activities and not for the purpose of their own recreation.
6. For special activities where the Division representative responsible for the permit issuance decision determines it will be a greater administrative ease for the Division to administer the activity, an alternative fee of \$4.00 per person per day may be charged for admission of persons attending or participating in the special activity. This permission shall apply only to groups of twenty or more persons.
7. Nothing in this regulation impairs the specific authority of the Commission pursuant to 33-10-107(1)(d) C.R.S. to enter into cooperative agreements for the development and promotion of Division programs, or the general authority of the Commission pursuant to 33-10-106 C.R.S. to manage all state recreation areas and state parks for both commercial and noncommercial purposes. The authority granted to park managers and regional managers is intended to allow them to address events of limited and local impact, and is specifically intended to coexist with, and not to exclude, the Commission's statutory authorities.

CAMPGROUND USE PERMITS

704 - CAMPGROUND USE PERMITS AND GROUP CAMPGROUND USE PERMITS

1. No person shall camp in designated campgrounds or use any campground facilities of any park or recreation area unless such use is by authority of a valid campground-use permit issued by the Colorado Parks and Wildlife.

2. In order to obtain a campground-use permit, a member of the camping party must be present with the camping unit, ready to make immediate occupancy of the campsite, or a reservation must be made through the approved campsite reservation system. Except as follows, no person may reserve or hold a campsite for another party by purchasing a campground-use permit for an additional site:
 - a. A primary occupant must be identified for each campsite reserved. The primary occupant identified at the time of making the reservation is responsible for any fees, damages or law enforcement issues that arise from the occupants of the site.
 - b. If an individual or organization wishes to reserve a campsite or group of campsites without identifying a primary occupant, the individual making the reservation is the responsible party for any damages or law enforcement issues that arise from the occupants of the site or sites.
3. Possession of a valid campground-use permit visibly displayed at a place provided at each campsite shall authorize a single camping unit (tent, camper, etc.) occupied by a single family unit, or a maximum of six (6) persons to camp in a campsite for a single night until 12:00 P.M. (noon) the following day, unless the camping permit was purchased before 5:00 A.M., in which case it expires at noon the day of purchase. No person shall remove a valid campground-use permit or reservation card from the place provided for display prior to the expiration of such permit or card and/or occupy any campsite displaying such a permit or card or otherwise posted as already occupied by another party in accordance with these regulations.
4. A valid vehicle or individual pass, as required by regulations # 700 and # 701 respectively, shall be required for each motor vehicle for each night of camping.
5. Definitions as used in these regulations, unless the context requires otherwise:
 - a. "Full-Hookup Campground" means those with highly developed facilities. Individual campsites will be designated and include a high-use pad with table, grill and/or fire ring and individual pressurized water, sewer and/or electrical connections. Flush toilets, lavatory and shower facilities, and trash receptacles will be available. Grocery store, food-service facilities, sanitary dump station, laundry facilities, or other developed amenities may be available.
 - b. "Electrical Campground" means those with fairly developed facilities. Individual campsites will be designated and include a high-use pad, picnic table, grill and/or fire ring and individual electrical connections.
 - c. "Basic Campground" includes those campgrounds providing basic facilities and improvements. Individual campsites shall be designated and include a table, grill and/or fire ring.
 - d. "Primitive Campground" includes those campgrounds where only limited facilities or improvements are provided. Individual campsites may not be designated and may not include individual tables, grills or fire rings. Centrally located vault toilets and trash receptacles may be provided; however, drinking water generally will not be available.
 - e. "Camping/To Camp" means either:
 - (1) To occupy a campsite; or

- (2) To erect or use a tent or shelter of natural or man-made material, the placing or use of a sleeping bag or other bedding material, the parking of a motor vehicle, motor home, travel trailer, or any combination for the apparent purpose of occupancy overnight or use outside regular park use hours (5:00 A.M. to 10:00 P.M.) or as posted.

f. "Camping Unit" is defined as one of the following:

- (1) Two tents and a passenger vehicle; or
- (2) One tent plus one motor home (Class A, B, C), motor vehicle, vehicle, trailer, slide-in truck camper, pop-up camper/trailer, boat, or other equipment of any description manufactured and/or used for the purposes of overnight occupancy.
- (3) A camping unit may include additional tents only in a campsite with a tent pad; provided the tents are contained on the pad and other camping unit and camping group limits are observed.
- (4) One passenger vehicle in addition to the above descriptions is authorized only if available parking space exists.

g. "Passenger Vehicle" means a motor vehicle not designed or used for overnight occupancy.

6. The cancellation fee for group camping reservations at all group camping sites in the system shall be equal to the amount of the first night's fee if the cancellation is made within fourteen days of the first reserved date.

705 - ASPEN LEAF ANNUAL PASSHOLDERS

1. A resident of this state who is sixty-four years of age or older may obtain an Aspen Leaf annual pass. The fee for an Aspen Leaf annual pass is identified in regulation #708.
2. The Aspen Leaf annual pass holder must own in whole or in part any vehicle with a Colorado vehicle registration to which the Aspen Leaf annual pass is affixed and used to enter a state recreation area or state park area. Additional passes may be purchased pursuant to regulation #708(1)(d)(1).
3. Current Aspen Leaf Lifetime pass holders may obtain an annual Aspen Leaf Lifetime free pass for a single vehicle the holder owns in whole or in part for the lifetime of the pass holder and provided the pass holder is a resident of Colorado. The annual Aspen Leaf Lifetime Free Pass shall be affixed to such vehicle owned by the pass holder. Additional passes may be purchased pursuant to regulation #708(1)(d)(1).

706 - GROUP PICNIC AREA PERMITS

1. No person shall use any facility of any group picnic area unless such use is by authority of a valid permit issued by the Division.
2. All permits and reservations must be received in advance. The group picnic area cancellation fee for all group picnic sites within the system shall be equal to 25% of the base fee if the cancellation is made more than fourteen days prior to the reserved date. If the cancellation is made within fourteen days of the reserved date, then the cancellation fee shall be 100% of the base fee.

3. Definitions as used in these regulations, unless the context requires otherwise:
 - a. "Class A – Deluxe Group Picnic Area" means those with highly developed facilities. The picnic area will be designated and include a covered shelter, picnic tables, a grill, and electrical connections. Restroom facilities, trash receptacles, water and lighting will be available.
 - b. "Class B – Improved Group Picnic Area" means those with fairly developed facilities. The picnic area will be designated and include picnic tables and a grill. Trash receptacles and water will be available.
 - c. "Class C – Basic Group Picnic Area" means those providing basic facilities. The picnic area will be designated and include picnic tables and a grill. Sanitary facilities shall generally consist of vault-type toilets.

707 - VACANT

708 - PASS AND PERMIT FEE SCHEDULE

1. The fees for the types of vehicle passes issued by the Division are as follows.
 - a. Aspen leaf annual pass.....\$70.00
 - b. Annual affixed vehicle pass.....\$80.00
 - c. State parks annual transferable pass\$120.00
 - d. Each additional annual affixed vehicle pass for noncommercial vehicles.....\$40.00
 - (1) Each additional Aspen Leaf vehicle pass for noncommercial vehicles.....\$35.00
 - e. Each replacement annual affixed vehicle pass.....\$5.00
 - f. Each replacement state parks annual transferable vehicle pass\$60.00
 - g. Each daily vehicle pass (exceptions follow).....\$9.00
 - (1) At Cherry Creek, Chatfield, and Boyd Lake State Recreation Areas, and Eldorado Canyon State Parks.....\$10.00
 - h. Each daily vehicle pass for a passenger van or bus operated by a commercial business:
 - (1) carrying up to fifteen passengers.....\$10.00
 - (2) carrying sixteen to thirty passengers.....\$40.00
 - (3) carrying more than thirty passengers.....\$50.00
2. The fees for the types of individual passes issued by the Division are as follows. Eligibility requirements are stated in regulation # 701.
 - a. Columbine or Centennial annual pass.....\$14.00

- b. Each replacement Columbine or Centennial annual pass.....\$5.00
 - c. Individual daily passes (applies to persons sixteen years of age or older) for Barr Lake, Crawford, Colorado State Forest, Eldorado Canyon, Elkhead Reservoir, Harvey Gap, Highline Lake, James M. Robb - Colorado River, Lory, Pearl Lake, Rifle Gap, Rifle Falls, Stagecoach, Steamboat Lake, Sweitzer Lake, Sylvan Lake, Trinidad Lake, Vega and Yampa River State Parks and Arkansas Headwaters Recreation Area.....\$4.00
3. The fees associated with special activities, as provided for in regulation # 703 are:
- a. Special activity alternate individual fee (applies to groups of twenty or more people in size).....\$4.00
 - b. Special activity application filing fee.....\$30.00
 - c. Arkansas Headwaters Recreation Area special activity application filing fees:
 - 1. Standard.....\$30.00
 - 2. Commercial boating.....\$400.00
 - 3. Other commercial activities, such as walk and wade fishing, shuttle services, imaging, vendor services, hiking, mountain biking and rock climbing.....\$250.00
4. The fees for the type of campground-use permits issued by the Division are as follows. Campground classes are defined in regulation # 704. These fees do not include any applicable accommodations tax.
- a. Campground-use permit for "Full Hookup Campgrounds"\$41.00/night
 - b. Campground-use permit for "Electrical Campgrounds"\$36.00/night
 - c. Campground-use permit for "Basic Campgrounds"\$28.00/night
 - d. Campground-use permit for "Primitive Campgrounds"\$18.00/night
5. The fees for reduced rate Aspen Leaf and senior Columbine, Centennial, Blue Spruce or Volunteer park pass campground-use permits issued by the Division are as follows. Eligibility requirements are stated in regulation # 701, # 705 and # 712. Reduced rates are offered all days of the year when the campground is open, except weekends and holidays. These fees do not include any applicable accommodations tax.
- a. Campground-use permit for "Full Hookup Campgrounds"\$38.00/night
 - b. Campground-use permit for "Electrical Campgrounds"\$33.00/night
 - c. Campground-use permit for "Basic Campgrounds"\$25.00/night
 - d. Campground-use permit for "Primitive Campgrounds"\$15.00/night
6. The fees for types of campground-use areas are as follows. Campground classes are defined in regulation # 704. These fees do not include any applicable accommodations tax.

- a. In group camp areas of "Full Hookup Campgrounds," the fee shall be \$41.00 per night per campsite assigned to such group area.
 - b. In group camp areas of "Electrical Campgrounds," the fee shall be \$36.00 per night per campsite assigned to such group area.
 - c. In group camp areas of "Basic Campgrounds," the fee shall be \$28.00 per night per campsite assigned to such group area.
 - d. In group camp areas of "Primitive Campgrounds," the fee shall be \$18.00 per night per campsite assigned to such group area.
7. The fees for types of cabins and yurts are as follows. These fees do not include any applicable accommodations tax:
- a. For small cabins and yurts that may accommodate a maximum of six people:
 - (1) Standard.....\$90.00/night
 - (2) Premium.....\$120.00/night
 - b. For large cabins and yurts that may accommodate seven or more people:
 - (1) Standard.....\$120.00/night
 - (2) Premium two bedroom.....\$150.00/night
 - (3) Premium three bedroom.....\$190.00/night
 - (4) Premium four bedroom.....\$250.00/night
 - (5) Each additional premium bedroom over four bedrooms.....\$60.00/night
 - c. For Mueller State Park Cabins and Harmsen Ranch at Golden Gate Canyon State Park:
 - (1) Premium two bedroom.....\$150.00/night
 - (2) Premium three bedroom.....\$210.00/night
 - (3) Premium four bedroom.....\$270.00/night
 - d. The maximum occupancy shall be posted in each cabin and yurt.
 - e. There shall be an additional fee of \$10.00/night for pets where pets are allowed. For barn and corral facilities, there shall be a boarding fee of \$10.00/animal/night.
 - f. Premium facilities contain showers and flush toilets.
8. The fees associated with the reservation system for phone or internet sales are as follows:
- a. Each reservation change or cancellation.....\$6.00/each

- (1) For cancellations made fourteen days or more prior to the beginning date of the reservation, the cancellation fee will be charged.
 - (2) For cancellations made less than fourteen days prior to the beginning date of the reservation, the cancellation fee will be charged as well as the first night's camping fee.
- b. On-park facility reservation fee.....\$10.00/facility
- (1) For group camping areas, group picnic areas, and event facilities, the cancellation fees shall be as described in regulations # 704, # 706, and # 708, respectively.
9. The group picnic area permit fees for the permits issued by the Division are as follows. Group picnic area classes are defined in regulation # 706.
- a. Permit for "Class A - Deluxe Group Picnic Area"\$150.00
 - b. Permit for "Class B - Improved Group Picnic Area"\$100.00
 - c. Permit for "Class C - Basic Group Picnic Area"\$50.00
10. Event facility permit fees are as follows.
- a. For Bridge Canyon Overlook and Pikes Peak Amphitheater at Castlewood Canyon State Park, Prairie Falcon Amphitheater at Cheyenne Mountain State Park, Panorama Point at Golden Gate Canyon State Park, Soldier Canyon Shelter at Lory State Park, and Lyons Overlook at Roxborough State Park:
 - (1) Monday through Friday.....\$150.00/2 HOURS
 - (2) Saturday and Sunday.....\$300.00/2 HOURS
 - b. For event facilities numbers 1 and 3 at Castlewood Canyon State Park and Timber Event Facility at Lory State Park:
 - (1) Monday through Friday.....\$100.00
 - (2) Saturday and Sunday.....\$150.00
 - c. For event facility number 2 at Castlewood Canyon State Park, Fountain Valley Overlook at Roxborough State Park and South Eltuck Event Facility at Lory State Park:
 - (1) Monday through Friday.....\$75.00
 - (2) Saturday and Sunday.....\$125.00
 - d. For the Red Barn at Golden Gate Canyon State Park:
 - (1) Monday through Friday.....\$150.00
 - (2) Saturday and Sunday.....\$200.00
 - e. For Mariner Point at Boyd Lake State Park:

- (1) Monday through Friday.....\$90.00
 - (2) Saturday, Sunday, and holidays.....\$180.00
- f. For Prairie Skipper event facility at Cheyenne Mountain State Park:
- (1) Monday through Friday\$150.00/DAY
 - (2) Saturday and Sunday.....\$200.00/DAY
- g. For PA-CO-CHU-PUK event facilities at Ridgway State Park:
- (1) Single event shelter A or B:
 - (a) Monday through Thursday.....\$125.00 plus \$10 non-refundable reservation fee/DAY
 - (b) Friday through Sunday and holidays\$190.00 plus \$10 non-refundable reservation fee/DAY
- h. For Overlook event facility at Ridgway State Park:
- (1) Monday through Thursday.....\$190 plus \$10 non-refundable reservation fee/ 4 HOURS
 - (2) Friday through Sunday and holidays....\$240 plus \$10 non-refundable reservation fee/ 4 HOURS
- i. Conference and/or meeting rooms.....\$100.00/DAY
- j. Cancellation fees for event facility reservations are equal to 25% of the base fee if the cancellation is made more than fourteen days prior to the reserved date. If a cancellation is made within fourteen days prior to the event, the cancellation fee shall be 100% of the total event permit fee.
- k. The maximum occupancy and hours of operation shall be posted at each event facility.
11. The fees associated with dog off leash areas at Chatfield State Park and Cherry Creek State Park, as provided for in regulation # 100 are:
- a. Dog off-leash annual pass.....\$25.00
 - b. Dog off-leash daily pass.....\$3.00
12. The fee associated with the mandatory youth education course for motorboat operators...\$15.00
13. The fees associated with the Cheyenne Mountain State Park Field/3D Archery Range are as follows:
- a. Daily individual archery range permit.....\$3.00
 - b. Annual individual archery range permit.....\$30.00
14. The fees associated with the Cameo Shooting and Education Complex are as follows:

- a. Individual passes:
 - (1) Individual day use pass (single day)\$12.00
 - (2) Individual day use pass (5 consecutive days)\$48.00
 - (3) Individual day use pass (10 consecutive days)\$84.00
 - (4) Individual annual pass\$150.00
 - (5) Individual three-year pass\$400.00

- b. Youth (ages 7-17) individual passes:
 - (1) Youth individual day use pass (single day)\$3.00
 - (2) Youth individual day use pass (5 consecutive days) \$12.00
 - (3) Youth individual day use pass (10 consecutive days).....\$21.00
 - (4) Youth individual annual pass \$50.00

- c. Two adult (Buddy) passes:
 - (1) Two adult day use passes (single day)\$20.00
 - (2) Two adult day use passes (5 consecutive days)\$80.00
 - (3) Two adult day use passes (10 consecutive days)\$140.00
 - (4) Both adult passes must be used on the same day(s).

- d. Family passes (Two adults and all children (ages 7-17) that live at the same address):
 - (1) Family annual pass\$300.00
 - (2) Family three-year pass\$600.00

- e. Group day use passes:
 - (1) Day use passes for 10 to 19 individuals\$9.00/person
 - (2) Day use passes for 20 to 29 individuals\$7.00/person
 - (3) Day use passes for 30 or more individuals\$3.00/person

- f. Corporate passes:
 - (1) Annual corporate pass (10 unassigned passes per day) ...\$3,000.00

- g. All annual passes for the Cameo Shooting and Education Complex are valid 365 days from the date of purchase.

15. It is unlawful for any person to transfer, sell, or assign any pass or permit issued by the Division, including special activity permits, campground use permits, and group picnic area permits, unless otherwise permitted by these regulations.

AS APPROVED - 04/30/2020
Basis and Purpose
Chapter P-7 - Passes, Permits and Registrations

Basis and Purpose:

Expanding the Division's ability to issue Special Activity Permits to commercial users

Previous regulations in #703(1) authorized only noncommercial permits. There was a lack of regulatory authority to issue special activities permits for commercial events and activities. This resulted in Park Managers relying on agreements or contracts to authorize the event and unnecessarily exposing CPW to claims by the organizer of the event. Changes to #703(1) and #100(C)(10)(c) would enable Park Managers to issue a permit regardless of whether the activity was commercial or noncommercial in nature. The proposed changes also ensure consistency between the permit appeal process and the State Administrative Procedures Act and include a filing fee schedule for the Arkansas Headwaters Recreation Area.

The statements of basis and purpose for these regulations can be obtained from the Colorado Division of Parks and Wildlife, Office of the Regulations Manager by emailing Krista Heiner at krista.heiner@state.co.us. The statements of basis and purpose are not available at the Division of Parks and Wildlife headquarters due to the closure of these facilities to the public in light of the COVID-19 pandemic and Executive Orders D 2020 017 and D 2020 024.

The primary statutory authority for these regulations can be found in § 24-4-103, C.R.S., and the state Parks Act, §§ 33-10-101 to 33-33-113, C.R.S., and specifically including, but not limited to: §§ 33-10-106 and 33-10-107, C.R.S.

EFFECTIVE DATE - THESE REGULATIONS SHALL BECOME EFFECTIVE JUNE 30, 2020 AND SHALL REMAIN IN FULL FORCE AND EFFECT UNTIL REPEALED, AMENDED OR SUPERSEDED.

APPROVED AND ADOPTED BY THE PARKS AND WILDLIFE COMMISSION OF THE STATE OF COLORADO THIS 30TH DAY OF APRIL, 2020.

APPROVED:
Michelle Zimmerman
Chair

ATTEST:
James Vigil
Secretary