



# PROCEDURE

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**PROCEDURE NO:** 605•1

**PAGE:** 1 of 2

**TITLE:** Boulevard Use Permit  
Commercial Sales Events

**APPROVAL DATE:** April 21, 2003

**POLICY:** 605, Boulevard Use - Permitting

**REVISION DATE:** January 18, 2021

**SECTION:** Lands, Roads and Buildings

**RESPONSIBLE**

**DEPARTMENT:** Infrastructure & Economic Development - Planning & Development

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**The following procedures shall occur when considering an Application for a “Boulevard Use Permit - Commercial Sales Event”:**

1. Boulevard Use Permit Application shall be accepted, receipted and reviewed by Development Permitting. The monies received are to be deposited in the Boulevard Rehabilitation Trust Account.
2. Upon receipt of the application Development Permitting staff will inspect the site prior to and after each use. Development Permitting staff will ascertain site conditions and note any pre-existing damage prior to use. Upon completion of the event/use a follow-up inspection will be conducted in order to determine if any damage occurred to the site as a result of the event.
3. In circumstances whereby Environment Canada forecasts significant amounts of precipitation (greater than 25mm/day) during the event or prolonged precipitation has occurred 72 hours prior to the event, the City has the right to postpone the event upon 72 hours notice to the applicant.
4. A Development Permitting representative will also meet with the Applicant after the event to determine any damage which may have been caused during the event.
5. Upon review of the application and pre-event inspection by Development Permitting the Application shall be forwarded to the Infrastructure & Economic Development Director or their designate for final approval.
6. The Infrastructure & Economic Development Director will apply appropriate conditions to the Boulevard Use Permit - Commercial Sales Event.

7. A copy of the permit shall be forwarded to Grande Prairie Enforcement Services, and where applicable, to Provincial Transportation Department.
8. The City will not issue Boulevard Use Permits for more than four (4) commercial events per year.
9. The maximum length of time for Commercial Sales Event shall not exceed 72 hours. The City will consider up to 24 hours prior to the sales event to allow the applicant to set up and an additional 24 hours to remove items from the boulevard.
10. Enforcement of the conditions of a permit issued shall be pursuant to the [Use of Public Lands Bylaw C-1078](#).