



CITY AND COUNTY OF DENVER

DEPARTMENT OF TRANSPORTATION & INFRASTRUCTURE

Development Engineering Services

DOTI Permit Operations
The permit office at the Wastewater
Building is closed to walk-in service.
Phone: (303) 446-3759

dotipermitoperations@denvergov.org
www.denvergov.org/dotipermits

DENVER
THE MILE HIGH CITY

Right-of-Way (ROW) Parking Permit Entrance Requirements

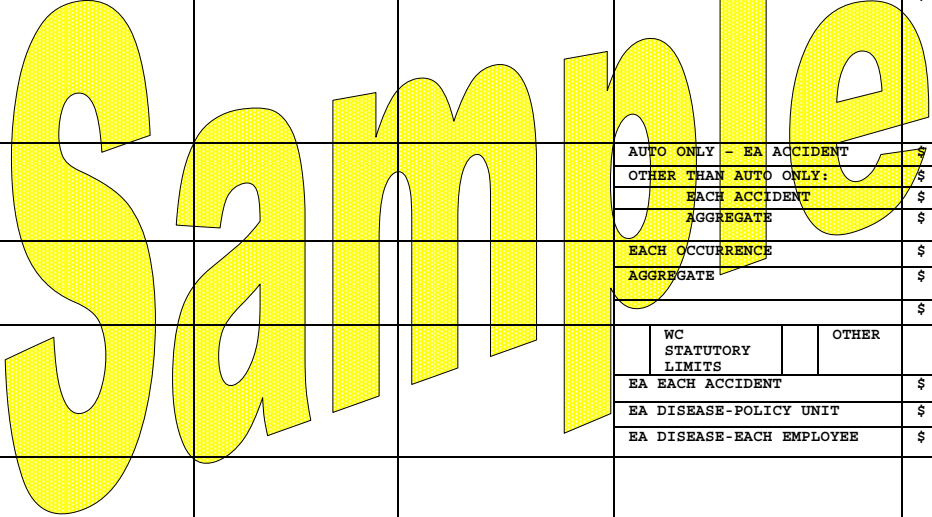
Authority:	<ul style="list-style-type: none"> ✚ Revised Municipal Code, Chapter 49, Article XIV, Division 2, Vehicle Parking. ✚ Rules & Regulations, <i>Issuance of Permits by the City Traffic Engineer</i>, Section 3, Permit Issuance.
Purpose of Ordinance:	<ul style="list-style-type: none"> ✚ To allow occupancy of an approved off-street area in the public right-of-way for parking of vehicles.
Document Date:	<ul style="list-style-type: none"> ✚ September 27, 2022
Permit Types:	<ul style="list-style-type: none"> ✚ Public Occupancy Revocable Parking Permit
Permit Dates:	<ul style="list-style-type: none"> ✚ Right-of-Way (ROW) Parking term is 01/01/YY – 12/31/YY.
Customer Interface:	<ul style="list-style-type: none"> ✚ Most communication between the City and the Customer will be through DOTI Permit Operations and Traffic Engineering Services.
Affiliated Departments & Agencies, and Roles:	<ul style="list-style-type: none"> ✚ Traffic Engineering Services 720-865-3150; please call for new applications only. ✚ Parking Management 720-913-1720; this department issues citations for non-compliance.
Certificate of Insurance:	<ul style="list-style-type: none"> ✚ Pursuant to the Denver Revised Municipal Code, Customer must submit a Certificate of Insurance to DOTI Permit Operations providing coverage for all occupancy in the public right-of-way for the duration of the permit. Specific coverage should include, but is not limited to, as stated below. Permits will not be issued without Certificate of Insurance ✚ The City and County of Denver must be listed as Additional Insured; see example attached. ✚ The City and County of Denver must also be listed as Certificate Holder. ✚ In the event of policy cancellation, the issuing insurance company must mail written notice to certificate holder a minimum of thirty (30) days in advance.
Considerations:	<ul style="list-style-type: none"> ✚ A detailed drawing of the site must be submitted showing street, sidewalk, and proposed parking spots with exact measurements. ✚ Parking permit type is available for renewal permits only. Permits are non-transferable. New applications are generally not accepted; however, applications will be evaluated on a case-by-case basis by DOTI Traffic Engineering Services. ✚ A sign is to be placed on adjacent building required and issued by DOTI Permit Operations. The permit sign must be installed and visible from the street and properly updated. The current year decal must be visible indicating payment of current fees. ✚ The permittee assumes responsibility of maintaining parking area, marking parking spaces, and maintaining proper liability insurance. ✚ It is necessary to outline parking spaces with a white paint line that is 5 inches wide and outlines each 8.5 feet by 17.5 feet parking space. Line must also be set back at least 2 feet from curb line. ✚ A minimum of 5 feet walking surface must be maintained.
Approval Process:	<ul style="list-style-type: none"> ✚ Application goes to the Traffic Engineer for approval. Allow a minimum of 7 business days for review.
Fees:	<ul style="list-style-type: none"> ✚ \$100.00 per space per year or \$1.50 per square foot per year. Pricing structure will be determined by the City & County of Denver.

Certificate Number:

PRODUCER	CERTIFICATE OF INSURANCE
	This Certificate is issued as a matter of information only and confers no rights upon the certificate holder other than those provided in the policy. This certificate does not amend, extend or alter the coverage afforded by the policies described herein.
INSURED	COMPANIES AFFORDING COVERAGE
	COMPANY A
	COMPANY B
	COMPANY C
	COMPANY D

COVERAGES This certificate supersedes and replaces any previously issued certificate. This is to certify that policies of insurance described herein have been issued to the insured named herein for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which the certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all the terms, conditions and exclusions of such policies. Limits shown may have been reduced by paid claims.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> OWNERS & CONTRACTORS PROT <input type="checkbox"/> _____ <input type="checkbox"/> _____				GENERAL AGGREGATE	\$
					PRODUCTS - COMP/OP AGG	\$
					PERSONAL & ADV INJURY	\$
					EACH OCCURRENCE	\$
					FIRE DAMAGE (Any one Fire)	\$
					MED EXP (Any one person)	\$
					COMBINED SINGLE LIMIT	\$
					BODILY INJURY (per person)	\$
					BODILY INJURY (per accident)	\$
					PROPERTY DAMAGE	\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/> _____				AUTO ONLY - EA ACCIDENT	\$
					OTHER THAN AUTO ONLY:	\$
					EACH ACCIDENT	\$
					AGGREGATE	\$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> _____ <input type="checkbox"/> _____				EACH OCCURRENCE	\$
					AGGREGATE	\$
	EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM					\$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL				WC STATUTORY LIMITS	OTHER
					EA EACH ACCIDENT	\$
					EA DISEASE-POLICY UNIT	\$
					EA DISEASE-EACH EMPLOYEE	\$
	OTHER					



DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLE/SPECIAL ITEMS (LIMITS MAY BE SUBJECT TO DEDUCTIBLES OR RETENSIONS)
Additional Insured: The City and County of Denver, its officers, officials, and employees.

CERTIFICATE HOLDER City and County of Denver DOTI Permit Operations 2000 West Third Avenue Denver, CO 80223	CANCELLATION Should any of the policies described herein be cancelled before the expiration date thereof the insurer affording coverage will mail 30 days written notice to the certificate holder named herein, But failure to mail such notice shall impose no obligation or liability of any kind upon the insurer, its agents or representatives.
	Agents Signature