

# FAQ: Special Event Permits on our Watershed Lands

## What is considered a special event?

- Any event that would require the applicant to conduct pre-event planning, need material resources (e.g. trail markings, port-a-lets), arrange for special accommodations or coordinate with Colorado Springs Utilities and other agencies for the event to occur.
- Such events may include, but are not limited to, organized foot or bicycle races, group horse rides, group nature/birding walks, fishing derbies, garbage cleanups, or trail maintenance.
- Special event permits are only issued if the activity or project provides a direct, tangible benefit to the community.

## Is there a fee for a special event permit?

We do not charge a fee for the permit. Permits requested through other agencies may incur a fee.

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## QUESTIONS?

[eventrequest@csu.org](mailto:eventrequest@csu.org)

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## How do I apply for a permit?

- Complete the application form on our web site.
- Submit your questions and/or completed application to [eventrequest@csu.org](mailto:eventrequest@csu.org) for review. Please allow at least six (6) weeks for us to review.

## Where are Colorado Springs Utilities' watershed lands?

North Slope Recreation Area, Northfield Watershed, Longs Ranch and Rosemont Reservoir are the areas for which special event requests will be reviewed. See the map link at [csu.org/Pages/SpecialEvents.aspx](https://www.csu.org/Pages/SpecialEvents.aspx).

## I would like to plan a special event, but I have questions about trails and access.

### Can I contact you to discuss?

Anyone interested in holding a special event may request a phone consultation. Please email your request and contact information to [eventrequest@csu.org](mailto:eventrequest@csu.org)

## I have a special permit from the U.S. Forest Service and the City of Colorado Springs for my event. Do I also need a permit from Colorado Springs Utilities?

A permit is needed if the event would occur on our watershed lands, pass through our watershed lands, or would use our watershed lands for event logistics, such as staging.

## May I use a drone on watershed lands?

No, the launching and use of a drone on our managed properties is prohibited.

## I would like to get married at one of your reservoirs - can I get a permit?

No, we do not issue permits for weddings. Please contact the City of Colorado Springs Office of Special Events (contact information below) for their guidelines and available areas.

## Are events that have been permitted in the past "grandfathered in" and allowed to continue without a permit?

No, all special events must have a permit and are only approved for the years they are issued.

## What other agencies should I contact for a permit for my special event?

- City of Colorado Springs Office of Special Events, (719) 385-5940, [events@coloradosprings.gov](mailto:events@coloradosprings.gov)
- City of Manitou Springs, (719) 685-5481, <https://www.manitouspringsgov.com/324/Facility-Rentals>
- El Paso County, (719) 520-7529, [Parks@elpasoco.com](mailto:Parks@elpasoco.com)
- US Forest Service Pikes Peak Ranger District, (719) 636-1602, <https://www.fs.usda.gov/main/psicc/home>