



VEHICLE ACCESS WITHIN ALL CITY OWNED PARKS & OPEN SPACES

PLEASE NOTE: As of May 7, 2018 – Council has approved an amendment to the *Recreation Facilities and Public Parks Bylaw No. 13 of 2018* that will allow for traffic enforcement within our parks system. Police and Bylaw services will have the ability to immobilize or seize vehicles found to be trespassing unlawfully during posted park hours of operation, at times when the park is closed to the public, or in any City owned green space. This Bylaw will be ***strictly enforced*** throughout the year.

We value our parks and green spaces including the time and energy put into maintaining them and the costs associated with operating them. We want to ensure that the areas are available, in great condition and enjoyable for everyone.

The Community Services Department does **not** allow any ***'Unauthorized Vehicles'***, into any of our parks or green spaces without acquiring written consent ahead of time. The only exception being, that of City vehicles and staff who are there to perform and provide service.

If you require vehicle access you will be responsible to communicate with Community Services ahead of time to make arrangements. We request a minimum two-weeks notice so a timely review and response can be provided; and all applications can be submitted to the Community Services Department on the 3rd Floor of City Hall either in person or by email to csd@citypa.com.

Approval for vehicle access is dependant on many factors, and is provided on a case-by-case basis for a set timeline. Please note that not all requests will be granted even if similar access requests have been granted in the past.

Once access has been approved, you will be provided with a copy of the City signed application which will include any additional instructions as to where that vehicle will be allowed to travel and how long that vehicle is allowed to remain in the park. Please ensure that a copy of the approved application is kept on your person while accessing the park and/or green space to provide as proof of approval if required.

We would like to thank you for helping us in keeping our parks green and in great shape as well as accessible to all users.

The Community Services Department
City of Prince Albert



VEHICLE ACCESS APPLICATION

DATE(S) OF ACCESS: _____ TIME(S) OF ACCESS: _____

LOCATION(S) OF ACCESS: _____

REASON FOR ACCESS: _____

APPLICANT INFORMATION

APPLICANT NAME(S): _____

COMPANY NAME (IF APPLICABLE): _____

MAILING ADDRESS: _____

EMAIL: _____ PHONE NUMBER: _____

**By signing this document, I am confirming that I have read the provided information and agree to the access terms set out by the Community Services Department. I understand that any, and all, damages incurred to park space or trail in relation to this request, including repair costs, will be the sole responsibility of the Applicant.*

SIGNATURE OF APPLICANT: _____ DATE: _____

VEHICLE(S) INFORMATION

OPERATOR NAME: _____ PHONE NUMBER: _____

VEHICLE MAKE, MODEL & COLOR: _____ PLATE NUMBER: _____

OPERATOR NAME: _____ PHONE NUMBER: _____

VEHICLE MAKE/MODEL & COLOR: _____ PLATE NUMBER: _____

FOR OFFICE USE ONLY

REQUEST APPROVED: YES / NO DATE OF APPROVAL: _____

ACCESS INSTRUCTIONS: _____

SIGNATURE OF PARKS MANAGER OR DESIGNATE