GRIMES COUNTY
RIGHT-OF-WAY
PERMIT
REQUEST FORM

DATE_____________________

**If your event will have 25 or more entries (see definition on Exhibit A) you must complete a Right-of-Way Application**

(PRINT CLEARLY)

Organization Name: _________________________________________________________________

Type of Event: Trail Ride: ______ Bicycle Ride: ______ Bicycle Race: ______ Other: ______

Address of organizer: _________________________________________________________________

City: _____________________________________State: _________________ Zip: _______________

Representative/Promoter for organization:

Name: ________________________________________________________________Title:____________

Address: __________________________________________________________________________

City: _____________________________________State: _________________ Zip:  ________________

Phone Number: _________________________ Cell:________________________________________

Email: ________________________________________________________________________

Individual(s) Name (partnerships must list all partners; additional pages shall be attached as needed to this page.

I

Contact Information

1. This SHALL be the person who will be on SCENE with the event and in charge.

Contact Person:_______________________________________________________________

Title: _________________________________________________________________________

Address: ____________________________________________________________________

City: _____________________________________State: _________________ Zip:  _________
Phone Number: _____________________________ Cell #: _____________________________

Email: _______________________________________________________________________

Emergency Phone Number: _______________________________________________________________________

2. This SHALL be the BACKUP person who will be on SCENE with the event and who will be second in charge.

Contact Person: _______________________________________________________________________

Title: _____________________________________________________________________________

Address: _______________________________________________________________________

City: __________________________ State: __________ Zip: __________

Phone Number: ___________________________ Cell #: _____________________________

Email: _______________________________________________________________________

Emergency Phone Number: __________________________

II

Texas Mass Gatherings Act

Texas Mass Gatherings Act: will this event require a Mass Gathering Permit as required by Health and Safety Code, Title 9. Safety, Subtitle A. Public Safety, Chapter 751. Mass Gatherings?

Yes ______ No_______

Please contact the Grimes County Emergency Management Services Coordinator for assistance. If a permit is required, contact the County Judge’s office for a Mass Gathering Application which should be completed and attached.

III

Property Owner Information

1. Starting Point:

Property Owner: _______________________________________________________________________

Address: _______________________________________________________________________

City: __________________________ State: __________ Zip: __________

Phone Number: ___________________________ Cell #: _____________________________

Email: _______________________________________________________________________

Tax Appraisal R Number: _______________________________________________________________________

2. Ending Point:

Property Owner: _______________________________________________________________________

Address: _______________________________________________________________________

2
City: _____________________________________  State: _________________  Zip: ____________  
Phone Number: ____________________________  Cell #: ____________________________
Email: ____________________________________________________________________  
Tax Appraisal R Number: ______________________________________________________

3. GPS Coordinates of Starting/Ending Points.

Start:
: ______________________________________________________ North
: ______________________________________________________ West

End:  
: ______________________________________________________ North
: ______________________________________________________ West

NOTE: As the property owner, I agree that any Law Enforcement personnel may enter my property at any
time to enforce any and all provisions of this permit or for any other lawful entrance.

By: ______________________________________________________   Date: __________________

Print
By: ______________________________________________________   Title: __________________

Signature

IV

Time and Route

1. The event will have a start date of:

Month ______________  Day __________  Year __________  Time: ____________________________

2. The event will have an end date of:

Month ______________  Day __________  Year __________  Time: ____________________________

3. The planned route will affect these Grimes County Roads, State of Texas Roads, and US Highways at
the approximate times stated below. It is noted that all entries must abide by Local, State, and Federal laws
(including traffic laws).

<table>
<thead>
<tr>
<th>Road Name</th>
<th>Time</th>
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</table>
Applicant must attach (5) printed maps that outline the planned route.

V
Entries

1. Estimated number of entries that will be involved must be listed below. If number of entries exceeds the estimate provided below, **the event shall be terminated immediately**.
   
   a. Number of riders

   b. Number of animal drawn vehicles—must meet Texas Traffic Code to Operate on a public roadway:

   c. Number of Vehicles—

      trucks
      Trailers
      Cars
      Others (explain)
      Others (explain)
      Others (explain)
      Others (explain)

**NOTE:**

-No person may ride in the bed of a pickup truck or trailer under the age of 18 years old.

-No person may ride in/on a trailer on a public roadway unless participating in a parade/hayride, as provided by the Texas Transportation Code.

-ATV i.e. 4 wheelers, side by sides, golf carts or any other type of off road vehicles are not allowed on public roads unless they are in compliance with State Laws.

2. Number of ATV’s (in compliance with state law):

VI. Participants/Attendees

1. Estimated number of participants, attendees, vendors, and staff that will be involved: 

   If number of participants/attendees, vendors, and staff exceeds the estimate provided above, **the event shall be terminated immediately**.
2. Please describe how the number of participants/attendees, vendors, and staff will be controlled (as not to exceed the estimated number above).

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

VI
Activity Agenda

1. A description of the planned activity is as follows:
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

2. Will this be private or public event? Private

__________Public__________

3. Will live band/bands be provided? Yes _______No_______
If yes, attach the band name(s) and contact information to this page.

4. Will a DJ/DJ’s be provided: Yes _______No_______
If yes, attach the DJ/DJ’s name(s) and contact information to this page.

5. Will this event have any amplified sound? Yes _______No_______

(a) If a Right-of-Way permit is approved, the applicant must cooperate with the Grimes County Sheriff’s Office and other County personnel to monitor noise levels. Unreasonable noise may result in a violation of §42.01, Penal Code, Disorderly Conduct.

(b) Amplified sound in the County Right-of-Way is prohibited after 10:00 p.m.

(c) Start time for music on each day of the event: ________________________________
(d) End time for music on each day of the event: ________________________________

Note: If more space is needed, attach to this page.

6. Will there be a charge (admission, registration fee, meal fee, etc.) to participants or attendees?

Yes _____ No_______

If yes describe below:
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

7. Will there be publicity encouraging attendance, or advertising, for this event:

Yes _____ No_______

a. If yes, attach twelve(12) copies of all the publicity e.g. flyers, documents, posters, Facebook pages, website, etc. prior to the submission of this Permit Request Form.

b. If different/revised publicity, e.g. flyers, documents, posters, Facebook pages, website or the like is distributed/used/published after the date this Permit Request Form is submitted, it must be PRESENTED TO Grimes County. The changes must be sent to the Emergency Management Services Coordinator at the place below:

Grimes County Emergency Management Services Coordinator

Attn: Dave Lilly

Mail: P.O. Box 593, Anderson, TX 77830

Phone # (936) 873-4404   Cell #: (979) 204-4592

E-mail: dave.lilly@grimescountytexas.gov

VIII
Concessions

Will Concessions be available during this event?  YES ____ NO_______

1. Food:  YES ____ NO_______
   a. Provided with entry fee (giveaway)  YES ____ NO_______
   b. Available to purchase   YES ____ NO_______

2. Non-alcoholic beverages:  YES ____ NO_______
a. Provided with entry fee (giveaway) YES ____ NO ______
b. Available to purchase YES ____ NO ______

3. Alcoholic beverages: YES ____ NO ______
   a. Provided with entry fee (giveaway) YES ____ NO ______
   b. Available to purchase YES ____ NO ______
   c. Will minors (under 21 years) be attending this event YES ____ NO ______

If yes, explain how you will prohibit minors from obtaining/consuming alcohol.

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

If you answered yes to # 3, attach to this page a copy of your TABC Permit.

4. Concessionaire (Name): ___________________________________________________________
   Address: ________________________________________________________________________
   City: ___________________________________ State: _________________ Zip:  ______________
   Contact Person:______________________________________________
   Phone #: ________________________________ Cell:______________________________
   E-mail:_______________________________________________________________________

   a. Provide the above information for ALL concessionaires and attach to this page.

   b. All food concessionaires must have a current STATE Food Establishment Permit issued by
      the Texas Department of State Health Services. A copy of the current inspection permit issued by
      the Texas Department of State Health Services must be attached to this page.

IX

Emergency Action Plan

Please provide an Emergency Action Plan (EAP) below. Describe your plan if a life-threatening emergency
should occur. This plan must list a “given location” for reporting, or a meeting place to report an incident,
emergency, or make complaints. This must include the entire time the event is occurring. Additional sheets
 can be attached to this page.
1. I hereby acknowledge Grimes County may require traffic escorts at our event. If traffic escorts are needed, it will be my responsibility to arrange those traffic escorts (traffic escorts as defined by this form are off duty peace officers certified by the State of Texas). The Grimes County Sheriff’s Office (GCSO) will determine the number of paid traffic escorts required for this event based on the estimated attendance/entries. Traffic escorts must be approved by the Grimes County Sheriff’s Office before the event.

   a. Number of Traffic Escorts as determined by GCSO: ____________

      Traffic Escort Entity: _________________________________________________________
      Address: ___________________________________________________________________
      Contact person: ____________________________ Title: ____________________________
      Phone #: ____________________________ Cell phone #: ____________________________
      E-mail: ___________________________________________________________________

   b. Head of Traffic Escort who will be on scene:

      Name of Person: ____________________________ Title: ____________________________
      Address: ___________________________________________________________________
      Phone #: ____________________________ Cell phone #: ____________________________
      E-mail: ___________________________________________________________________
A copy of the above-mentioned contract must be attached to this page along with a copy of the proposed traffic control plan.

c. Approved by Grimes County Sheriff Office:

By: _____________________________________________________ Date: __________

Print

By: ___________________________________________________ Title: __________

Signature

XI

Coggins Papers

All equine must have current Coggins tests before they will be allowed to participate at the event. The Coggins papers will be checked by the Texas Animal Health Commission.

Please see Texas Administrative Code Section 49.1 for more information.

XII

Applicant

Acknowledgement

Initial each of the following:

1. I have reviewed this Grimes County Right-of-Way Permit Request Form and I agree that I will abide by all the terms and conditions should this Permit Request Form be approved by the Grimes County Commissioners Court.

   YES ____   NO ______

2. I hereby acknowledge that all information on this Permit Request Form is true to the best of my knowledge and that I will follow all the rules and regulations as set out in this Permit Request Form, and any and all local, state, and federal laws. I further hereby acknowledge that if I provided incorrect information on any documents requested, this request will be denied and the Permit Request Form is terminated, and application fees will not be refunded.

   YES ____   NO ______

3. I also understand that all permits, required forms, and approvals must be submitted along with this application and approved by Grimes County Commissioners Court at least 90 days prior to the date of the event.

   YES ____   NO ______

4. I also understand that as the promoter of this event, I accept any/all liability as it relates to any property damage or injuries that occur during this event.

   YES ____   NO ______

5. I acknowledge that I understand that if any criminal activities occur at my event or if I am in violation of this permit at any time, the permit can be revoked, and the event will be immediately terminated by any Texas Peace Officer and everyone will be required to vacate the event and there will be no refund of any money.

   YES ____   NO ______
XIII
Section Headings

Headings and titles at the beginning of the provisions of this Permit Request Form have been included only to make it easier and more convenient to locate the subject matter covered by that part, section or subsection and shall not be used in interpreting or construing this Permit Request Form.

XIV
Governing Law

The validity and interpretation of any of the terms and provisions of this Permit Request Form or of the rights and duties of the parties hereunder shall be governed by the laws of the State of Texas. The venue for any cause of action arising out of this Permit Request Form and/or the permit shall be in Grimes County Texas.

XV
Severability

In the event that any one or more of the provisions contained in this Permit Request Form shall be held, for any reason, to be invalid, illegal, or unenforceable in any respect, by a Court of competent jurisdiction, such invalidity, illegality, or enforceability shall not affect any other provision of this Permit Request Form and this Permit Request Form shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

XVI
Gender and Number

Words of any gender in this Permit Request Form shall be construed to include any other gender; and words in either number shall be construed to include the other, unless the context in this Permit Request Form clearly requires otherwise.

XVII
Permit Fee

A fee of $100 will be collected and deposited in Grimes County’s account before any work will be performed in conjunction with the approval of this Permit Request Form. This fee is non-refundable.

a. Date paid: ______________________________________

b. Received by: ______________________________________

XVIII
Amendment/Modification

Any amendment or modification to the terms of this Permit Request Form or any Exhibit attached hereto shall be in writing, shall be dated subsequent to the date of this Rules Permit Form, shall be approved by the Grimes County Commissioners Court and shall be signed by each party to this Permit Request Form. No officer, agent, employee or representative of Applicant has any authority to amend or modify the terms of this Permit Request Form or any Exhibit attached hereto, unless expressly granted that authority by the Grimes County Commissioners Court.

XIX
Administrator

Grimes County Commissioners Court in session on the _____________day of _________________, 20____ has appointed Grimes County Emergency Management Services Coordinator as the Administrator for this type of permit.
All correspondence pertaining to this Permit Request Form shall be directed to:

Grimes County Emergency Management Services Coordinator

Attn: Dave Lilly

Mail: P.O. Box 593, Anderson, TX 77830

Phone # (936) 873-4404          Cell #: (979) 204-4592

E-mail: dave.lilly@grimescountytexas.gov

XX

Signature of Applicant

Representative/Individuals (person named in paragraph I.1.)

By: ___________________________________________          Date: __________________

*By:____________________________________________ Title:____________________________________

Signature

Mailing Address:______________________________________________________________

City ___________________ State _______ Zip ____________

Phone #: ___________________ Cell #: ___________________

E-mail: ____________________________________________

NOTARY REQUIRED

STATE OF TEXAS    )

COUNTY OF ________ )

I __________________________________________, do hereby solemnly swear, under penalty of perjury, that all information provided herein is true and correct.

______________________________

Signature of Applicant

Sworn to and Subscribed before me ________________________, Notary Public in and for the State of Texas this _____ day of __________________, _________(year).

______________________________

Commission Expiration: __________

Representative/Individuals (Person named in paragraph I.2.)

By: ___________________________________________          Date: __________________

*By:____________________________________________ Title:____________________________________

Signature
Mailing Address:______________________________________________________________________
City _________________________________________State____________Zip____________________
Phone #: _________________________________Cell #:______________________________________
E-mail:______________________________________________________________________________

NOTARY REQUIRED

STATE OF TEXAS  )
COUNTY OF _________)

I _______________________________ do hereby solemnly swear, under penalty of perjury, that all
information provided herein is true and correct.

Signature of Applicant

Sworn to and Subscribed before me _____________________________, Notary Public in and for the State
of Texas this _____ day of ____________________, _________(year).

Commission Expiration: _______________

*By signing this request form, we agree to comply with the restrictions set out in this permit and all
laws of the State of Texas.

XXII
Signatures of Officials

Approved By:
GRIMES COUNTY SHERIFF’S OFFICE
By: _________________________________________________________ Date: __________________
Print
By: _________________________________________________________ Signature
Title: _________________________________________ Phone #:______________________________
E-mail:______________________________________________________________________________

Note: Signature also required on page #9 for Traffic Escort.

Acknowledged By:
CHI ST. JOSEPH
By: _________________________________________________________ Date: __________________
Print
By: _________________________________________________________
Grimes County Commissioners Court Action

On this the ______________day of ______________________ 20___, the Grimes County Commissioners Court hereby voted to:

________ APPROVED; PERMIT GRANTED

________ DENY; PERMIT NOT GRANTED

This request for a permit for a Right of Way Permit. This action is recorded in the minutes of the meeting of the same date as this action.

X______________________________
County Judge
Exhibit A
Definitions

1. Animal and Animal-Drawn Vehicles as defined by Texas Transportation Code 542.003 as follows:
   A person riding an animal on a roadway or operating a vehicle drawn by an animal on a roadway
   has the rights and duties applicable to the operator of a vehicle under this subtitle, except a right
   or duty that by its nature cannot apply to a person riding an animal or operating a vehicle drawn by
   an animal.
2. Bicycle is defined as any bicycle, unicycle, tricycle, skate board, roller skates or any form of human
   or mechanical power vehicle.
3. Bicycle Ride/Race is defined as the same as event.
4. Entry/Entries is defined as any wagon, cart, buggy, trailer, animal, bicycle, vehicle or any wheeled
   device. All entries must meet and obey all local, state and federal laws, including but not limited to
   person or persons participating in, attending, watching, working for the event.
5. Entry Fee is defined as a gate fee, admission fee, entrance fee, admission charge.
6. Event is defined as a thing that happens, a planned or unplanned public or social occasion which
   has a gathering of people for the purpose of, but not limited to, a trail ride, parade, camp out, bicycle
   ride, bicycle race or rally, ceremony, party, recreational gathering, meet, adventure, competition,
   contest, occasion, celebration, or get together.
7. Permit Request Form is defined as an Event Request Form.
8. Person is defined as an individual, group of individuals, firm, corporation, partnership, or
   association.
9. Participants is defined as the same as attendee, partygoer, observer, watcher, viewer, vendor,
   staff, spectator, or participant.
10. Promote is defined as to organize, manage, finance, or hold an event.
11. Promoter is defined as a person who promotes, finances, oversees, manages, controls, supervises,
    directs, or organizes an event and/or a mass gathering.
12. Ride is defined as the same as event.
13. Race is defined as the same as event.
14. Security Personnel as defined by this form is off duty peace officers certified by the State of Texas.
15. Traffic as defined by Texas Transportation Code Section 541.301 are pedestrians, ridden or herded
    animals, and conveyances, including vehicles and streetcars, singly or together while using a
    highway for the purposes of travel.
16. Traffic Escort as defined by this form is off duty peace officers certified by the State of Texas.
17. Trail ride is defined as a function where two (2) or more are gathered together to ride animals such
    as horse.
18. Vehicle is defined as any device or form of a device with a wheel or wheels that will move under its
    own power, and/or assisted by any form of auxiliary power can be animal, human, or natural (such
    as, but not limited to solar, wind), or any other form of mechanical power.
19. GSCO is defined as the Grimes County Sheriff’s Office.