



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

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- Completed applications must be received at least 90 days prior to the event. Incomplete applications or applications received less than 90 days before the event may not be considered.
 - This application is to be used to attain approval for road events utilizing municipal roads within Foothills County, and/or to make certain that the County has no objection to the use of provincial highways for an event (a requirement of the province).
 - This application is for road events only. Special events that are to be held on lands located within the municipality may need to acquire a special events permit. This may include pre or post celebrations associated with your road event. Please contact planning@foothillscountyab.ca to find out if you need a require a special events permit.
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PART 1 – CONTACT DETAILS

Name of Group / Organization: Calgary Crankmasters Cycling Club

Mailing Address: Address 1 _____

Address 2 _____

City _____ Province _____ Postal Code _____

Email Address: _____

Event Coordinator Contact information:

Contact Person: Norm Smith Title: Organizer

Phone: _____

Email: _____

On-Site Contact Information:

Contact Person: Peter Heinemeyer Title: Commissaire

Phone: _____

Email: _____



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PART 2 - EVENT DETAILS

Name of event: Granary Road Hill Climb

Dates for event: June 10, 2026

Times for event: From: 6:30 pm To: 8:30 pm

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

1119 Drive W

Provincial highways required for the event:

None

Staging (pre and post event) and rest stop / aid station locations (please list all):

No staging required. No aid stations or rest stops.

***Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**



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Describe the nature and objectives of event:

Uphill cycling Time Trial.

Is this a repeat event? If so, please provide dates of previous events:

Yes, was held last year on June 4th, 2025

Projected number of people involved in this event:

Participants: 25 Spectators: 0 Volunteers: 4

How will these individuals be identified:

Riders have number tag on bike or jersey.
Volunteers wear hi-viz vests

The remaining information under this part may be provided on separate pages and attached to this application if required.

Provide details on how the event will be operated along municipal roads and highways:

Riders will adhere to the rules of the road and remain single file riding in the shoulder



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Provide details on what efforts will be taken to limit impacts of the event to local motorists and residents along the proposed routes:

No parking is permitted along the route. We respect the local community and do our best to limit our impact on local traffic. This is a 2 hour, after work event, with a relatively low participant count. Most riders will ride to and from the event from their home.

Provide details on what efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators and volunteers:

Event has a dedicated qualified first-aid volunteer, with their own vehicle.
All volunteers carry a radio and exchange cell phone numbers.
Signage will indicate "Cycling Event in Progress"
If necessary, corners will be swept of debris.

Provide details on any rest stops or aid stations that will be set up along the route, including details on the set-up and procedures for participants to safely attend these stops:

Due to the shortness of the event, none of these items are required.

What assistance (mechanical & medical) will be provided to the participants when it is required:

Event has a dedicated qualified first-aid volunteer, with their own vehicle.
All volunteers are issued with a map to the closest hospital



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Will traffic control be required? If so, provide details of the traffic control plan that will be implemented:

None Required

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

Contact Person: _____ Title: _____

Phone: _____ Cell: _____

Email: _____

Will escort or patrol vehicles be utilized during the event? Provide details of the escort or patrol vehicles including identification of the vehicles and their function along the route:

None Required

Will an enhanced policing agreement with the RCMP be required as part of your event?

None Required



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Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

Yes, an ERP is attached
All volunteers will be issued with a copy

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Peter Heinemeyer Title: Commissaire

Phone:

Email:

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

At the commencement of the event, all participants and volunteers will be instructed on the rules and regulations and safety aspects of the event.

All volunteers will carry a copy of the ERP
All volunteers carry a radio and exchange cell phone numbers.



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PART3 - CHECKLIST

- Completed Application
- Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
- Copies of all Rules and Regulations that will be provided to participants, spectators and volunteers (if applicable) and will be imposed during the event
- Copy of the traffic control plan that will be implemented during the event (if applicable)
- Copy of the emergency response plan that will be developed for the event (if applicable)