



CLOSE TO EVERYTHING,

Unlike Anything™

TEMPORARY USE PERMIT OUTDOOR FITNESS OPERATIONS

To assist with the allowance of Outdoor Fitness Classes in Phase 3 of Governor Pritzker's Restore IL Plan, the City of Elmhurst is allowing local brick and mortar fitness providers the opportunity to conduct classes on a set/regular schedule on City owned properties at no cost. All State Guidelines for Operations in Phase 3 must be followed or permit is subject to revocation.

Hours of Outdoor Fitness Operations: 5:30 a.m. – 8:30 p.m.

(Hours are subject to review and approval – some areas may have time restrictions)

*****PLEASE PRINT*****

APPLICANT INFORMATION

Fitness Provider Owner/Operator Information:

Business Name: _____

Address: _____

Phone Number: _____ Cell Phone: _____

E-Mail: _____

Contact Last Name: _____ Contact First Name: _____

Emergency Contact Person _____ Cell Phone _____

Signature of Applicant: _____ Date: _____

Property Owner Information (if different from above):

Property Owner Last Name: _____ First Name: _____

Property Owner Address: _____

City: _____ State: _____ Zip _____

Phone Number: _____ Cell Phone: _____

E-Mail: _____

Emergency Contact Person _____ Cell Phone _____

OPERATION INFORMATION

Requested Property Uses:

City Owned Property: _____ Private Property: _____

Do you need a grass area, hard surface, or both? _____

Please note that use of benches or other permanent structures at properties is strictly prohibited.

Will additional equipment be brought on site: Yes ___ No ___

Will you be using an audio system: Yes ___ No ___

- **Hours for amplified audio: 9:00 a.m. – 8:30 p.m.**

If the answer is yes to any answer above, please provide additional details in narrative description of event.

LOCATIONS & TIME OPTIONS
(For City Owned Property Requests Only)

Please rank your top 3 locations. Assignment of your selected location(s) is subject to review and approval. We cannot guarantee assignment of your selected location. Grassy areas reserved for low impact activities to minimize damage to grass and sod. *If you have identified a City owned property that is not listed herein that you would like considered for use, please identify and staff will review. Unless otherwise listed on this form – all parks are under the jurisdiction of the Elmhurst Park District and not subject to use approval by City staff. (See attached map)*

Number	Address	Description	Rank
1	258 N. York	Plaza at Elmhurst 255	
2	209 N. York	City Hall Fountain Area	
3	209 N. York	City Hall Parking Lot (weekends only)	
4	125 E. First St.	Elmhurst Police Plaza (Grass Areas)	
5	125 E. First St.	Elmhurst Police Plaza (Circular Seating Area)	
6	120 E. Park	Elmhurst History Museum North Lawn	
7	110 Cottage Hill	Green Space in front of Library/behind Post Office	
8	Vallette & Division	City parking lot	
9	Spring & Prairie Path	City parking lot	
10	682-684 S. Washington	Washington Street Stormwater Area 1	
11	Emroy & Third	Former Hospital Site Green Space	
12	142 E. Park Ave	Glos Memorial Park (City owned park)	
13	Madison & Stratford	Kiwanis Park (City owned park)	

Please rank your top 5 days and times. We cannot guarantee assignment of selected times – staff will work with applicants to create equitable opportunities for all. *Time blocks include set-up and clean-up time.*

	5:30am-8:30am	8:30am-11:30am	11:30am-2:30pm	2:30pm-5:30pm	5:30pm-8:30pm
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					

PRIVATE PROPERTY REQUESTS – See Additional Requirements

ADDITIONAL REQUIREMENTS

Must be submitted with application. Application will not be considered without the submittal of the following items.

1. **Site Plan** that illustrates the proposed layout subject to review and approval. **Site Plan must include the following:**
 - Plan for parking
 - Any changes to ingress/egress of parking lots if applicable
 - How many parking spaces are being eliminated if applicable
 - Evidence of safety measures/barriers in parking lots/spaces if applicable (Applicants are responsible for any fencing or materials necessary to designate the area)
2. **Description:** Attach brief narrative description of outdoor fitness class operations including on-site equipment
3. **Insurance:** Attach evidence of general liability insurance with limits of not less than \$1,000,000 listing the City of Elmhurst as Certificate Holder if requesting City property use
4. **Hold Harmless:** Attach signed Hold Harmless Agreement indemnifying the City of Elmhurst if requesting City property use (Exhibit A)
5. **Permissions:** Attach signed letter(s) of permission from property owner of any Private Property location requests

ADDITIONAL OPERATIONAL PROCEDURES

- All State of Illinois Phase 3 Outdoor Fitness Class Operation Guidelines Must Be Followed
- All Areas must be cleaned/cleared of debris at end of service daily

Applications may be emailed to: Erin Jason at erin.jason@elmhurst.org or submitted in the City Hall drop-box attention Erin Jason. Applications are subject to review and approval and will be reviewed on a first come first served basis during business hours Monday - Friday.

**CITY OF ELMHURST INDEMNITY CLAUSE HOLD HARMLESS AGREEMENT
OUTDOOR FITNESS CLASSES**

“To the fullest extent permitted by law, _____ agrees to
Name of Contractor/Vendor/Facility User
defend, pay on behalf of, indemnify, and hold harmless the City of Elmhurst,
its elected and appointed officials, its agents, employees and volunteers and others
working on behalf of the City of Elmhurst against any and all claims, demands,
suits, or loss, including all costs connected therewith, and for any damages which
may be asserted, claimed or recovered against or from the City of Elmhurst,
its elected and appointed officials, its agents, employees, volunteers or
others working on behalf of the City of Elmhurst by reason of personal injury,
including bodily injury or death and/or property damage, including loss of use
thereof, which arises out of or is in any way connected or associated with this
Agreement.

By:

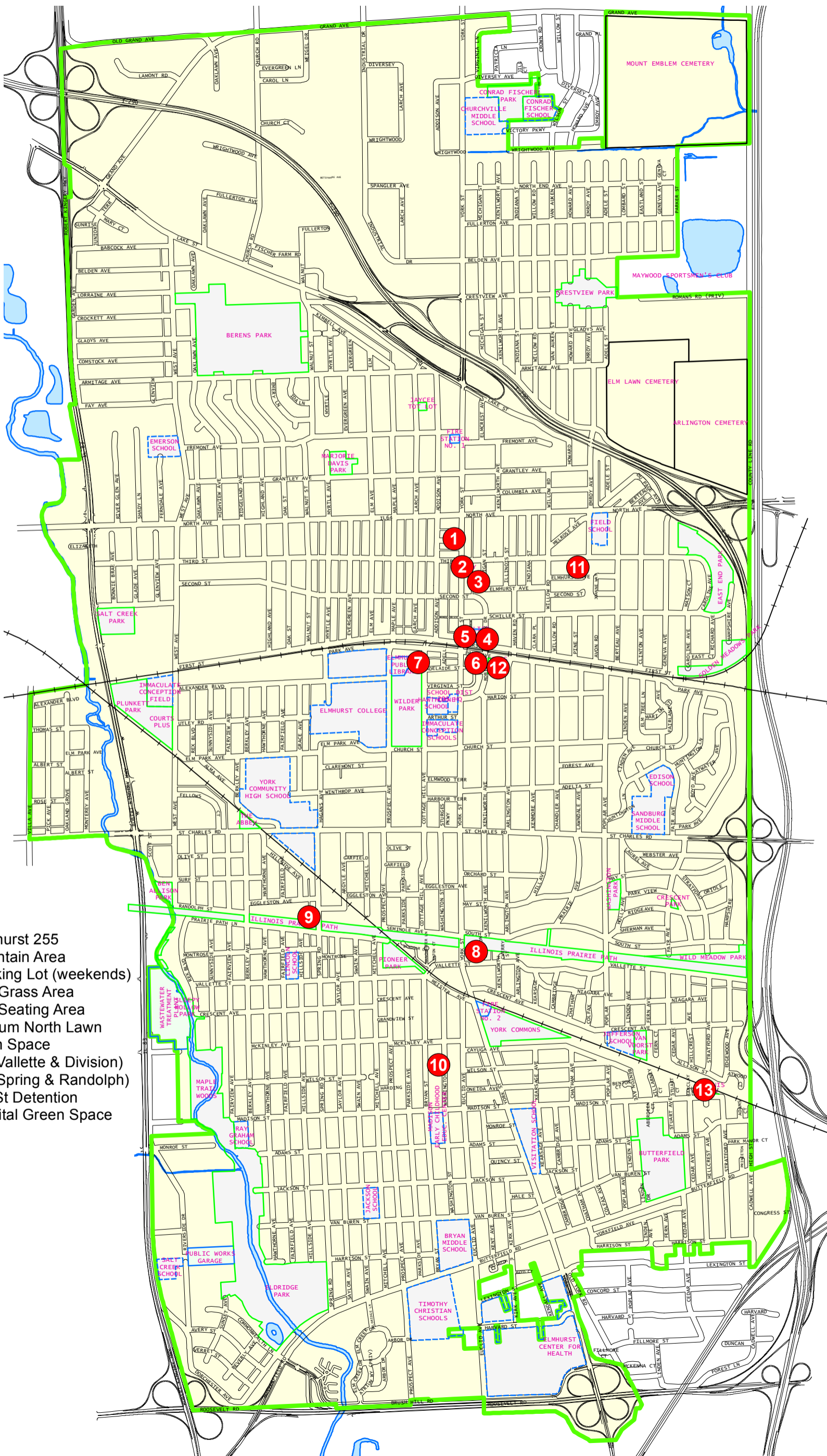
For the Business Owner

For the City of Elmhurst

Notary

Notary

Outdoor Fitness Sites



1. Plaza at Elmhurst 255
2. City Hall Fountain Area
3. City Hall Parking Lot (weekends)
4. Police Plaza Grass Area
5. Police Plaza Seating Area
6. History Museum North Lawn
7. Library Green Space
8. Parking Lot (Vallette & Division)
9. Parking Lot (Spring & Randolph)
10. Washington St Detention
11. Former Hospital Green Space
12. Gros Park
13. Kiwanis Park