

The following information is being collected by the City of Austin to better understand the emissions produced during a Tier 4 event.

Event Information

Event Title: _____

Event Start Date: _____ Start Time: _____ a.m. /p.m.

Event Finish Date: _____ Finish Time: _____ a.m. /p.m.

Event Location: _____

Estimated Number of Participants per Day: _____ Total # of Participants: _____

Tier 4 Pre-Event

A pre-event report must be submitted to the Special Events Office **30 calendar days** prior to the first day of the event.

- **Electricity and Power:**
 - **Will the event be connected to the electric grid? Y/N**
 - **How will the costs for electricity used during the event be measured and billed?**
 - **Is the event organizer interested in participating in Austin Energy's Greenchoice Program?**
 - **Will on-site temporary generators be used? Y/N**
 - If Yes, how many? _____
 - If multiple temporary generators are used, tell us about how they are being properly sized to match expected loads.
 - **Tell us about any other strategies the event will use to provide power, such as on-site temporary solar panels or other sources of power.**

Emissions Management Guidance: Minimize generator usage where possible and properly size generators for the task at hand so that they can be run efficiently. When possible, use lower emissions fuels such as solar, natural gas, or biodiesel. Avoid air intake locations of nearby buildings when locating temporary generators.

- **Onsite equipment:**
 - **Will the event use temporary lighting? Y/N**
 - **Tell us about what type of lighting will be used.**

Emissions Management Guidance: Specify the use of LED energy efficient lighting. Ensure fixtures are fully shielded to prevent light pollution. Avoid the use of searchlight style spotlights.

Please forward the completed plan to Austin Center for Events ([ACE](#))

- **Onsite mobile equipment:**
 - **Will the event use onsite mobile service equipment such as lifts, gators, golf carts, etc.? Y/N**
 - **Tell us about what type of onsite mobile equipment will be used.**

Emissions Management Guidance: Specify the use of battery electric equipment where possible, and if not, prioritize natural gas / propane equipment over traditional diesel and gasoline equipment.

- **Anti-idling for on-road vehicles:**
 - All **Tier 4** events are required to make a good faith effort to ensure compliance with the City of Austin's Anti-idling ordinance, for qualifying vehicles while they are parked at the event site.
 - The City of Austin has a year-round Motor Vehicle Idling Code (Chapter 6-1, Article 3), that prohibits operation of a heavy-duty vehicle engine for more than five consecutive minutes when the vehicle is not in motion.
 - This prohibition applies to heavy-duty vehicles weighing over 14,000 pounds. An offense is a Class C misdemeanor carrying a penalty of \$500 per offense, excluding court costs. In general, heavy-duty vehicles are delivery trucks, service body trucks such as utility trucks, beverage trucks, school buses, bucket trucks, rack trucks, some large motor homes, home-fuel trucks, garbage trucks, tow trucks, furniture trucks, transit buses, inter-city tour buses, tanker trucks, dump trucks, and tractor trailer rigs, or those with federal vehicle identification number (VIN) gross vehicle weight classes 4, 5, 6, 7 or 8 weigh over 14,000 pounds. *The regulation does not apply to heavy equipment not required to be licensed as a vehicle, such as construction equipment.*

VIN Gross Vehicle Weight Classes
Class 4 (14,001 to 16,000 pounds)
Class 5 (16,001 to 19,500 pounds)
Class 6 (19,501 to 26,000 pounds)
Class 7 (26,001 to 33,000 pounds)
Class 8 (33,001 to 150,000 pounds)

All such heavy duty vehicles at the event site are subject to the 5 minute idling restrictions unless one or more of the regulation's exceptions apply. Exceptions to the motor vehicle idling code can be found in Chapter 6-1, Article 3.

- **Tell us about plans to manage the idling of on-road vehicles at the event.**

Emissions Management Guidance: Create a clear event policy to limit vehicle idling for no longer than 5 minutes. Provide education materials to staff, contractors and vendors. Post anti-idling signs in pick-up and drop-off areas, loading areas, and in areas where trucks, buses, vans are likely to idle.

Tier 4 Post Event

The event organizer must provide evidence which documents that emissions management activities were conducted. This documentation can include photographs of signage, copies of invoices, receipts, and description of services.

I am an authorized representative of the event, and agree on behalf of the event to the waste management requirements. The information provided in this form is true and correct to the best of my knowledge. I understand and agree to all rules, terms and conditions.

- **Electricity and Power**
 - **If grid electric was used during the event and the costs for electricity used during the event were measured, how much electricity did the event use in total?**
 - **Generators:** Number of onsite generators used during the event including size of generator, fuel type and hours in use
- **Onsite equipment**
 - Energy Efficiency information on lighting equipment used during the event, if available.
- **Onsite mobile equipment:**
 - Onsite mobile service equipment used during the event by vehicle type, size, fuel type, and hours of usage.
- **Anti-idling for on-road vehicles:**
 - Description of how anti-idling policy and educational material was distributed to drivers and any results achieved. Photo documentation of any posted signage.

The information provided in this form is true and correct to the best of my knowledge. I understand and agree to all rules, terms and conditions.