



## **Procedures for Automated License Plate Reader (ALPR) installation and maintenance Permits in CDOT Right of Way (ROW):**

**Applicants must comply with all the following procedures and CDOT's terms and conditions, as may be amended from time to time, for each Utility/Special Use Permit for Automated License Plate Reader ("ALPR") Systems for freestanding installations within CDOT Right of Way (ROW). If the applicant fails to comply with these procedures and the terms and conditions of their permit, the permit and any current permits issued to the undersigned applicant by CDOT shall terminate.**

### **Step 1: Colorado State Patrol (CSP) Review Process**

- The application for ALPR installation on CDOT ROW, must be submitted by a Colorado law enforcement agency.
- The applicant must complete and submit a **CSP ALPR Evaluation and Checklist** for review and with signature approval from the Colorado State Patrol's Investigative Services Section (CSP-ISS). The applicant is encouraged to contact the Colorado State Patrol to answer questions regarding the Evaluation and Checklist by contacting:  
cdps\_catpa@state.co.us  
Investigative Services Section  
Colorado State Patrol  
15055 S Golden Road, Golden, CO  
80401 303-273-1771
- After a copy of CSP's ALPR Evaluation and Checklist is signed by a representative from the CSP-ISS and received by the applicant, the applicant can move to Step 2.

### **Step 2: CDOT's Terms and Conditions of Automated License Plate Reader Permits**

- The applicant must review and agree to CDOT's Terms and Conditions of Automated License Plate Reader Permits. After the applicant has reviewed and signed CDOT's Terms and Conditions of Automated License Plate Reader Permits, the applicant can move to Step 3.

### **Step 3: CDOT Special Use Permit Application for Installation**

- The Special Use Permit Application for ALPR installation on CDOT ROW must be submitted by a Colorado law enforcement agency.
- The application for a CDOT Special Use/Utility Permit for the installation of ALPR on CDOT ROW must follow the process outlined on CDOT's website:  
<https://www.codot.gov/business/permits/utilitiesspecialuse>.
- The submitted application must include the CSP ALPR Evaluation and Checklist signed by a representative from CSP-ISS **and** a signed copy of CDOT's Terms and Conditions of Automated License Plate Reader Permits.
- The applicant must comply with all of CDOT's Terms and Conditions for ALPRs at all times and all other permit provisions.

### **Step 4: CDOT Special Use Permit Application for Maintenance of ALPRs**

- The application for ALPR maintenance work in CDOT ROW must be submitted by a Colorado law enforcement agency.
- The application for a CDOT Special Use/Utility Permit for the installation of ALPR on CDOT ROW must follow the process outlined on CDOT's website:  
<https://www.codot.gov/business/permits/utilitiesspecialuse>.
- The applicant must comply with all of CDOT's Terms and Conditions for ALPRs at all times and all other permit provisions.