



DEVELOPMENT SERVICES DEPARTMENT

BUILDING | COUNTYWIDE PLANNING | ENGINEERING | GIS | PLANNING & ZONING

SPECIAL EVENT PERMIT

2015-15

All fees have been paid in full as required by this permit. This special event permit shall expire and be null and void at the conclusion of the event, if any conditions herein are breached, or if the permit is transferred to any other person, corporation, organization, or entity.

EVENT INFORMATION

Event Name: **Lotoja Classic Bike Race**

Event Date(s): **11 & 12 Sept. 2015**

Applicant: Brent Chambers

Event Type: Bicycle race and ride

Phone: 801-546-0090

Promoting Entity: Epic Events LLC

Email: brent@lotojaclassic.com


Approved by: Director of Development Services


Date

CONDITIONS OF APPROVAL


1. All participants and volunteers shall comply with County Ordinance §8.40 governing special events.
2. All participants shall be instructed to obey all traffic laws, including riding no more than two abreast, and yielding to emergency vehicles.

AGREEMENT OF ACCEPTANCE

As the applicant for the special event described above, I hereby agree to comply with all Federal, State, and County laws, ordinances, and regulations before, during and after the event. I further agree to indemnify and save harmless Cache County, its officers, agents, and employees from and against any and all claims resulting from the use of the premises by the Applicant, the Applicant's invitees, licensees, agents and employees. I agree to permit law enforcement personnel the free and unrestricted access to and upon the premises at all times during the event for all lawful and proper purposes not inconsistent with the intent of the permit.

I understand and agree that this permit may be revoked upon breach of any of the conditions herein or at the discretion of the authorized officer. I understand that this permit is not transferable and agree not to transfer my permit to any person, corporation, organization or other entity, and is only valid within the unincorporated county.

In Accordance with Title 8 Section 8.40 of the Cache County Ordinance, I hereby submit and certify that the above information provided is accurate and complete to the best of my knowledge.


Accepted by: Applicant

8/3/15
Date



CACHE COUNTY CORPORATION

DEVELOPMENT SERVICES DEPARTMENT

JOSH RUNHAAR, AICP
DIRECTOR / ZONING ADMINISTRATOR
PAUL BERTSON
CHIEF BUILDING OFFICIAL

179 NORTH MAIN, SUITE 305 LOGAN, UTAH 84321 ♦ 435-755-1640 ♦ FAX 435-755-1987

SPECIAL EVENT APPLICATION

Date Received:	By:	Receipt #:	Amount:	Check #:

PROMOTING ENTITY INFORMATION	APPLICANT INFORMATION
NAME OF PROMOTING ENTITY: _____ EPIC EVENTS LLC	APPLICANT NAME: <u>BRENT CHAMBERS</u>
CONTACT PERSON: <u>BRENT CHAMBERS</u>	MAILING ADDRESS: <u>P.O. BOX 1912</u> <u>LAYTON, UTAH 84041</u>
ADDRESS: <u>P.O. BOX 1912</u> <u>LAYTON, UTAH 84041</u>	PHONE (DAY) <u>801.546.0090</u> (CELL) _____
PHONE (DAY) <u>801.546.0090</u> (CELL) _____	EMAIL: <u>brent@lotojaclassic.com</u>
EMAIL: <u>brent@lotojaclassic.com</u>	

EVENT INFORMATION
EVENT NAME: <u>LOTOJA CLASSIC BIKE RACE</u>
EVENT TYPE: <u>USAC-sanctioned bicycle road race and non-competitive ride</u>
EVENT DATES: <u>Street Festival/Package Pickup/Checkin: Friday, 9/11/15 Race/Ride: Saturday, 9/12/15</u>
BEGINING TIME FOR EACH DATE: <u>Friday, September 11: 12:00 noon (setup 9:00 to 12:00 p.m.)</u> <u>Saturday, September 12: 4:30 a.m. (start line 6:00 to 7:40 a.m.)</u>
ENDING TIME FOR EACH DATE: <u>Friday, September 11: 7:00 p.m. (cleanup 7:00 to 9:00 p.m.)</u> <u>Saturday, September 12: 9:00 a.m. (est. time last cyclist leaves Cache County)</u>

General Recitals:

Completed application forms shall be submitted to the Cache County Development Services Office forty-five (45) calendar days before the event is scheduled to take place, in order to allow sufficient time for final evaluation of the application. Applications submitted less than forty-five calendar days prior to the scheduled event shall be denied unless the applicant demonstrates that compliance with the forty-five day deadline was impractical or impossible due to the nature of the event.

A special event permit application may be approved and a permit issued to the applicant by the Administrator upon approval by all the agencies specified in Section 8.40.40.

Cache County has no authority to approve or permit events other than in the unincorporated area of Cache County. Permits issued by Cache County apply only to the unincorporated area of the county, and if an event crosses into a municipality within Cache County or across the county line, applicants should determine if a permit is necessary in the other jurisdiction.

Cache County reserves the right to deny permit applications for proposed special events which may pose, or have in the past posed, a significant danger or threat to the public health, welfare or safety, or which may result in unreasonable inconvenience or cost to the public. In the event the application is denied the applicant may appeal to the Cache County Executive.

In accordance with Title 8 Section 8.40 of the Cache County Ordinances adopted on June 29, 2010, I hereby submit and certify that the information contained in this application is accurate and complete to the best of my knowledge.

Signed 
Applicant

6/29/15
Date

APPLICATION CHECKLIST
ALL ITEMS REQUIRED UNLESS SPECIFIED OTHERWISE

1. Completed application form.
2. Non-refundable application fee (\$50).
3. List of all sponsors with contact information for each.
4. Proposed location, including a plat or map of the proposed area to be used, including any barricade, street route plans or perimeter/security fencing.
5. Estimated numbers of event staff, participants and spectators.
6. Public health plans, including plans for culinary water supplies, solid waste collections and disposal and waste water (toilet facilities).
7. Proof of insurance in conformance with County Ordinance 8.40.050(F).
(\$1,000,000 one person, \$2,000,000 two or more persons, \$100,000 property damage)
8. Fire prevention and emergency medical services plans.
9. Security plans and/or law enforcement response.
10. Admission fee, donation, or other consideration to be charged or requested.
11. Plans for Parking
12. **If** the event will be held on private property, a current taxation certification for that property.
13. Further information may be required by staff, other departments and agencies, and/or the Board/Committee/Council that reviews the application based on the proposed event.

PROJECT REVIEW PROCESS:

- The applicant should meet with staff prior to the deadline date to discuss the project and ensure that the information submitted is sufficient to completely review the project.
- After the application is accepted, information packets are sent to various departments, agencies, and affected municipalities that provide comments and/or approval for the event to the Director of Development Services.
- A pre-development meeting is held with planning staff and representatives from the departments and agencies that provide comments on the project review. Any issues present on a project will be discussed with the appropriate department or agency.
- A draft permit is made available to the reviewing agencies, affected municipalities, staff, and the applicant.
- Following agency/department review and approval, payment of all necessary fees, and correction of any outstanding concerns/issues, the permit can be issued.

FEE SCHEDULE	
Base Application Fee (non-refundable)	\$50.00
Other Fees if necessary	Sheriff, Health Dept., Emergency Services, Other



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2
DATE (MM/DD/YYYY)
04/08/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Texas, Inc. c/o 26 Century Blvd. P.O. Box 305191 Nashville, TN 37230-5191	CONTACT NAME:		
	PHONE (A/C, NO., EXT):	877-945-7378	FAX (A/C, NO.): 888-467-2378
	E-MAIL ADDRESS:	certificates@willis.com	
	INSURER(S) AFFORDING COVERAGE		NAIC#
	INSURER A: Lexington Insurance Company		19437-001
INSURED USA Cycling, Inc. 210 USA Cycling Point Colorado Springs, CO 80919	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 23074661

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y		015375404	12/31/2014	12/31/2015	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 1,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE	OTHER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Endorsement LX4309 (06/14) AI- DESIGNATED PERSON-ORG: As required by written contract, Certificate holders are named as Additional Insured for USA Cycling sanctioned/permited events.

Endorsement NAMEINSD (02/94) NAMED INSURED AMENDMENT: Event Organizers and/or Promoters are Named Insureds. It shall be a condition of coverage that all organizers/promoters for whom coverage is afforded under this policy execute a USAC Event Permit Application and coverage will be afforded only for the specific event and date on the permit.

CERTIFICATE HOLDER**CANCELLATION**

Cache County 1225 W. Valley View Logan, UT 84321	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



ADDITIONAL REMARKS SCHEDULE

AGENCY Willis of Texas, Inc.		NAMED INSURED USA Cycling, Inc. 210 USA Cycling Point Colorado Springs, CO 80919	
POLICY NUMBER 015375404		EFFECTIVE DATE: 12/31/2014	
CARRIER Lexington Insurance Company	NAIC CODE 19437-001		

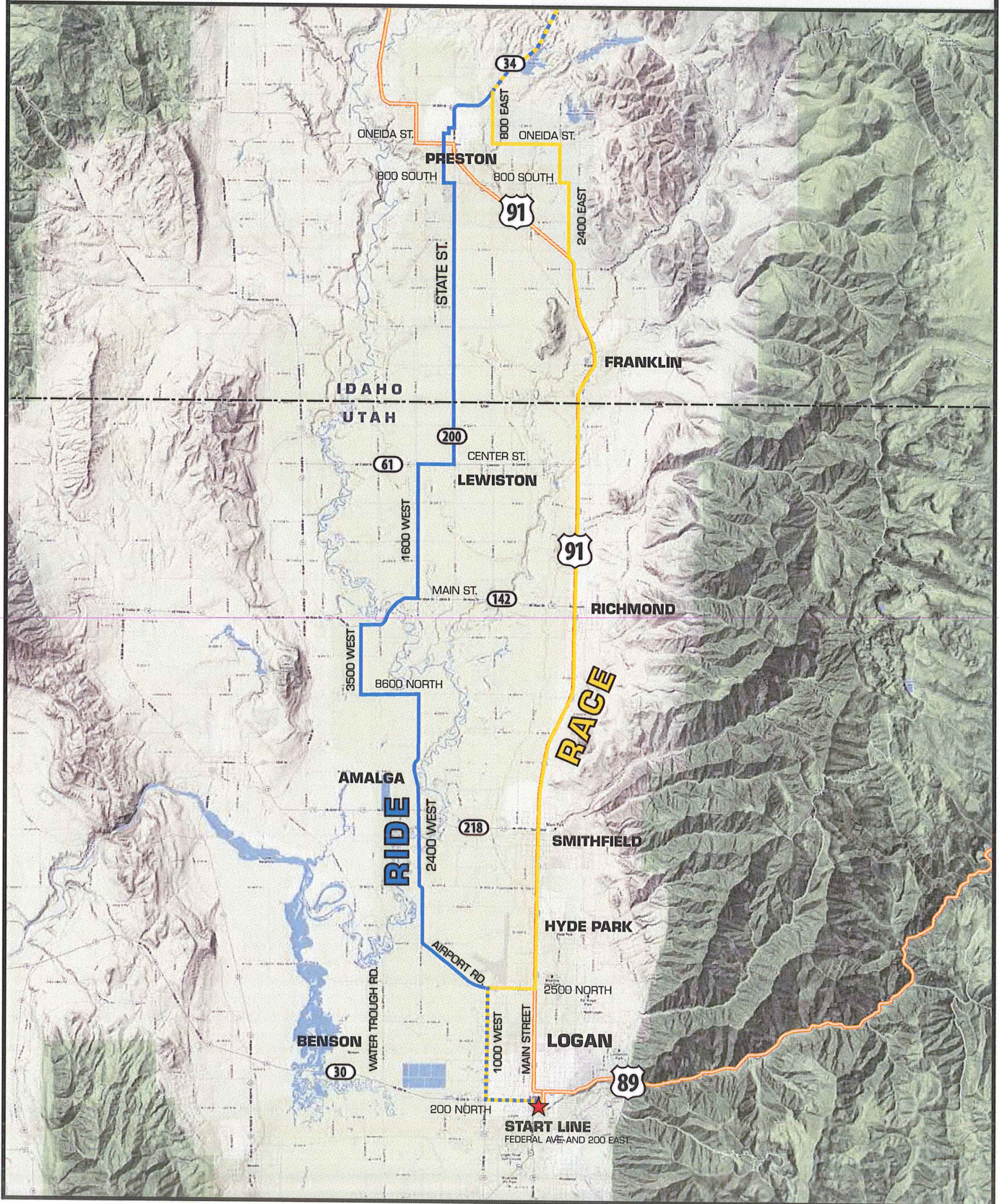
ADDITIONAL REMARKS

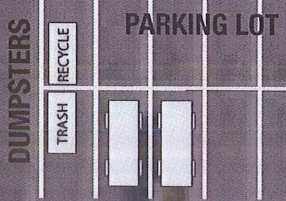
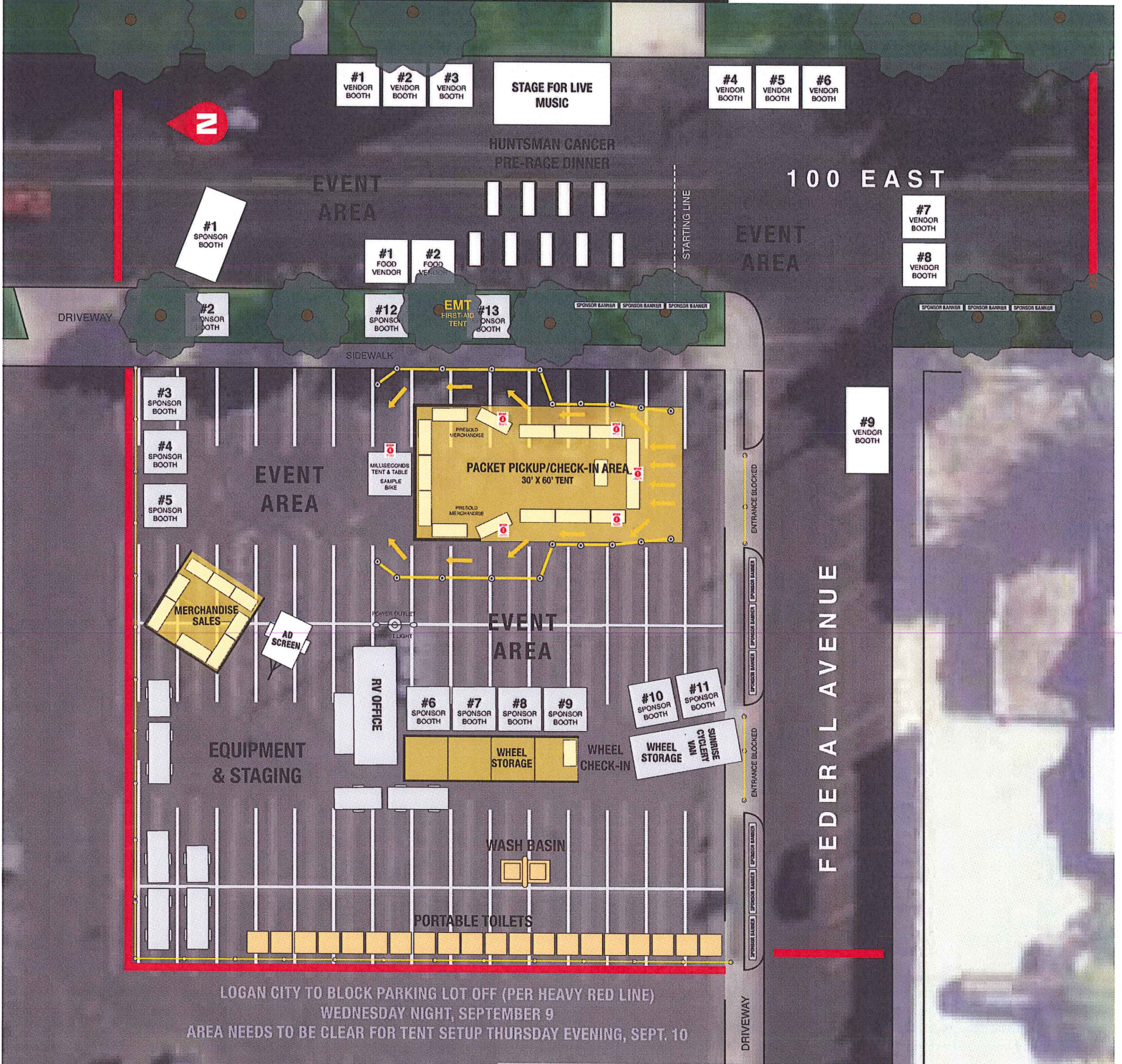
THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Event #2015-1633
 Event Name: Lotoja Classic
 Event Location: Logan, UT to Jackson Hole, WY, UT
 Event Date: 09/12/2015

Certificate Holder is an Additional Insured with respects to Event #2015-1633, Lotoja Classic, in Logan, UT to Jackson Hole, WY, UT on 09/12/2015, but only with respect to the liability arising out of the Named Insured's Operations.

- CYCLISTS: Race Route
- CYCLISTS: Ride/Relay Route
- SUPPORT CREW: Vehicle Route





EVENT SCHEDULE:

- 1) SETUP: THURSDAY EVENING, SEPTEMBER 10 AND FRIDAY MORNING, SEPTEMBER 11
- 2) LOTOJA STREET FESTIVAL & CHECKIN: FRIDAY, SEPTEMBER 11, 1:00 TO 7:00 P.M.
- 3) LOTOJA CLASSIC BIKE RACE START: SATURDAY, SEPTEMBER 12, 4:30 TO 7:40 A.M.
- 4) COMPLETE TEARDOWN AND CLEANUP: SATURDAY, SEPTEMBER 12, 7:40 TO 9:00 A.M.



ADDITIONAL APPLICATION DETAILS:

- Estimated Numbers:

Event Staff: Friday (in Logan) 60; Saturday (on course) 500 plus
Spectators: 2,000 to 2,500
Participants: 1,800

- Public Health Plans:

Complimentary bottled water will be available at the Check-in area on Friday for those attending the Street Festival and/or registered applicants "checking in" for LOTOJA. Portable toilets and wash basins will also be provided in the same area (see Street Festival PDF for setup diagram). Our vendor for this service will be Honey Buckets. We have also place a trash receptable and recycle bin from Logan City for disposal of trash. On Saturday, portable toilets are also provided on course and placed every 5 to 10 miles from Logan all the way to Jackson.

- Fire Prevention, Emergency Services, and law Enforcement Plan/Response:

Friday - Logan Regional Hospital will be providing and staffing a medical tent during LoToJa's Expo. In addition, Logan City Fire Department is next door to the event expo and start line. They will be contacted and alerted in the unlikely event additional services are needed. Logan City Police will also be involved during the event.

Saturday - We have several neutral support volunteers with EMS certification. This includes over 150 HAM radio operators (stationary and mobile) on course providing communications and neutral support with every start pack. Local, county, and state law enforcement have been alerted. Logan City Police Department will provide traffic control and a police escort out of town. Utah Highway Patrol will provide traffic control near Amalga (2400 West and SR218). County County Sheriff's Office as well as North Park and Smithfield Police Departments will be patrolling and providing traffic control. Several Corner and Course Marshals will be placed throughout Cache Valley to provide direction, assist neutral support vehicles, and assist in the event of an accident.

Calling "911" is also an option. Logan Regional, along with every other hospital along LOTOJA's race route, will be alerted and "on call".

- Admission Fee:

The Street Festival on Friday is open to everyone. There is no admission fee. Cyclists participating in LOTOJA on Saturday, pay an Entry Fee in April-May (with successful selection of their online application).

- Parking Plans:

This is only applicable in Logan on Friday afternoon and Saturday morning (for location map/diagram, see Course Maps in the Race Guide)

