



SPECIAL EVENT PERMIT

2017-17

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: **Top of Utah Marathon**

Event Date(s): **16 September 2017**

Applicant: Kent Hansen

Event Type: Run/Race

Phone: 435-213-0453

Promoting Entity: Top of Utah Runners

Email: kenthansen4@gmail.com

22 AUG 2017

Approved by: Land Use Authority

Date

CONDITIONS OF APPROVAL

1. All participants and volunteers shall comply with County Ordinance §8.40 governing special events and information submitted by the applicant.
2. The event organizers shall post notice that identifies the event and warns of possible delays in travel at any impacted vicinity campgrounds with access from Blacksmith Fork Canyon.
3. Event organizers and runners need to allow access for emergency vehicles as required.
4. Event organizers must comply with the information as submitted in the Special Event application.

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.

8/22/17

Accepted by: Applicant

Date



APPLICATION: SPECIAL EVENT PERMIT

Date Received:	By:	Receipt #:	Check #:	Amount:
7/3/17	Hansen	10352	102	\$50.00

EVENT INFORMATION

Event: Top of Utah Marathon Type: Running event

Dates with starting/ending times: September 16, 2017, 7:00 a.m. through 2:00 p.m.

AGENT/CONTACT INFORMATION

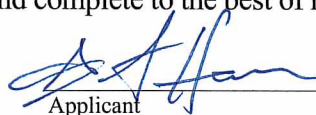
Agent/Contact: Kent Hansen Email: kenthansen4@gmail.com

Phone: 435-915-3585 Mailing Address: 95 W. 100 S. Ste. 380 Logan, UT 84321

Name of Promoting Entity: Top of Utah Runners

ACKNOWLEDGMENT

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


Applicant

7/1/17
Date

Application Deadline: Completed application forms must be submitted to the Cache County Development Services Office forty-five (45) calendar days before an event is scheduled to take place. This allows sufficient time for evaluation of the application. Late applications shall be denied unless the applicant demonstrates that compliance with the 45 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 Director upon approval by all the agencies specified in Section 8.40.40.

Authority: Cache County has no authority to approve permits for 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.

Right to Deny: Cache County reserves the right to deny permit applications for proposed special events which may pose, or have 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.

APPLICATION CHECKLIST

A complete application must include the following unless specified otherwise:

- 1) Completed application form and application fee (\$50 – no refunds) submitted 45 days prior to event. Additional fees for services provided by the Sheriff's Office, emergency services, or others may apply.
- 2) Proposed location, including a plat or map of the proposed area to be used, including any barricade, street route plans or perimeter/security fencing.
- 3) Total number of participants: Estimate must include event staff, participants, and spectators.
- 4) Public health plans, including plans for culinary water supplies, solid waste collections and disposal, and waste water (toilet facilities).
- 5) Proof of insurance in conformance with the County Ordinance 8.40.050(F) minimums: \$1,000,000 each occurrence, \$2,000,000 general aggregate, and \$100,000 property damage.
- 6) Fire prevention and emergency medical services plans.
- 7) Security plans and/or law enforcement response.
- 8) Admission fee, donation, or other consideration to be charged or requested.
- 9) Plans for parking
- 10) *If* the event will be held on private property, a current taxation certification for that property.
- 11) 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 is encouraged to meet with staff prior to the deadline date to discuss the project and ensure that the information submitted is sufficient to provide a complete review of 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 proposed event to the Director of Development Services.
 - In some instances a pre-event meeting may be 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, and correction of any outstanding concerns/issues, the permit can be issued.
-



Top of Utah Marathon

2017

Cache County Special Event Application

Estimated Participants

- Staff – total race course – 400
- Participants – 800
- Spectators – 2000

Admission Fee - \$95

Public Health Plan

- Water
 - Each aid station will provide water from culinary sources at their homes
 - Finish line aid stations will use culinary water from source at the park
 - 5 gal jugs will hold the water
 - Water will be distributed by paper cup
- Solid Waste Collection
 - Dumpster provided by Logan City
- Toilet Facilities
 - Over a total 100 toilets from Roto-Rooter will be set up at the start and finish and throughout the course. Merlin Olsen Park will have 15 to 20.
- Fire Prevention and Emergency Medical Services
 - Logan Fire Department will be throughout the course EMT's on bike Ambulance and mouth of Blacksmith Fork Canyon and at finish Doctors and EMT's at finish line
 - Logan Regional Hospital Doctors at finish or where needed
- Security Plan
 - Logan City Police will be at intersections
 - Cache County Deputies at intersections in the county and leading the race
 - Highway Patrol will be leading the race in Blacksmith Fork Canyon
- Parking
 - At Merlin Olsen Park
 - Streets
 - Shuttle buses will run to each hotel before and after the race

Traffic & Route Plan

Mile	Road	Mile Mark Locations	Side of road where mark is placed
Start	Hwy 101	Hardware Ranch lower parking, 103 ft. E of 30 mph speed sign on N side	North & south
1	Hwy 101	103 ft. E of reflector stake on N side	North
2	Hwy 101	19 Ft 7 in. E of reflector stake on N side	North
3	Hwy 101	103 ft W of winding-road sign on S side	North
4	Hwy 101	167 ft. W of reflector stake on s side	South
5	Hwy 101	69 ft. 4 in. W of reflector stake on S side	North
6	Hwy 101	32 ft. W of reflector stake on S side	South
10K	Hwy 101	143 ft. W of reflector stake on N side	North
7	Hwy 101	50 ft. E of reflector stake on N side, just W of dirt road on S side	South
8	Hwy 101	79 ft. E of reflector stake on N side	North
9	Hwy 101	68 ft. W of reflector stake on N side	North
10	Hwy 101	124 ft. W of reflector stake on N side	North
11	Hwy 101	57 ft. W of reflector stake at E end of barrier	South
12	Hwy 101	152 ft. 3 in. W of first reflector stake E of bridge	South
13	Hwy 101	31 ft. E of reflector on S side	South
Half	Hwy 101	18 ft. W of reflector stake on S side, just E of dirt road	North & south
14	Hwy 101	68 ft. NW of 2000 E street sign on E side, just SE of Chokecherry Estates entrance	Northeast
15	Hollow Rd.	153 ft. N of old "No Trespassing" sign on W side	East & West
16	Hollow Rd.	Driveway of house #4460, 11 ft. 6 in. N of N end wall of house	East
17	Hwy 165	In front of house #3830, 55 ft. S of "Mile 7" sign	East
18	Hwy 165	In front of house #30110, 33 ft. S of "Mile 8" sign	East
19	100 W. (Millville)	16 ft. S of utility pole #223904 on E side, between house #171 & 198 on W side	East
20	200 W. (Providence)	In front of house #577 on W side, 29 ft. N of S end wall of house	West
21	100 N. (Providence)	In front of house #277 on N side, 11 ft. E of School speed limit sign on N side	North
22	100 W. (Providence)	1 ft. S of south part of driveway at 295 N 100 W	West
23	600 S. (River Heights)	2 ft. west 344 E 600 S property line, center on water grate on S side of Rd.	South
24	300 S. (Logan)	1 Ft. West of utility pole on N side of Rd on property line of 175 E 300 S house	South
25	300 N. (Logan)	2 Ft. west of west part of Key Bank driveway on 3 rd north. 31 ft from corner of 3 rd N and Main	South
26	200 S. (Logan)	East side of 281 E 200 S house driveway.	North
Finish	300 E. (Logan), in block north of 100 S.	8 ft. S of utility pole on W side of street, N line of 11 th parking stall, 6Ft S of large Maple tree trunk on W side of Rd.	East and West

Traffic Control Plan – Logan City

The Top of Utah Marathon (TOU) requests use of the Merlin Olsen Park on the third Friday and Saturday of September. This document includes a detailed description of the dates, times, and places within the park that the TOU will occupy. We appreciate Logan City's assistance, which helps us hold one of the nation's premier marathons.

Most of the marathon events are held in the northeast portion of the park along 300 East. We use the tennis courts, shed at the East side of the park, and the field located at the northeast part of the park. These parts of the park will be used on Friday and Saturday. We plan on loading buses along 100 South and 300 East the morning of the marathon as we have done in the past.

*Dates and times marked with an asterisk indicate the final deadline by which we need Logan City to have completed the action described. If the City can complete the action well before these deadlines, it will help us greatly with the race preparations.

Date & Time	Description	Location
*Friday before 7:00am	Logan City Mows Lawn	Northeast part of Merlin Olsen Park
*Friday, before 7:00am	Logan City marks sprinklers	Northeast part of Merlin Olsen Park
*Friday before 7:00am	Logan city turns on power	We need power boxes for our band, clocks, computers, etc. Other years we've had two Boxes to plug into. One was off a pole by the street where we finished. The other was attached to the restroom.
*Friday before 9:00am	Logan City delivers bleachers	Southeast corner by tennis courts
*Friday before 10:00am	Logan City delivers extra garbage disposal containers	Along 300 East and Center street
*Friday before 10:00am	Logan City closes roads	Close 300 East from center to 300 South. Close 100 South from 200 East to 300 East.
*Friday before 7:00am	Logan City gives key for the shed door and restrooms.	Merlin Olsen Park warming shed.
Friday	TOU Marathon organizers set up finish area of the marathon	East side of the park

Friday 7:00am – Saturday 4:00pm	TOU Marathon occupies Merlin Olsen Park	East side of the park
Friday 9:30pm	TOU Marathon organizers store runners' packets at warming shed for Saturday packet pickup	Warming shed
Saturday 4:00am	TOU Marathon organizers start giving out running packets	Warming shed
Saturday 4:30am – 7:00am	TOU Marathon organizers load buses with runners, along Center and 300 East	Northeast part of Merlin Olsen Park
Saturday 7:00am – 4:00pm	Marathon events take place	Northeast part of Merlin Olsen Park

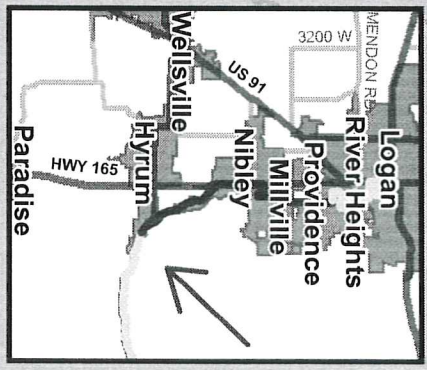
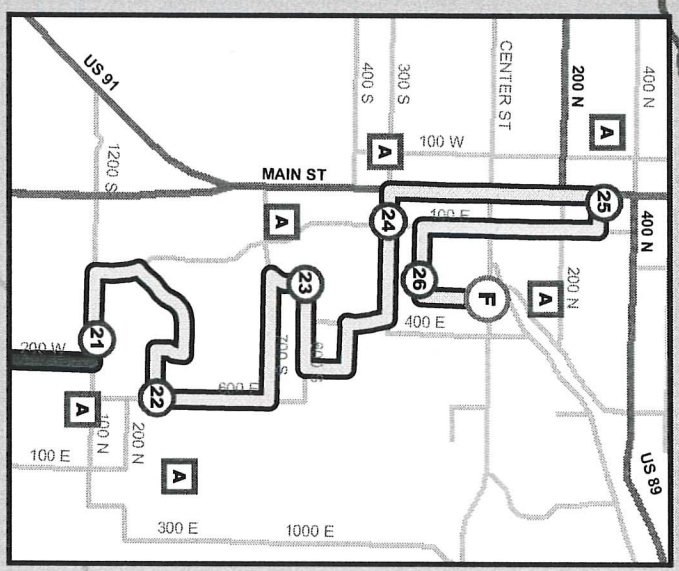
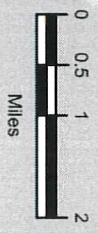
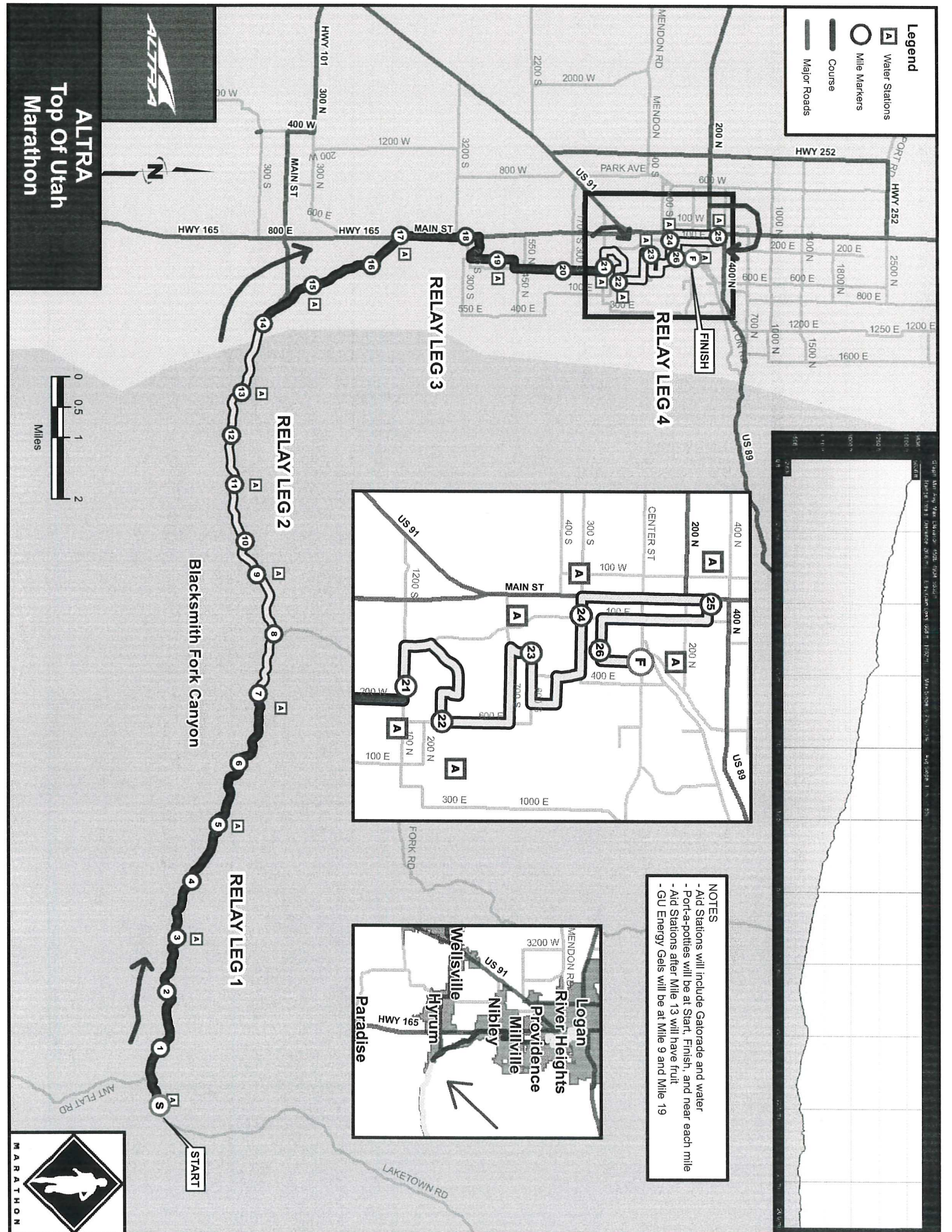
CERTIFICATE OF INSURANCE		PRINT DATE: 6/7/2017			
		CERTIFICATE NUMBER: 20170607519535			
AGENCY:					
ESIX, a division of Integro USA Inc. d/b/a Integro Insurance Brokers 2727 Paces Ferry Road, Building Two, Suite 1500 Atlanta, GA 30339 678-324-3300 (Phone), 678-324-3303 (Fax)		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
NAMED INSURED:		INSURERS AFFORDING COVERAGE:			
USA Track & Field, Inc. Top of Utah Runners 132 East Washington Street, Suite 800 Indianapolis IN 46204		INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058 INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058			
EVENT INFORMATION:					
Altra Top of Utah Marathon (9/16/2017 - 9/17/2017)					
POLICY/COVERAGE INFORMATION:					
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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	X Occurrence	PHPK1569618	11/1/2016 12:01 AM	11/1/2017 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$3,000,000
	X Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$3,000,000
B	UMBRELLA/EXCESS LIABILITY				
	X Occurrence	PHUB561340	11/1/2016 12:01 AM	11/1/2017 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE (Applies Per Event) \$10,000,000
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:					
Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies. The certificate holder is an additional insured per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002) The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01) The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04). Excess policy follows form of underlying General Liability.					
CERTIFICATE HOLDER:			NOTICE OF CANCELLATION:		
Cache County 179 N Main St 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:		
					

ALTRA Top Of Utah Marathon



Legend

- Water Stations
- Mile Markers
- Course
- Major Roads



NOTES

- Aid Stations will include Gatorade and water
- Port-a-potties will be at Start, Finish, and near each mile
- Aid Stations after Mile 13 will have fruit
- GU Energy Gels will be at Mile 9 and Mile 19



Legend

- Mile Markers
- Marathon Path
- Major Roads
- No Parking Signs
- Logan Police Vehicle
- 3-Foot Cones



TRAFFIC FIGURE 1
Mile 24

ALTRA
Top Of Utah
Marathon



F

26

24

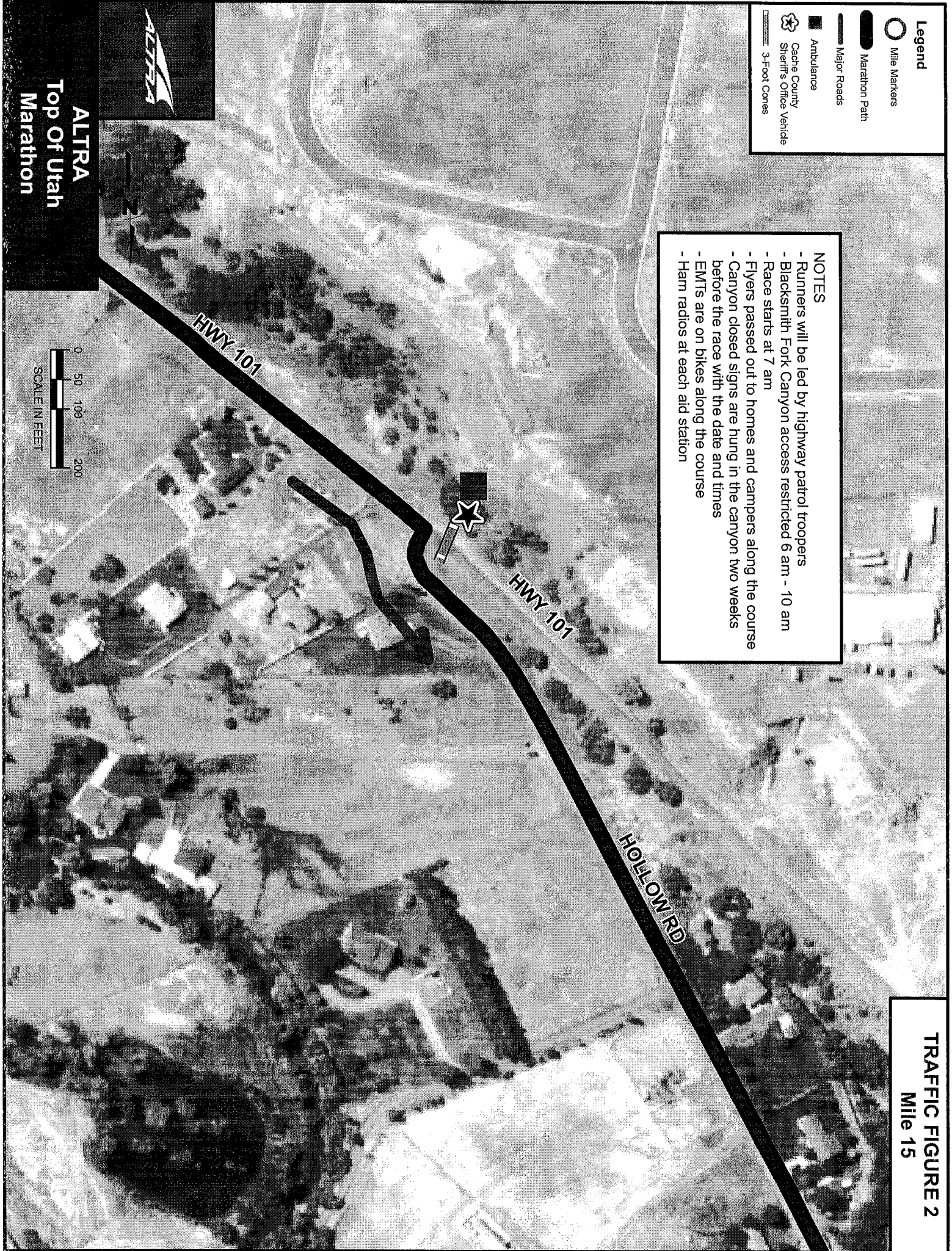
25

Legend

- Mile Markers
- Marathon Path
- Major Roads
- Ambulance
- ☼ Cache County Sheriff's Office Vehicle
- 3-Foot Cones

- NOTES**
- Runners will be led by highway patrol troopers
 - Blacksmith Fork Canyon access restricted 6 am - 10 am
 - Race starts at 7 am
 - Flyers passed out to homes and campers along the course
 - Canyon closed signs are hung in the canyon two weeks before the race with the date and times
 - EMTs are on bikes along the course
 - Ham radios at each aid station

TRAFFIC FIGURE 2
Mile 15



ALTRA
Top Of Utah
Marathon

0 50 100 200
SCALE IN FEET

Legend

- Mile Markers
- Marathon Path
- Major Roads
- ★ Cache County Sheriff's Office Vehicle
- 3-Foot Cones
- ◆ Road Signs

NOTES

- Road signs from left to right include:
 1. 'Right Lane Closed Ahead'
 2. Picture of Two-Lane Merge Into One-Lane



TRAFFIC FIGURE 3
 Mile 18