



### SPECIAL EVENT PERMIT

2018-25

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: **Oktoberkrait Fun Run**

Event Date(s): **28 September 2018**

Applicant: Tara Bankhead

Event Type: Fun Run

Phone: 435-753-0313

Promoting Entity: Providence City

Email: tbankhead@providence.utah.gov

Sponsoring Entity: Providence City

20 SEP 2018

Approved by: Land Use Authority

Date

### CONDITIONS OF APPROVAL

1. All participants and volunteers shall comply with County Ordinance §8.40 governing special events.
2. 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.

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.

09.27.18

Accepted by: Applicant

Date



# CACHE COUNTY SHERIFF'S OFFICE

D. CHAD JENSEN, SHERIFF

Matt Bilodeau, Chief Deputy

Brian Locke, Lieutenant

Doyle Peck, Lieutenant

Mike Peterson, Lieutenant

EMPATHY

FAIRNESS

INTEGRITY

PROFESSIONALISM

RESPECT

RESPONSIBILITY

TRUSTWORTHINESS

To: Cache County

From: Sgt. Greg Johnson

Date: September 7, 2018

Re: Oktoberkraut

The Cache County Sheriff's Office has reviewed the request for a special event permit for "Oktoberkraut" scheduled for September 28-29, 2018. Per the application, Providence City has already made arrangements with deputies from the Sheriff's Office to assist with the event. The permit may be granted as far as the Sheriff's Office is concerned.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Johnson", with a long horizontal line extending to the right.

Sgt. Greg Johnson

**Laurie Jones - Re: Oktoberkrant Parade and Fun Run**

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**From:** "J. Downs" <downs.jay@gmail.com>  
**To:** Laurie Jones <Laurie.Jones@cachecounty.org>  
**Date:** 8/31/2018 11:32 AM  
**Subject:** Re: Oktoberkrant Parade and Fun Run

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Laurie,

This one also appears to be in order and approved.

Thanks

Jay

\*\*\*\*\* IMPORTANT MESSAGE \*\*\*\*\*

This message, including any attachments, may contain confidential information intended for a specific individual and purpose, and is protected by law. If you are not the intended recipient, delete this message, including from trash, and notify me by telephone or email.

If you are not the intended recipient, any distribution or copying of this message, or the taking of any action based on its content is strictly prohibited.

On Fri, Aug 31, 2018 at 8:47 AM, Laurie Jones <[Laurie.Jones@cachecounty.org](mailto:Laurie.Jones@cachecounty.org)> wrote:

Good Morning,

Please do your appropriate review for Oktoberkrant Fun Run on September 28th and Oktoberkrant Parade September 29th in Providence City. The event cross over 200 West which is a County Road. Please see the two attached separate applications. Please send your reviews back with in a week.

Thanks,

Laurie Jones  
Permit Technician  
Cache County Development Services  
[435.755.1640](tel:435.755.1640)

**Laurie Jones - Re: Oktoberkrant Parade and Fun Run**

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**From:** Heidi Flansberg <hflansberg@brhd.org>  
**To:** Laurie Jones <Laurie.Jones@cachecounty.org>  
**Date:** 9/4/2018 9:17 AM  
**Subject:** Re: Oktoberkrant Parade and Fun Run

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Laurie,

Nothing is required for either of these events from the Health Department.

Thanks,  
Heidi

Heidi Flansberg, LEHS  
Environmental Health Scientist  
Bear River Health Department  
817 West 950 South  
Brigham City, Utah 84302  
435-695-2061 office  
435-723-6747 fax  
hflansberg@brhd.org

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Thanks,

Laurie Jones  
Permit Technician  
Cache County Development Services  
435.755.1640



## CACHE COUNTY FIRE DISTRICT

179 NORTH MAIN, SUITE 309  
LOGAN, UT 84321  
TEL: (435) 755-1670  
FAX: (435) 755-1994

TO: Laurie Jones  
FROM: Jason Winn  
DATE: September 20, 2018  
SUBJECT: Oktoberkraut Fun Run

The Cache County Fire District has no issues with the Oktoberkraut Fun Run

**From:** Jared Roos <jared.roos@cachecounty.org>  
**To:** Laurie.Jones@cachecounty.org  
**Date:** 9/4/2018 2:21 PM  
**Subject:** Special Event OktoberKraut fun run and parade

After talking to Joel Merritt at road department he said their isn't anything from the road department that will effect these two events.

Sent from my iPad

**Laurie Jones - Re: Oktoberkrant Parade and Fun Run**

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**From:** Paul Berntson <fishpb64@gmail.com>  
**To:** Laurie Jones <Laurie.Jones@cachecounty.org>  
**Date:** 9/4/2018 8:53 AM  
**Subject:** Re: Oktoberkrant Parade and Fun Run

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Nothing for the building department.  
PB

On Fri, Aug 31, 2018 at 8:47 AM Laurie Jones <[Laurie.Jones@cachecounty.org](mailto:Laurie.Jones@cachecounty.org)> wrote:

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Thanks,

Laurie Jones  
Permit Technician  
Cache County Development Services  
[435.755.1640](tel:435.755.1640)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/30/2018

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).

<b>PRODUCER</b> UTAH LOCAL GOVERNMENTS TRUST 55 S HIGHWAY 89 NORTH SALT LAKE CITY UTAH 84037	<b>CONTACT NAME:</b> Taylor Ottenbacher <b>PHONE (A/C, No, Ext):</b> 800-748-4400 <b>E-MAIL ADDRESS:</b>	<b>FAX (A/C, No):</b> 801-936-0300
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> PROVIDENCE CITY 164 N GATEWAY DRIVE PROVIDENCE, UT 84332	<b>INSURER A :</b> UTAH LOCAL GOVERNMENTS TRUST	
	<b>INSURER B :</b>	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**

CERTIFICATE NUMBER: 13080\_2018\_01

REVISION NUMBER:

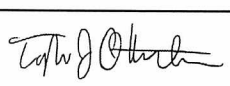
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE 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	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 checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			13080-LIABILITY	07/01/2018	07/01/2019	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER 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)

CONFIRMATION OF GENERAL LIABILITY COVERAGE FOR PROVIDENCE CITY.

**CERTIFICATE HOLDER****CANCELLATION**

CACHE COUNTY 179 N. MAIN STREET, \$312 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 
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**Cache  
County**  
1857

**DEVELOPMENT SERVICES DEPARTMENT**

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

**APPLICATION: SPECIAL EVENT PERMIT**

Date Received:	By:	Receipt #:	Check #:	Amount:
8/28/18	Betty Weeks	# 2057933	481667	\$75-

**EVENT INFORMATION**

Event: Oktoberkraut Fun Run Type: city celebration

Dates with starting/ending times: Friday, Sept. 28, 2018 6:00 pm - 8:00 pm

**AGENT/CONTACT INFORMATION**

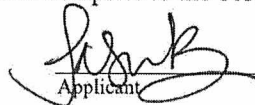
Agent/Contact: Tara Bankhead Email: tbankhead@providence.utah.gov

Phone: 435.753.0313 Mailing Address: 164 N. Gateway Dr. Providence 84332

Name of Promoting Entity: Providence City

**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

09.14.18  
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

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*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.
- W 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.
- W 3)  Total number of participants: Estimate must include event staff, participants, and spectators.
- W 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.
- W 6)  Fire prevention and emergency medical services plans.
- W 7)  Security plans and/or law enforcement response.
- W 8)  Admission fee, donation, or other consideration to be charged or requested.
- W 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

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- 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.
-

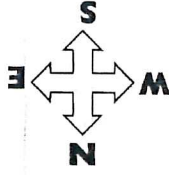
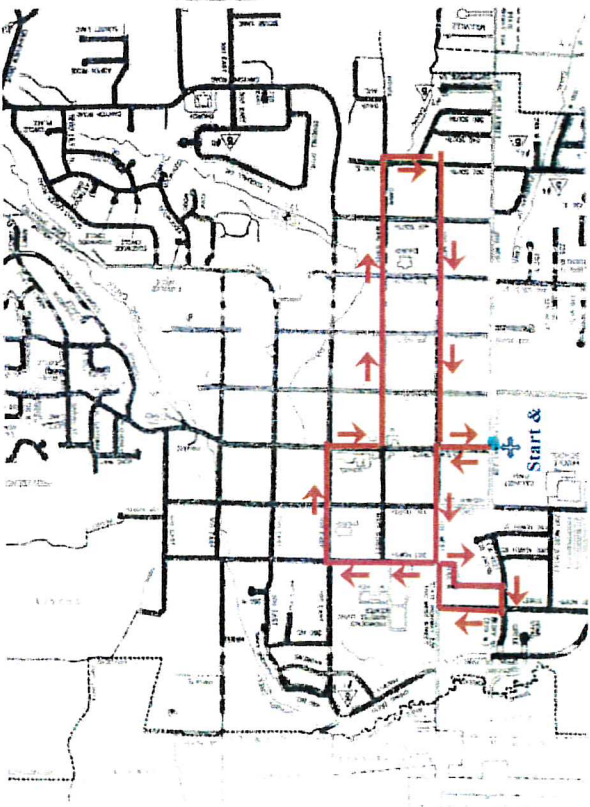


**Providence City**  
**Public Works Department**  
164 N. Gateway Drive  
Providence, UT 84332  
(435) 753-0313 • Fax: (435)753-2345

08.14.18

Special Event Permit application checklist answers for fun run

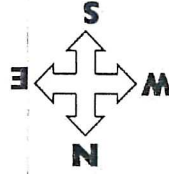
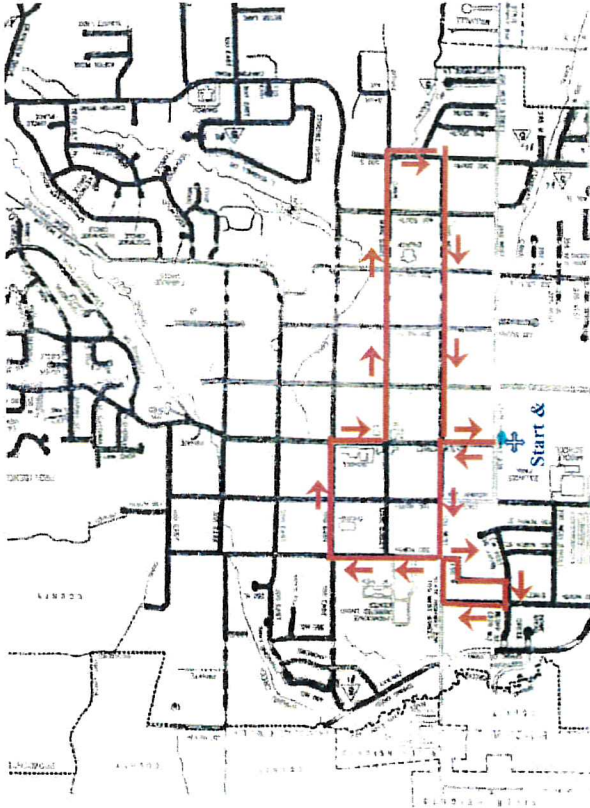
1. Application – provided
2. Map – provided
3. Total number of participants – approximately 200
4. The fun run will both start and end at Zollinger Park. There are park restrooms located at the park. There are drinking fountains at the park and we will be requesting additional garbage cans that will be placed at Zollinger Park.
5. Proof of insurance – will be provided
6. Fire prevention & medical services – we have contacted Logan Fire Department and we are not anticipating that they attend the event, just that they have notice that we will be having a run.
7. Security plans – we have contacted the Cache County Sheriff Department.
8. Admission fee/donations/other consideration – there may be a small registration fee and there is the possibility that we will have some type of donation providing food and drink.
9. Plans for parking – Parking will be available at Zollinger Park.
10. Event is being held on public property.
11. We are not asking for any road closures. We will have staff and volunteers to help direct the runners for both the 5K and the 1 mile runs.



**5K Route:**

**Start at Small Pavilion at Zollinger Park, 61 North 200 West.**  
 Go East on Center St. to 100 West. Turn North (left) on 100 West to 150 West. Turn West (left) on 150 West. Follow 150 West to Bluff Street and turn North (right). Go North on Bluff Street to 280 North. Turn East (right) on 280 North. Go East on 280 North to 100 West. Turn South (right) on 100 West to 200 North. Turn East (left) on 200 North. Go East on 200 North to 100 East. Turn South (right) on 100 East. Go South on 100 East to Center Street. Turn West (right) on Center Street. Go West on Center Street to Main Street. Turn South (left) on Main Street. Go South on Main Street to 500 South. Turn West (right) on 500 South. Go West on 500 South to 100 West. Turn North (right) on 100 West. Go North on 100 West to Center Street. Turn West (left) on Center Street and end at small pavilion!

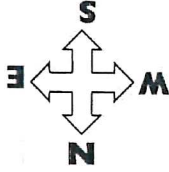
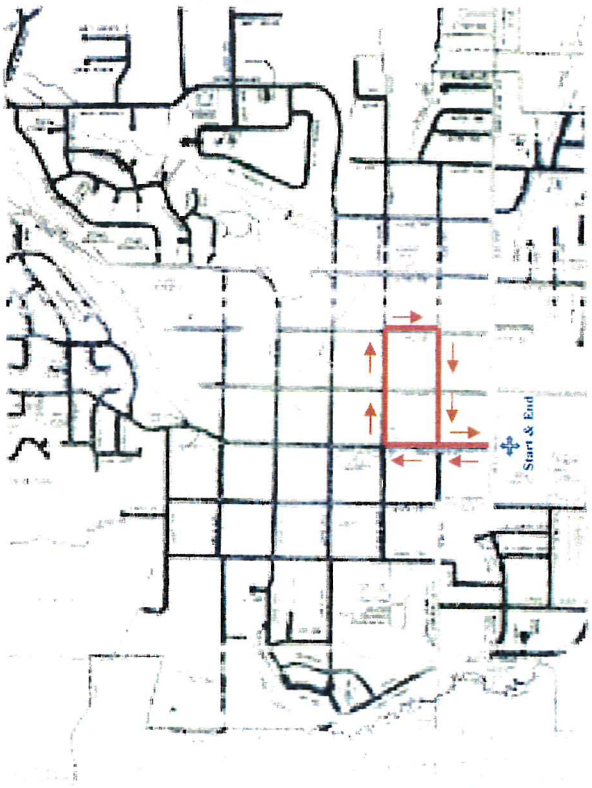
***Good luck and have fun!***



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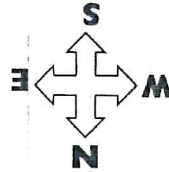
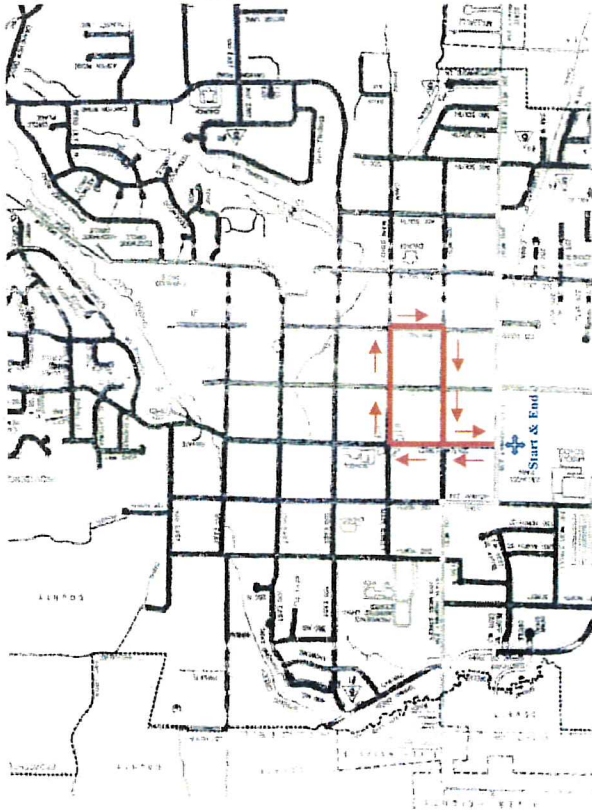
***Good luck and have fun!***



**1-Mile Route:**

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***Good luck and have fun!***



**1-Mile Route:**

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***Good luck and have fun!***