



Special Event Permit

2025-11

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: **Smithfield 16 Crossings Trail Run**
Event Type: Foot Race/Trail Run
Event Date(s): June 28, 2025

Promoting Entity: Smithfield City
Applicant: Richard Varela
Phone: 435-563-0048
Email: rvarela@smithfieldrecreation.com

 5/5/25
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.
3. Public safety will be handled by the Smithfield Police & Fire Departments as outlined in the application. Event organizers and runners must allow access for emergency vehicles as necessary.
4. This event is inside of the wildfire season. It could be subjected to closres of roads and evacuations in the event of a wildfire.
5. **Applicant must coordinate with the United States Forest Service to receive additional permitting where the event crosses onto Forest Service land.**

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.



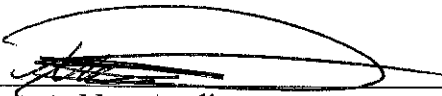
Development Services Department

Building | GIS | Planning & Zoning

SEP 2025-11: Smithfield 16 Crossings Trail Run Page 2

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.


Accepted by: Applicant

5-5-25
Date



Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Special Event Permit - June 2025 - Comments Due 5/5/25

Jacqui Shelton <jshelton@brhdut.gov>

Tue, Apr 29, 2025 at 12:44 PM

To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Howdy Aaron,
They won't need any permits from BRHD.
Thanks!

On Mon, Apr 21, 2025 at 3:43 PM Aaron Thaxton <aaron.thaxton@cachecounty.gov> wrote:

[Quoted text hidden]



Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Special Event Permit - June 2025 - Comments Due 5/5/25

Jeremy Hudson <jeremy.hudson@cachecounty.gov>
To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Tue, Apr 22, 2025 at 5:49 AM

I have no conflicts with this event

Jeremy Hudson
Road Superintendent
1020 E 600 N
Hyrum UT 84319
Phone 435-755-1566
Cell 435-757-4729
Email jeremy.hudson@cachecounty.gov

PLEASE NOTE: Cache County is moving to a .gov domain and all emails intended for me should be sent to the address in my signature above

[Quoted text hidden]



Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Special Event Permit - June 2025 - Comments Due 5/5/25

Landis Wenger <landis.wenger@cachecounty.gov>
To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Mon, Apr 28, 2025 at 3:48 PM

Thanks Aaron,

Birch Canyon Trail is on Forest Service land, as is Birch Canyon Road. They would need a permit from the Forest Service to use their land for any event. Also, Birch Canyon Trail is not currently a legal trail.

Landis Wenger (he/him)

Regional Trail & Active Transportation Coordinator

Cache County Development Services

[See Regional Trail Project Scope](#)



landis.wenger@cachecounty.gov

(435) 755-1646

179 North Main, Suite 305

Logan, UT 84321

On Mon, Apr 21, 2025 at 3:43 PM Aaron Thaxton <aaron.thaxton@cachecounty.gov> wrote:

[Quoted text hidden]



Cache
County
1857

Development Services Department

Building | GIS | Planning & Zoning

2025-11

Application: Special Event Permit

| Date Received: | By: | Receipt #: | Check #: | Amount: |
|----------------|---------|------------|----------|---------|
| 4/16/2025 | Aaron T | N/A | N/A | \$75.00 |

Event Information

Event: 16 Crossings Trail Run Type: Race

Dates with starting/ending times: 6-28-25 6:30 am - 11:30 am

Agent/Contact Information


Agent/Contact: Richard Varela Email: rvarela@smithfieldutah.gov

Phone: 435-563-0048 Mailing Address: 315 E. 600 S. Smithfield, UT 84335

Name of Promoting Entity: Smithfield City Recreation

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 _____ Date 4-16-25

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 (\$75 – 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.
-

16 Crossings Trail Run Permit Application

1) NA, government organization

2) The race will begin at Mack Park and head up Birch Creek Canyon. Participants will stay on the main roads and double track trail. The route is an out and back with the participants returning on the same route they came up on. Route map found at <https://www.alltrails.com/explore/map/16-crossings-trail-run-115-mi?referrer=gpsies>

3) We will have approx. 85-100 participants, 5-6 staff and volunteers, and possibly 10-15 spectators with a maximum of 150 people. Spectators will be at Mack Park.

4) Health Plan-

Any food/snacks will be pre-made/pre-packaged. We won't be preparing any of the food.

Water-

There will be three aid stations with water for participants. We will have culinary water and restroom facilities at Mack Park for all participants, spectators, staff, and volunteers.

Waste-

We will have trash bags at each aid station and our staff will clean up the route on their way back down the canyon. All trash/waste will be packed out and disposed of at the Rec. Center.

5) NA, Government Organization

(6) (7)

Access for emergency vehicles: Ambulances may access the trail from Smithfield Canyon Road and Birch Canyon Road; helicopters may access the trail at the Birch Canyon trailhead (Approximately mile 3.2). We have the key to open the third gate to allow emergency vehicles onto the trail if necessary.

Number and location of first aid stations: There will be three first aid stations throughout the race; one at the start/finish line, one at the Birch Canyon trailhead (approximately mile 3.2), and one at the turnaround (approximately mile 5.8, just before the wilderness boundary).

Medical staffing: Members of the Smithfield Recreation Center are First Aid certified –

List of emergency phone numbers and local hospitals/clinics:

Emergency: 911

Smithfield Police Department: 435-563-8501

Logan Regional Hospital: 435-716-1000

North Cache Valley Clinic: 435-563-4900

Cache Valley Hospital: 435-713-9700

The Smithfield Fire/EMT and Police Departments have been notified of the event and will have a unit nearby in case of emergency.



(8) Race entry is \$30-10K and \$50- 11.5 mile route. Fees are per participant.

(9) Parking- Participant, spectators, staff, and volunteers will park at Mack Park where the start and finish line is. There are approx. 65 parking stalls at Mack Park with spots available on the street if needed. The number of spots is more than enough as the vast majority of participants will carpool.

16 Crossings Trail Run

Up and back race starting and ending at Mack Park in Smithfield and traveling through Birch Creek Canyon.

Legend

-  16 Crossings Trail Run
-  Smithfield

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Smithfield

Google earth

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