



## BLAINE COUNTY PUBLIC ASSEMBLY PERMIT APPLICATION & GUIDE

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[www.blainecounty.org](http://www.blainecounty.org)

27-006

### PUBLIC ASSEMBLY PERMIT

This guide is an outline of steps necessary to obtain a Public Assembly permit in Blaine County, Idaho. Applications will not be accepted without all required information at the time of submittal. In order to process your public assembly application, a completed application must be received by the Blaine County Land Use & Building Services Department no later than thirty (30) days prior to your event.

**Note:** Applicant must file a request in writing ninety (90) days prior to the anticipated date of the assembly.

### WHEN IS A PERMIT REQUIRED?

According to Blaine County Code §2-2-3, any assembly which is anticipated to exceed seven hundred fifty (750) or more persons, whether on public or private property, shall require a permit from the Board of Commissioners. Licenses are non-transferable and shall only be in effect for a maximum of one 24-hour period. (Please refer to Blaine County Code §2-2 for complete requirements)

### REQUIREMENTS

**STEP: 1** Complete the permit application and attach an **EVENT SITE MAP**. Include, but not limited to, the details including the following:

- Location of Potable Water
- Location of Portable Restrooms (Regular/ADA)
- Location of Trash Receptacles
- Location & Type of Lighting
- Location of Parking Area, Entry/Exit & Traffic Control
- Location of Camping (If Applicable)
- Location of Fencing (If Applicable)
- Location of Stage(s)
- Location of Vendors/Concessions
- Location of Medical/First Aid Facility
- Location of Fire Apparatus, Internal Roads, Power Sources and Electrical Equipment

**STEP: 2** Submit the Following:

- Completed Application
- Event Site Map
- Permit Fee (Due upon receipt of application)
- Proof of Insurance (See page 2)
- Bond (If Applicable)

**RECEIVED**

JAN 27 2020

BLAINE COUNTY  
LAND USE & BUILDING SERVICES

**STEP: 3** Application will be reviewed for completeness by staff. Once complete, application will be scheduled for review by the Board of County Commissioners. Upon review, the Board will approve/deny/modify the permit. Additional information may be requested by staff or Board of Commissioners.

**ORGANIZATION DETAILS**

**SPONSORING ORGANIZATION:** DrSwanMusic, LLC

**APPLICANT'S NAME:** Luke Patrick Henry **TITLE:** CEO / President **AGE:** 33

**ADDRESS:** 182 Gannett Road **CITY:** Bellevue **STATE:** Idaho **ZIP:** 83313

**PHONE:** 2087205734 **MOBILE:** 2087205734 **EMAIL:** drswanmusic@outlook.com

**CO-APPLICANT'S NAME:** Luke Patrick Henry **TITLE:** CEO / President **AGE:** 33

**ADDRESS:** 182 Gannett Road **CITY:** Bellevue **STATE:** Idaho **ZIP:** 83313

**PHONE:** 2087205734 **MOBILE:** 2087205734 **EMAIL:** drswanmusic@outlook.com

**POTABLE WATER**

**PLAN FOR PROVIDING POTABLE WATER: (1 GALLON/PERSON PER DAY IS REQUIRED)**

- Refillable water bottles for sale - 1.00 fill fee w/ own bottle.
- Refill stations available @ food stations + throughout concert.

**DISPOSAL OF WATER:** \_\_\_\_\_

N/A

**\*PLEASE INDICATE LOCATION OF WATER ON SITE MAP.**

**SANITARY**

**HOW MANY PORTABLE RESTROOMS WILL YOU BE PROVIDING?**

(Clear Creek Disposal serviced 4-5 pm.)

MUSIC- **REGULAR:** 10 **ACCESSIBLE:** 2 + Swish stations

CELEBRATING- 4 Reg + 1 ADA @ City of Healey property out Cray. + 1 wash station

**\*PLEASE INDICATE LOCATIONS OF BOTH ON SITE MAP.**

**HOW MANY TRASH RECEPTACLES WILL YOU BE PROVIDING?** \_\_\_\_\_

**SIZE:** \_\_\_\_\_

**\* PLEASE INDICATE LOCATIONS OF SITE MAP.**

2 - 6yard (1 reg, 1 compostible)  
15-20 trash barrels.

## INSURANCE AND BOND REQUIREMENTS

### PROOF OF LIABILITY INSURANCE

An insurance policy, underwritten by an insurance company licensed to do business in Idaho in the minimum amount of two million dollars (\$2,000,000.00), which shall indemnify and hold harmless Blaine County or any of its agents, officers, servants and employees from any liability or causes of action which might arise by reason of granting this license, and from any cost incurred in cleaning up any waste material produced or left by the assembly at the site or surrounding areas, shall be filed with the Blaine County Clerk and Recorder at least thirty (30) days prior to the proposed assembly. The Board of Commissioners, in its discretion, may require additional insurance to safeguard the public health, safety and welfare.

Name of Insurance Company: Nordberghs Contact Name: Haik B. Phone #: \_\_\_\_\_

### BOND

A performance bond, in the minimum amount of ten thousand dollars (\$10,000.00), shall be deposited with the Board of Commissioners at least thirty (30) days prior to the proposed assembly to ensure compliance with all terms of this Chapter. In addition, a cash bond in the minimum amount of five thousand dollars (\$5,000.00) may be required to be deposited with the Board of Commissioners to pay for damage to adjoining or non-adjoining properties within one thousand feet (1,000') of the site of the proposed assembly or lands used in conjunction with the proposed assembly. The Board of Commissioners, in its discretion, may require additional amounts or additional performance bonds to safeguard the public health, safety and welfare.

Response: \_\_\_\_\_

\$10,000 Bond. - June 2020 - Renewal Date.  
\$1 million liability insurance. - Attachment

*The Board of Commissioners reserves the right to waive or increase the minimum requirements of this Chapter.*

### HELPFUL CONTACT INFORMATION

Blaine County Sheriff's Office	208-788-5555	1650 Aviation Drive Hailey, ID	sheriff@co.blaine.id.us
Idaho South Central Public Health District (Food Service)	208-788-4335	117 Ash Street Bellevue, ID	Bob Erickson berickson@phd5.idaho.gov
Wood River Fire & Rescue	208-788-5577	117 West Walnut Street Hailey, ID	info@wrfr.com
Ketchum Rural Fire District	208-726-7805	480 East Avenue North Ketchum, ID	melle@ketchumfire.org
Blaine County Land Use & Building Services	208-788-5570	219 1 <sup>st</sup> Avenue South Hailey, ID	pzcounter@co.blaine.id.us
Blaine County Recorder's Office (Alcohol Catering Permits)	208-788-5505	219 1 <sup>st</sup> Avenue South Hailey, ID	mpyne@co.blaine.id.us



**GENERAL INFORMATION**

**TODAY'S DATE:** May 19, 2016

**EVENT TITLE:** Summer's End ~ The Draper Rendezvous

**LOCATION OF EVENT: (PHYSICAL)**

**LEGAL ADDRESS:** 11 Croy Creek Road, Hailey, Idaho 83333

◆ Provide Proof of Ownership of Property or a statement made upon oath and affirmation by Property Owner for consent of use of property for public assembly.

**DESCRIPTION/PURPOSE OF EVENT:**

One Day Music Festival in Lion's Park, Hailey, Idaho. Music Festival brings National Regional, and Local Music together and bring community together for End of Summer

<u>Date of Event</u>	<u>Start Time</u>	<u>End Time</u>	<u>Maximum Attendance</u>
August 22nd, 2020	12:00PM	11:00PM	0 - 1000

<u>Set Up Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Estimated # Staff</u>
August 21st, 2020	8 AM	7 PM	50

<u>Tear Down Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Estimated # Staff</u>
August 23rd	8AM	5 PM	50

**ESTIMATED PEAK ATTENDANCE:** 7 4pm-11pm Busiest time **A.M/P.M.** **RAIN OR SHINE EVENT:**  **YES**  **NO**

**HOW DO YOU PLAN TO LIMIT THE MAXIMUM # OF PERSONS PERMITTED TO ASSEMBLE?**

Security and Volunteer Crews, Tickets Purchases, People Count, Wrist Bands

**LIST ALL PERFORMERS:** Performers to be determined upon approval for event

MEDICAL/FIRST AID

MEDICAL STAFF ON SITE?  Yes  No

FIRST AID STATION?  Yes  No

\*PLEASE INDICATE LOCATIONS OF BOTH ON SITE MAP.

NAMES OF LICENSED MEDICAL STAFF/EMS PERSONNEL: (REQUIREMENT: 1 PER 1,000 ATTENDEES)

NAME: To Be Determined PHONE: — ORGANIZATION: —

NAME: Josh Fields PHONE: 208-726-5681 ORGANIZATION: Independent

NAME: To Be determined PHONE: — ORGANIZATION: —  
W.R. Fire & Rescue

2 EMT + 1 WRFRE EMT

Camping:  
1 EMT available @ night 9/21-9/23

LIGHTING/TELEPHONE

TELEPHONE ON SITE?  Yes  No

CONTACT NUMBER: Luke P. Henry 2087205734

IF ASSEMBLY IS TO CONTINUE DURING HOURS OF DARKNESS, ILLUMINATION SUFFICIENT TO LIGHT THE CENTRAL AREA OF THE ASSEMBLY IS REQUIRED.

DO YOU HAVE A LIGHTING PLAN?  Yes  No

\*INDICATE LOCATION ON SITE MAP.

SIZE/TYPE/NUMBER OF LIGHTING DEVICES: See Lighting Plan - ~~APP~~

\* Volunteer, fire, security, first AIDE Tents all lit up w/ star lights.

SOURCE OF POWER: 2 Silenced Generators + Green Power (solar lighting)

CAMPING/RV

PLAN FOR PROVIDING CAMPING TO ATTENDEES: YES (Hop Porter Park) + <sup>Snow</sup> City Storage lot + Lion's Park - ~~See Attachment A~~ <sup>Can't</sup>

OPEN FLAME ALLOWED/PERMITTED: No

RV CAMPING PERMITTED?  Yes  No

\*PLEASE INDICATE LOCATIONS ON SITE MAP.

**PARKING**

PLAN FOR PARKING INCLUDING SIZE AND LOCATION OF LOTS, POINTS OF HIGHWAY ACCESS, INTERIOR

ROADS, AND DUST ABATEMENT MEASURES: See Parking Plan and Maps

See Traffic Control Maps

HOW MANY VEHICLES CAN SAFELY BE PARKED AT EVENT: 20 - 60

TRAFFIC CONTROL PLAN: See Traffic Control Plan

\*PLEASE INDICATE ALL PARKING PLAN DETAILS ON SITE MAP.

\* Includes 20' unobstructed fire/emergency lane  
\* No parking on city Rd.



**SECURITY/FIRE PROTECTION**

SECURITY PLAN INCLUDING NAMES OF GUARDS/OFFICERS CREDENTIALS AND HOURS OF AVAILABILITY:

Premier Security Services + Volunteer Crew + Fire Chief + DSM Staff

11 AM - 12AM (ALL of AUGUST 22, 2020)

NAME	CONTACT INFORMATION	ORGANIZATION/CREDENTIALS	HOURS ON SITE
Premier Security Services	(6-7 personnel)		8-21 + 8-22
DSM Volunteer Crew	(20-40 vol crew)		8-21 + 8-22

\* 6-7 security available for overnight camping.

HOW MANY FIRE EXTINGUISHERS WILL BE ON SITE: ~~2~~ 8 Plus Vendors+1

WILL ANY EMERGENCY FIRE PERSONNEL BE ON SITE?  Yes  No

NAMES: 2 Fire chief/marshals available ORGANIZATION: WR For Healey

To Be Determined

\*PLEASE INDICATE ALL LOCATIONS OF SECURITY/FIRE PROTECTION DETAILS ON SITE MAP.

FENCING/SIGNS

WILL THE EVENT BE FENCED OFF? HOW? See Fencing Map and Pictures

All fencing will be able to cut-through for emergencies.

PLEASE PROVIDE SIZE/NUMBER/LOCATION OF SIGNS FOR EVENT: See Signs Map

4x4 signs for traffic control / advertising directing general audience to Summer's End ~ The Draper

\*PLEASE INDICATE FENCING ON SITE MAP.

CONCESSIONS/VENDING/ALCOHOL

PLEASE LIST ALL VENDORS FOR THE EVENT BELOW:

NAME OF VENDOR	TYPE OF PRODUCT	CONTACT INFORMATION
Food and Art Vendors TBD		
SU Brewery	Beverage (w/ permit)	

Note: all required permits (health/alcohol) must be on site at all times. Please submit copies of permits with your application. Please indicate all vending locations on site map.

By signing this application, I hereby certify that I have read and will abide by all applicable federal, state, and local laws for this event and, on behalf of the applicant, I hereby agree to indemnify and hold Blaine County, its agents, officers and employees, harmless from any claim, liability or damage which arises from events held within Blaine County, Idaho.

EVENT ORGANIZER'S SIGNATURE: [Signature]

DATE: 1/27/2020