

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON  
 FOR THE COUNTY OF YAMHILL  
 SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

In the Matter of an Application for an Outdoor	)	
Mass Gathering Permit by Kimberly Hamblin	)	
(applicant); Approving a Special Permit for the	)	BOARD ORDER 18-101
Wildwood Music Festival at 32380 West Valley	)	
Highway and 22900 SW Pittman Road, Sheridan,	)	
Oregon on July 20, 21, and 22, 2018.	)	

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY, OREGON (“the Board”) sat for the transaction of county business in formal session in Room 32 of the Courthouse, on March 29, 2018, Commissioners Mary Starrett, Richard L. Olson and Stan Primozych being present.

THE BOARD MAKES THE FOLLOWING FINDINGS.

A Yamhill County Ordinance 580 and ORS 433.735 to 433.770 allow the Board to issue a permit for an “outdoor mass gathering” under circumstances described in the ordinance and the statutes. The ordinance and the statutes require that the county hold a public hearing prior to approval of an application for a permit.

B. Kimberly Hamblin (“Applicant”) has applied for a permit to host an “Event” (defined below) event known as the “Wildwood Music Festival” at 32380 West Valley Highway and 22900 SW Pittman Road Sheridan, Oregon on July 20, 21 and 22, 2018. More than 1,000 but less than 3,000 persons are reasonably expected to attend the Event. The applicant seeks permission to use properties owned by Kimberly Hamblin located at 32380 West Valley Highway and 22900 SW Pittman Road, Sheridan, for the Event. A copy of the application is attached and incorporated into this Board Order as Exhibit “A.”

C. A duly noticed public hearing on the application was held on March 29, 2018 at the Yamhill County Courthouse. Legal notice of the public hearing was published in the News Register, a newspaper of general circulation in Yamhill County, on March 16, 2018. At the public hearing, the Board accepted testimony and the request was tentatively approved, with findings and conditions scheduled for adoption on April 12, 2018.

D. The Board finds that the application should be approved, with the conditions imposed by this Board Order. NOW, THEREFORE,

IT IS HEREBY ORDERED BY THE BOARD that Kimberly Hamblin, Sheridan, Oregon, (“Applicant”) is granted an outdoor mass gathering permit to conduct an event known as the Wildwood Music Festival (the “Event”) on July 20, 21, and 22, 2018, at 32380 West Valley Hwy and 22900 SW Pittman Rd, Sheridan, owned by Kimberly Hamblin. The permit is valid upon issuance of final approval by county legal counsel as provided in numbered paragraph 8, below, and is subject to the following conditions:

1. **TIMES FOR EVENT.** The County understands that the Event may be open to the public continuously, beginning at 8:00 a.m. July 20 to 5:00 pm on July 22, 2018. The applicant’s request for overnight camping privileges for Friday, July 20, and Saturday, July 21, 2018, for participants and spectators, is granted. Arrangements regarding continuous public access to the private property during the event, including but not limited to overnight camping for participants, vendors and spectators, are solely the responsibility of the landowner/Applicant.
2. **NOTICE TO PUBLIC.** The Applicant is responsible for providing notice to the public of the Event. All costs of notice will be borne by the Applicant. Notices must be in accordance with any requirements imposed by the Yamhill County Sheriff’s Office.
3. **SAFETY AND SECURITY.** The applicant is responsible for providing on-site security. All expenses for on-site security services shall be borne by the Applicant.
4. **TRAFFIC CONTROL AND PARKING.** The Applicant must have a plan to manage traffic access and egress to the Event, as well as parking and traffic control at the Event site. The plan shall be maintained on site for review by the Sheriff’s office.
5. **FIRE CONTROL.** The Applicant shall allow a site visit from the West Valley Fire District Fire Marshal prior to the event, and shall comply with any requirements imposed by the Fire Marshal during the Event.
6. **TEMPORARY RESTROOM FACILITIES.** The Applicant is responsible for furnishing all temporary restroom facilities required for this event as required by OAR 333-039-0025(3)(a) (at least 7 chemical toilets for every 800 persons or fraction thereof anticipated to attend).
7. **LIABILITY INSURANCE.**
  - a. **INSURANCE REQUIRED; AMOUNT. COUNTY AS NAMED INSURED.** The Applicant shall obtain comprehensive general liability insurance in an amount not less than \$1,000,000 for each day of the Event. The insurance policy shall provide coverage against liability for death, injury or disability of any person or for damage to property arising from or related to the Event. The County shall be named as an “additional insured”.

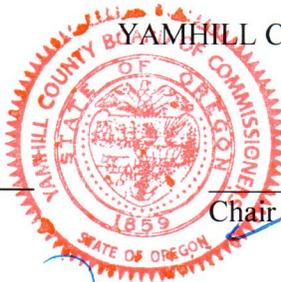
b. PROOF OF INSURANCE. Evidence of insurance meeting this paragraph shall be submitted to county counsel not less than one week before the Event. County legal counsel is authorized to determine whether the proof of insurance meets the requirements of this paragraph.

8. FINAL APPROVAL OF PERMIT. The Event may not proceed until final approval for the permit is issued in written form by county legal counsel. County legal counsel will issue final approval after receipt of the following materials:

a. PROOF OF INSURANCE as provided in numbered paragraph 7.

DONE at McMinnville, Oregon on April 12, 2018.

ATTEST



YAMHILL COUNTY BOARD OF COMMISSIONERS

BRIAN VAN BERGEN  
County Clerk

Chair

MARY STARRETT

By: Carolina Rook  
Deputy Carolina Rook

RICHARD L. OLSON  
Commissioner RICHARD L. "RICK" OLSON

FORM APPROVED BY:

Timothy S. Sadlo  
Timothy S. Sadlo  
Assistant Yamhill County Counsel

Commissioner

STAN PRIMOZICH

Yamhill County, Oregon

Application for Outdoor Mass Gathering Permit (Ord. 580)

Board of Commissioners, Yamhill County Courthouse, 535 E. 5<sup>th</sup> Street McMinnville, OR 97128 Tel: 503-434-7501 • Fax: 503-434-7553

Docket \_\_\_\_\_  
 Date \_\_\_\_\_  
 Rec'd By \_\_\_\_\_  
 Receipt # \_\_\_\_\_  
 Fee \$ \_\_\_\_\_

APPLICANT			LEGAL OWNER (IF DIFFERENT)		
<u>Hamblich</u> Last Name	<u>Kimberly</u> First	<u>A</u> MI	_____	_____	_____
<u>22900 SW Pittman Rd</u> Mailing Address (Street or PO Box)			_____		
<u>Sheridan</u> City	<u>OR</u> State	<u>97378</u> Zip	_____	_____	_____
<u>903-560-0673</u> Telephone			_____		

If the applicant is not the legal owner, state applicant's interest in property:

PROPERTY INFORMATION

Tax Lot(s) R563200500, R563200101 Zone EF

Address of property 32380 W Valley Hwy S 22900 SW Pittman Rd Sheridan

(Fill out application form completely. Attach additional pages if necessary.)

Type of Event: Music Festival Persons expected to attend per event: 1500

Date or dates (5 max.) JULY 20-22, 2018

Present use of the property: hay field in most of fields, apple orchard

Please list the type of buildings that are currently on the property (i.e. residence (type), pole building, agricultural barn or other outbuildings, etc.):

residence, 1 barn in quarry that will be used for meat, 1 pole building tower is now a cidery, one animal barn

Is there a septic system on the property? Yes  No \_\_\_\_\_

How will water be provided for event? Well  City \_\_\_\_\_ Other \_\_\_\_\_

How is the property accessed? North entrance on Pittman, exit on West Valley Hwy

Proposed plan for offstreet parking (attach diagram if appropriate). Proposed plan for traffic control for egress and ingress and parking control (attach additional sheets if necessary):

parking & camping is in hay fields, five lanes will be established and one way main "road" through prop. Plan to have a flagger down at the bottom of Pittman during busy times.

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Proposed fire control: Mobile water truck, buckets of water, fire lanes, established, smoking areas. Proposed medical standby: West Valley Fire <sup>additional</sup> Nurse Station at event  
Proposed restroom facilities, including number: porta potties, 22-25  
Proposed crowd control or security: hired security at night after SPM, volunteers during event

THE APPLICANT MUST SUBMIT:

1. Completed application form, signed by the applicant and property owner (if different). The property owner's signature must be notarized.
2. Site plan drawn to approximate scale showing property lines, location and size of all existing buildings, existing and proposed access roads, and location and size of any proposed temporary structures, including restroom facilities, for use in the Event.
3. Filing fee (make check payable to Yamhill County).

**NOTE: Fees are not transferrable or refundable.**

I hereby declare under penalties of false swearing (ORS 162.075 and 162.085) that the above information is true and correct to the best of my knowledge. I understand that issuance of a permit based on this application will not excuse me from complying with other effective ordinances and laws, including those regulating the use of the land and buildings.

I understand that Oregon law and county ordinances require the Board to refer the application to the county sheriff, county health officer, fire chief and state or local road authorities for their recommended permit conditions. I understand that the Board can impose reasonable conditions in its Order granting the Outdoor Mass Gathering Permit.

I hereby grant permission for and consent to Yamhill County, its officers, agents, and employees coming upon the above-described property to gather information and inspect the property whenever it is reasonably necessary for the purpose of processing this application.

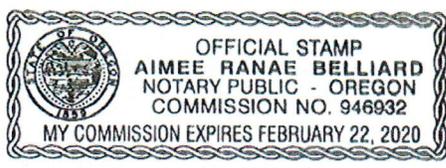
Kim Hamblin [Signature]  
Applicant's printed name and signature

\_\_\_\_\_  
Property owner's printed name and signature (if different from applicant)

State of Oregon )  
County of Yamhill ) ss

Subscribed and sworn to before me on this 13<sup>th</sup> day of February, 20 19 18 by

Kim Hamblin (applicant) and \_\_\_\_\_ (property owner, if different from applicant).



Aimee Belliard  
Notary Public for Oregon  
My Commission expires 2/22/2020



	Music		First Aid
	Trolley		Eats
	Info / checkin		Raven's Roost
	Restrooms / garbage / water		Arts
	Fire Truck		Smoke
	Other-abled		No Entry
	Kid Camp		

RV Camping

Early Bird Camping

Night Owl Camping

Day Parking

Vendor Camp

Band Camp

Pittman Rd  
ENTRY

Willamina - Sheridan Highway

