

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 Katie Vinson (applicant); Approving a Special Permit for the Wildwood Music Festival at 41100 Tindle Creek Rd., Willamina, OR On June 20, 21 and 22, 2025))))) BOARD ORDER 25-106

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 April 17, 2025, Commissioners Kit Johnston, Mary Starrett and David “Bubba” King being present. THE BOARD MAKES THE FOLLOWING FINDINGS.

A Yamhill County Code, Chapter 4.20 and ORS 433.735 to 433.770 allow the Board to issue a permit for an “outdoor mass gathering” under circumstances described in the code and the statutes. The code and the statutes require a public hearing to be held prior to approval of an application for a permit.

B. Katie Vinson (“Applicant”) has applied for a permit to host an event known as the “Wildwood Music Festival” at, 41100 Tindle Creek Rd., Willamina, Oregon on June 20, 21 and 22, 2025. More than 1,000 but less than 3,000 persons are reasonably expected to attend the Event as defined below. The applicant seeks permission to use properties owned by Katie Vinson located at 41100 Tindle Creek Rd., Willamina for the Event. A copy of the application is attached and incorporated into this Board Order as Exhibit “A.”

C. A noticed public hearing on the application was held on January 30, 2025 at the Yamhill County Courthouse. At the conclusion of the public hearing, the Board tentatively approved the application.

D. The Board finds that the application should be allowed as permitted by this Board Order. NOW, THEREFORE,

IT IS HEREBY ORDERED BY THE BOARD that Katie Vinson, Willamina, Oregon (“Applicant”) is granted an outdoor mass gathering permit to conduct an event known as the Wildwood Music Festival (the “Event”) on June 20, 21, and 22, 2025 at 41100 Tindle Creek Rd., Willamina, owned by Katie Vinson, an outdoor mass gathering 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 am June 20 to 5:00 pm on June 22, 2025. The applicants request overnight camping privileges for Friday, June 20, and Saturday, June 21, 2025 for participants and spectators. Any understandings and arrangements regarding continuous public access to the private property during the event, including but not limited to overnight camping for participants, vendors and spectators, will need to be arranged between the landowner and the 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. This plan should be on sight for review by the Sheriff's office.
5. **FIRE CONTROL.** The Applicant must allow a site visit from the Grand Ronde Department of Emergency Services prior to the event. The Applicant will comply with any requirements imposed by the Grand Ronde Department of Emergency Services, the Oregon Department of Forestry or the Oregon State 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 Event. The County has to 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 17, 2025.

ATTEST



YAMHILL COUNTY BOARD OF COMMISSIONERS

KERI HINTON

County Clerk

By: Carolina Rook
Deputy CAROLINA ROOK

FORM APPROVED BY:

Christian Boenisch
CHRISTIAN BOENISCH
Yamhill County Counsel

Kit Johnston

Chair

KIT JOHNSTON

Mary Starrett

Commissioner

MARY STARRETT

David King

Commissioner

DAVID KING

Approved by the Yamhill County Board of
Commissioners on 04/17/2025
via Board Order 25-106

Yamhill County, Oregon

Application for Outdoor Mass Gathering Permit (Ord. 580)

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

RECEIVED
Docket # _____
Date _____
Rec'd By NOV 26 2024
Receipt # _____
Fee YAMHILL COUNTY COUNSEL

| APPLICANT | | | | LEGAL OWNER (IF DIFFERENT) | | | |
|------------------------------------|-----------|--------------|--|------------------------------------|-----------|--------------|--|
| <u>Wildwood Music Fest LLC</u> | | | | <u>Margery E Kendall Trust</u> | | | |
| Last Name | First | MI | | Last Name | First | MI | |
| <u>P.O. Box 482</u> | | | | <u>P.O. Box 604</u> | | | |
| Mailing Address (Street or PO Box) | | | | Mailing Address (Street or PO Box) | | | |
| <u>Willamina</u> | <u>OR</u> | <u>97396</u> | | <u>Willamina</u> | <u>OR</u> | <u>97396</u> | |
| City | State | Zip | | City | State | Zip | |
| <u>971-241-3123</u> | | | | <u>971-241-4104</u> | | | |
| Telephone | | | | Telephone | | | |

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

PROPERTY INFORMATION

Tax Lot(s) R572200200 Zone EF-80
Address of property 41100 Tindle Creek Rd Willamina, OR 97396

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

Type of Event: Music Festival & campout Persons expected to attend per event: 350-400
Date or dates (5 max.): June 20-22nd Second choice July 25-27
Present use of the property: Forestry / Farming / ranching.

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

house, shed, gazebo

Is there a septic system on the property? Yes X No _____

How will water be provided for event? Well _____ City _____

Other drinking water delivered from coastal mountain springs

How is the property accessed? County Road Tindle Creek Rd.

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):

see attached

Application for Outdoor Mass Gathering Permit

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Proposed fire control: Full portable 500 gallon ^{water} trailer Proposed medical standby: nurse available + ^{first} aid station

Proposed restroom facilities, including number: 14 portable toilets

Proposed crowd control or security: professional security 5pm to 2am Friday, volunteers during other hours

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.

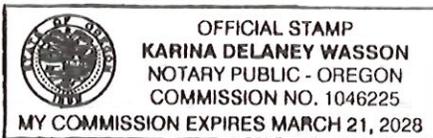
I hereby grant permission for and consent to Yamhill County, its officers, agents, and employees coming upon the above-described property to gather information and inspect the property whenever it is reasonably necessary for the purpose of processing this application.

Katie Vinson Katie Vinson
Applicant's printed name and signature

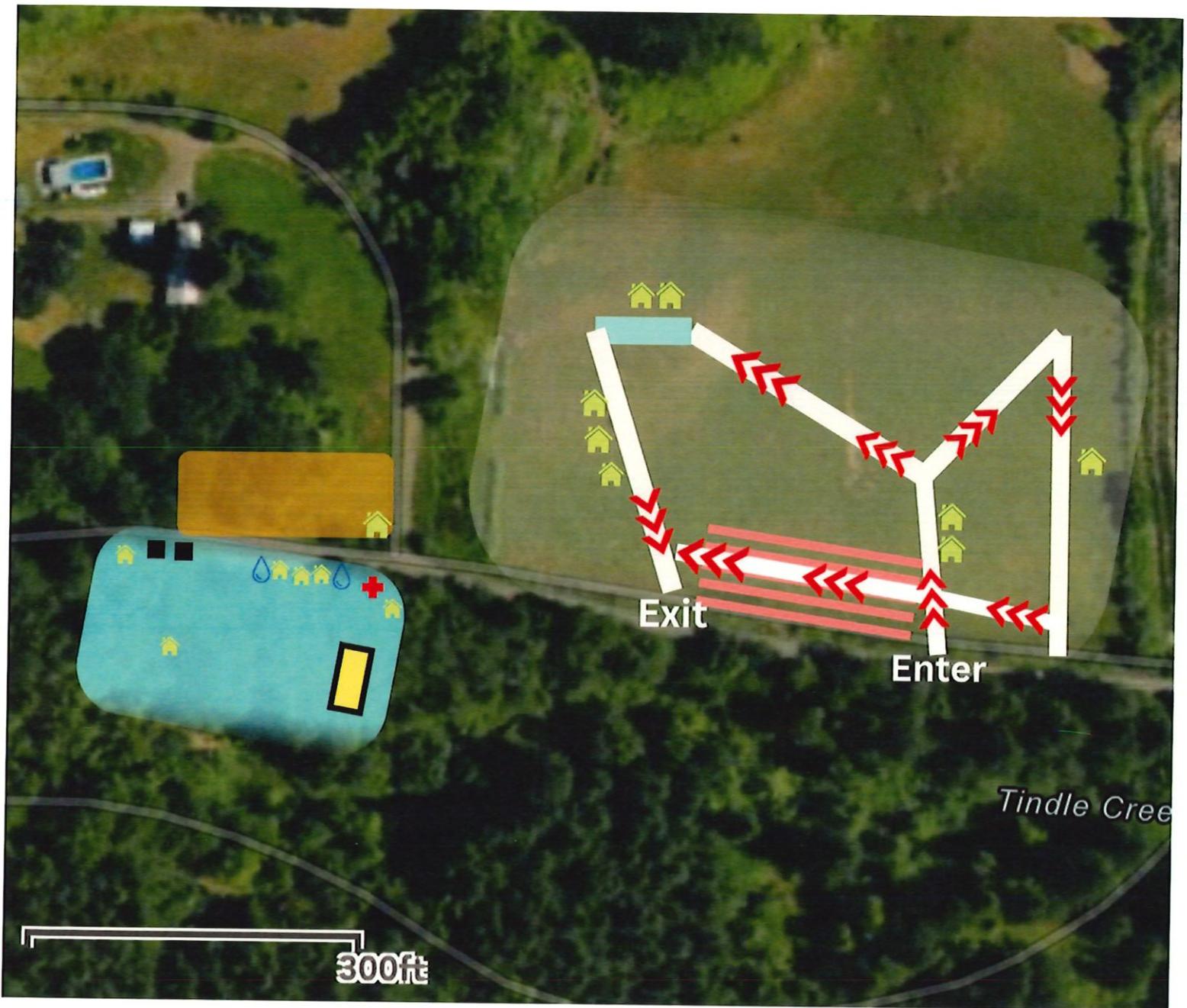
Margery Kendall Margery Kendall
Property owner's printed name and signature (if different from applicant)

State of Oregon)
County of Yamhill) ss

Subscribed and sworn to before me on this 22nd day of November, 2024 by
Katie Vinson (applicant) and Margery Kendall (property owner, if different from applicant).



Marina Wasson
Notary Public for Oregon
My Commission expires 3/21/28



- music, food & beverage
- car camping
- emergency parking and vendor loading
- + first aid
- stage
- day parking
- 💧 hand washing stations
- food vendors
- 🏠 porta pottie