

OUTDOOR COMMUNITY EVENT LICENSE APPLICATION

1001 EAST 9TH STREET, BUILDING A

P.O. BOX 11130

RENO, NEVADA 89520-0027

(775) 328-3733

www.washoecounty.us

OUTDOOR COMMUNITY EVENT LICENSE GENERAL PROCEDURES

Definition: "Outdoor community event" means an assembly of more than 100 and less than 1,000 persons on any one day of the event gathered together for any purpose, at any location, other than a permanent building or permanent installation that has been constructed for and will accommodate the number of persons gathered therein.

1. **APPLICATION.** Complete the form in ink. This application is for events with attendance over 100 and less than 1,000 persons on any one day the event. There is a \$50.00 nonrefundable application fee. Applications will be returned if the application fee is not included. Three paper copies of the application and one electronic pdf file (memory stick or DVD) must be turned in at least 90 days before the event. The application must include all required forms.
2. **APPLICATION DEADLINE.** All applications must be submitted at least 90 days in advance of the event.
3. **LICENSING/PERMIT REQUIREMENTS.** An outdoor community event license is required on any public or private lands in the unincorporated area of Washoe County except for lands managed by the Washoe County Parks Department and state, trust, tribal, and federal lands. All events must meet land use/regulatory zone requirements before the license will be issued. For information on land use/regulatory zone requirements, call (775) 328-6100 with the parcel number(s) of the event. There are special application processes, depending on the size of the event:
 - a. *Events with between 100 and 299 people on any one day of the event.* These events require an outdoor community event license only. The Director of the Planning and Development Division shall approve, approve with conditions, or deny the license.
 - b. *Events with between 300 and 999 people on any one day of the event.* These events shall obtain both an outdoor community event license and an administrative permit. This application shall suffice for the outdoor community event license application and the administrative permit application. No additional fees are required for filing the administrative permit application. The Board of Adjustment shall approve, approve with conditions, or deny the license and permit.
4. **FEES.** The license fee for an outdoor community event is \$350.00 per day plus any booth fees if applicable. If the event is a carnival, circus or tent show the daily license fee is \$300, to a maximum amount of \$4,200, plus booth fees if applicable.

BOOTH FEES			
1-4 booths	\$ 25	50-59 booths	\$ 30
5-9 booths	\$ 50	60-69 booths	\$ 350
10-19 booths	\$ 100	70-79 booths	\$ 400
20-29 booths	\$ 150	80-89 booths	\$ 45
30-39 booths	\$ 200	90-100 booths	\$ 500
40-49 booths	\$ 250	More than 100 booths	\$ 500 plus \$5 for each booth in excess of 100

5. **INVESTIGATION.** The sheriff's office shall conduct a criminal history background check of the applicants (to include partners and corporate officers). Fingerprint impressions may be taken and submitted to the Nevada central repository for criminal history records and the Federal Bureau of Investigation. Fingerprint impressions will be taken after the application is turned in and deemed complete.
6. **CONDITIONS.** All conditions imposed by the Director or the Board of Adjustment for the outdoor community event license and/or the administrative permit must be met before the license will be issued.
7. **APPROVALS.** The application will be reviewed by the appropriate agencies. The application will be approved by the Director of the Planning and Development Division or the Board of Adjustment.
8. **ISSUANCE OF LICENSE.** The outdoor community event license will be issued after all fees have been paid and all necessary approvals have been received. The event license must be displayed prominently at the event and must be available for inspection. This license is valid only for the event authorized and not for any other event.

OUTDOOR COMMUNITY EVENT LICENSE/PERMIT

Materials required for submittal

- ☒ Fees – check(s) made payable to "Washoe County"
- Application fee**
- ☒ \$50 non-refundable application fee
- Daily fee(s)**
- ☒ \$350 daily fee plus appropriate booth fees
- Carnival, circus or tent show fees*
- _____ \$300 daily fee (maximum of \$4200) plus appropriate booth fees
- _____ Three packets and one electronic pdf file (memory stick or DVD). Each packet shall include the completed application and event plan. The event plan must include:
- ☒ Site plan showing the arrangement of all facilities; including ingress, egress, parking and camping; and,
- Detailed explanations for:
- ☒ Security and fire protection
- N/A Water supply and facilities
- N/A Sanitation facilities
- _____ Medical facilities and services
- N/A Vehicle parking spaces
- ☒ Vehicle access and on-site traffic control
- ☒ Communication system
- N/A Illuminating the premises (if applicable)
- N/A Camping (if applicable)
- ☒ Cleanup and rubbish removal plan and cost estimates to return the event site to its pre-event condition
- ☒ Certified copies of articles of incorporation filed in Nevada (if applicable)
- N/A Copy of partnership papers (if applicable)
- ☒ Insurer Information and copy of insurance policy specific to event (copy must be furnished prior to the issuance of the license)

Submission Materials (continued)

- ☒ Property ownership affidavit and permission to conduct event signed by each property owner(s) and notarized (separate form for each property owner)
- ☒ Vendor list
- ☒ Statement of Assets
- ☒ Statement of Liabilities
- ☒ Personal history of all applicants (to include corporate officers and partners)
- ☒ N/A Names and addresses of any person contributing, investing or having an expected financial interest greater than \$500 in producing the event
- ☒ Names and addresses of any person expected to provide, for consideration, services or activities ancillary to or in conjunction with the event
- ☒ Release of claims and authorization to release information signed by each applicant (to include corporate officers and partners) and notarized

OUTDOOR COMMUNITY EVENT APPLICATION

(Requires a non-refundable \$50 application fee)

Application date: February 15, 2025

Applicant Information

Applicant's name: Incline Village Crystal Bay Business and Community Association

Mailing address: 969 Tahoe Blvd Incline Village, NV 89451
Street or PO Box City State Zip code

Phone: 775-771-2391 (Business) (Home) (Cell)

All applicants, to include corporate officers or partners must complete a personal history form

Is the applicant a(n): ☒ Corporation ☐ Partnership ☐ Individual

If a corporation or a partnership, list corporate officers or partners:

Name	Address	Title
Mike Young	969 Tahoe Blvd., Incline Village, NV 89451	President
Craig Iverson	937 Tahoe Blvd. Ste. 200, Incline Village, NV 89451	Treasurer

Event Information

Name of Event: Local Heroes Parade

Date(s) of Event: July 3, 2025 Hours of operation: 8 a.m. to 11:30 a.m.

Location of Event: Oreil Way & Tanager & Incline Way for staging to IVGID Recreation Center on Incline Way, Incline Village

Assessor Parcel Number(s): 127-021-02 (Incline Way IVGID Admin), 127-040-07 (IVGID Rec. Center),

Description of Event: Community parade honoring our Veterans and local heroes - fire department, Sheriffs and snow blowers. We expect to include cars, bike riders, floats, bands, walkers and horses.

Name of the designated event representative who will be on-site during the event and who has authority to bind the applicant: Mike Young

Will an admission fee be charged for your event? ☐ Yes ☒ No

If yes, amount and type of fee(s):
When will fee be collected? ☐ Pre-sales ☐ At entrance

Approximate number of participants and other persons: 295

Approximate number of customers and spectators: _____

Approximate maximum number of persons on any one day of the event: 299

Will food and/or beverages be served? ☐ Yes ☒ No

(all food and beverage vendors must have the appropriate ☒ Washoe County Health District permits)

Will alcoholic beverages be served? ☐ Yes ☒ No

(all intoxicating liquor vendors must be individual ☒ licensed with Washoe County Business License)

Will there be live music? ☐ Yes ☐ No
☒ As part of the parade.

**OUTDOOR COMMUNITY EVENT
PERSONAL HISTORY**

(complete a separate form for each applicant, to include corporate officers and partners)

Name in full: Mike A. Young
First Middle Last

List ALL other names you have been known by: _____

Residence address: _____
Street City State Zip Code

Residence phone: _____ Business phone: same

Name of your present business or employer: Sotheby Realty

Business address: 570 Lakeshore, Incline Village, NV 89451
Street City State Zip Code

Type of business: Realty Position: Broker Sales

How long engaged in this business: _____

Date of birth: _____ Age: _____ Place of birth: _____

List cities in which you have lived during the last ten years:

Dates From and To City State

I, the undersigned, have answered all questions in this application and to the best of my knowledge all answers are true and correct. I further understand that disclosure of any false, misleading or incorrect answers could result in the denial of the license. The filing of the application does not authorize the conducting of any event for which a license is required, and any carrying on of such event before a license is issued may also be grounds for denial of a license.

Mike Young

Printed name of applicant



Signature of applicant

21 Feb 25

Date

**OUTDOOR COMMUNITY EVENT
PERSONAL HISTORY**

(complete a separate form for each applicant, to include corporate officers and partners)

Name in full: Craig J Iverson
First Middle Last

List ALL other names you have been known by: None

Residence address: _____
Street City State Zip Code

Residence phone: _____ Business phone: 775-831-7288

Name of your present business or employer: Ashley Quinn, CPAs & Consultants Ltd

Business address: 937 Tahoe Blvd Ste 200 Incline Village NV 89451
Street City State Zip Code

Type of business: Certified Public Accountants Position: CPA/Shareholder

How long engaged in this business: 32 years

Date of birth: _____ Age: _____ Place of birth: _____

List cities in which you have lived during the last ten years:

Dates From and To	City	State

I, the undersigned, have answered all questions in this application and to the best of my knowledge all answers are true and correct. I further understand that disclosure of any false, misleading or incorrect answers could result in the denial of the license. The filing of the application does not authorize the conducting of any event for which a license is required, and any carrying on of such event before a license is issued may also be grounds for denial of a license.

Craig J Iverson

Printed name of applicant

Craig Iverson

Signature of applicant

February 12, 2025

Date

**OUTDOOR COMMUNITY EVENT
CONTRIBUTORS OR INVESTORS LIST**

(List the names and addresses of any person contributing, investing or
having an expected financial interest greater than \$500 in producing the event)
(attach additional sheets if needed)

Name

Address

N/A

ANCILLARY SERVICES OR ACTIVITIES LIST

(List the names and addresses of any person expected to provide, for consideration,
services or activities ancillary to or in conjunction with the event)
(attach additional sheets if needed)

Name

Address

N/A

**OUTDOOR COMMUNITY EVENT
RELEASE OF CLAIMS**

(complete a separate form for each applicant, to include corporate officers and partners)

The undersigned has filed with Washoe County Business License an application for outdoor community event license. In consideration of the assurance by the Board of County Commissioners that no vote on said application will be taken except after a deliberate, intensive and thorough investigation of the undersigned, including but not limited to criminal history background, associates and finances, the undersigned does for himself, his heirs, executors, administrators, successors and assigns, hereby release, remise and forever discharge the County of Washoe, Washoe County Sheriff's Office, Washoe County Commission, and Washoe County Business License from any and all manner of actions, causes of action, suits, debts, judgments, executions, claims, and demands whatsoever, known or unknown, in law or equity, which the undersigned ever had, now has or may have, or claim to have against any or all of said entities or individuals arising out of or by reason of the processing or investigation of or other action relating to the undersigned application.

AUTHORIZATION TO RELEASE INFORMATION

As an applicant for an outdoor community event license with Washoe County Business License, I am required to furnish information for use in determining my qualifications. In this connection, I authorize release of any and all information of a confidential or privileged nature.

I hereby release you, your organization and others from liability or damage, which may result from furnishing the information requested. This release will expire 180 days after the date signed.

I, the undersigned, have read this release and understand all its terms; I execute it voluntarily and with full knowledge of its significance.

IN WITNESS WHEREOF, I have executed this release at 940 Southwood blvd #203 on the
21 day of January, 2025.

Mike Yang
Printed name of applicant

Mike Yang
Signature of applicant

Subscribed and sworn to before me this 21 day of January, 2025

[Signature]
Notary Public in and for said county and state

My commission expires: March 25, 2026



OUTDOOR COMMUNITY EVENT INSURANCE, HOLD HARMLESS AND INDEMNIFICATION REQUIREMENTS

Pursuant to Washoe County Code section 25.303, any applicant for a Washoe County outdoor community event license must ensure the following requirements are met to the satisfaction of the Washoe County Risk Management Division before the outdoor community event license may be issued.

INDEMNIFICATION & HOLD HARMLESS

As respects acts, errors or omissions relating to the event, APPLICANT agrees to indemnify and hold harmless COUNTY, its officers, agents, employees, and volunteers from and against any and all claims, demands, defense costs, liability or consequential damages of any kind or nature arising directly or indirectly out of the event or any activity leading up to, during, or following the event, excepting those which arise out of the sole negligence of the COUNTY.

APPLICANT further agrees to defend COUNTY and assume all costs, expenses and liabilities of any nature to which COUNTY may be subjected as a result of any claim, demand, action or cause of action arising out of the negligent acts, errors or omissions of APPLICANT or its agents concerning the event.

INSURANCE REQUIREMENTS

COUNTY requires that APPLICANT purchase General Liability Insurance as described below against claims for injuries to persons or damages to property which may arise from or in connection with the event by APPLICANT, its agents, representatives, or employees. The cost of all such insurance shall be borne by APPLICANT.


APPLICANT shall maintain coverage and limits no less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall be increased to equal twice the required occurrence limit, to apply separately to this event.

Any deductibles or self-insured retentions must be declared to and approved by the COUNTY Risk Management Division prior to the event. COUNTY reserves the right to request additional documentation, financial or otherwise prior to giving its approval of the deductibles and self-insured retention and prior to issuing the license. The COUNTY Risk Manager prior to the change taking effect must approve any changes to the deductibles or self-insured retentions.

APPLICANT shall provide COUNTY with a certificate of insurance that identifies COUNTY, its officers, agents, employees and volunteers as additional insured's.

NOTE: A certificate of insurance complying with the provisions stated above is not required with the outdoor community business license application, but must be furnished prior to the issuance of the license.

I hereby agree to the all of the provisions stated above:

<u>Local Heroes Parade</u>	<u>July 2, 2025</u>
Name of Event	Date(s) of Event
<u>Mike Young</u>	<u></u>
Applicant's name (printed)	Applicant's signature
Date: <u>January 13, 2025</u>	

**OUTDOOR COMMUNITY EVENT
(Outdoor Festivals)
WASHOE COUNTY CODE CHAPTERS 25 & 110**

EXTRACT FROM WASHOE COUNTY CODE CHAPTER 25

25.013 Definitions. (extract, definitions for Outdoor Festivals only)

14. "Outdoor community event" means an assembly of more than 100 and less than 1000 persons on any 1 day of the event gathered together for any purpose, at any location, other than a permanent building or permanent installation that has been constructed for and will accommodate the number of persons gathered therein.

15. "Outdoor festival" means an assembly of 1,000 or more persons on any 1 day of the event gathered together for any purpose, at any location, other than a permanent building or permanent installation that has been constructed for and will accommodate the number of persons gathered therein.

25.263 Definitions. As used in sections 25.263 to 25.305, inclusive:

1. The terms "outdoor community event" and "outdoor festival" have the meanings ascribed to them in section 25.013.

2. "Carnival" means a traveling business providing commercial entertainment consisting of sideshows, concessions, rides, games of chance, and other amusements. When held outdoors, a carnival is a type of outdoor festival or outdoor community event.

3. "Circus" means a traveling business providing commercial performances by acrobats, trained animals, clowns, jugglers, and others within a tent or arena. When held outdoors or in a tent, a circus is a type of outdoor festival or outdoor community event.

4. "Tent show" means a traveling business providing music, lectures, or entertainment in a tent, and is a type of outdoor festival or outdoor community event.

[§4, Ord. No. 1099; A. Ord. No. 1138]

25.265 License required for certain outdoor events. In addition to complying with the general provisions of this chapter, a person must secure a license in accordance with sections 25.263 to 25.305, inclusive, to operate or conduct:

1. An outdoor festival including, without limitation, an outdoor circus, carnival, or other outdoor entertainment event for 1000 or more persons on any one (1) day of the event for which an outdoor festival license is required pursuant to sections 110.310.15 and 110.310.20 inclusive.

2. An outdoor community event. The license is in addition to any administrative permit granted pursuant to section 110.310.15.

[§5, Ord. No. 1099; A. Ord. Nos. 1138, 1260]

25.267 License valid for one event only. A license issued under sections 25.263 to 25.305 is valid only for the event authorized and not for any other event.

[§6, Ord. No. 1099]

25.269 Applicability. A person must secure a license under section 25.283 to conduct or operate any outdoor event listed in section 25.265 proposed to take place on public or private lands in the unincorporated area of Washoe County, except for lands managed by the Washoe County Parks Department and state, trust, tribal, and federal lands.

[§7, Ord. No. 1099]

25.271 Unlawful acts. It is unlawful for any licensee, employee, agent or person associated with a licensee to:

1. Unless authorized to do so by Washoe County, conduct, operate, participate in, or provide supplies or services to an event for which a license is required under section 25.265 for which a license has not been issued, or to continue to conduct, operate, participate in, or provide supplies or services to such an event for which a license has been suspended or revoked.

2. Except for advance ticket sales by mail or similar means, to sell tickets or admit persons to an event for which a license is required under section 25.265 for which a license has not been issued, or to continue to sell tickets or admit persons to such an event for which a license has been suspended or revoked.

3. Operate, conduct, or carry on an event for which a license is required under section 25.265 in such a manner as to create a nuisance.

4. Allow any person on the premises of an event for which a license has been issued under section 25.283 to cause or create a disturbance in, around or near any place of the event by offensive or disorderly conduct.

5. Knowingly allow any person to sell, consume or be in possession of intoxicating liquor while in a place of an event for which a license has been issued under section 25.283, except where such sale, consumption or possession is expressly authorized under chapters 25 and 30 and the laws of the State of Nevada.

6. Knowingly allow any person in, around, or near an event for which a license has been issued under section 25.283 to use, sell, or be in possession of any controlled substance or dangerous drug.

[§8, Ord. No. 1099]

25.272 Outdoor community events; license required; application; fees; approval or denial; revocation; unlawful acts.

1. The provisions of this section and the provisions of sections 25.010 to 25.445, inclusive, apply to an application for a license to hold an outdoor community event.

2. No outdoor community event shall be held or conducted unless the sponsor has first obtained a business license pursuant to this section. An outdoor community event with more than 300 and less than 1000 persons on any one (1) day of the event shall also obtain an administrative permit pursuant to section 110.310.20.

3. Application for a license to conduct an outdoor community event shall be made to the license division on forms designated by the license division and shall be accompanied by a nonrefundable application fee of \$50 and any other business license fees as set forth in this chapter, which may be refunded in accordance with this chapter if the application is denied or withdrawn. The application shall require the same information required under section 25.273. For those events requiring an administrative permit pursuant to section 2, the license application shall suffice for the administrative permit application and no additional fees are required for filing the administrative permit application.

4. The director of community development or the board of adjustment shall approve or deny the application. Grounds for denial are the same as those set forth in section 25.281 and notice thereof shall be made in accordance with section 25.279. Approval may include the imposition by the license division of any condition set forth in sections 25.289 to 25.305, inclusive.

5. The license may be suspended or revoked in the manner provided in section 25.287.

6. The acts declared unlawful in section 25.271 shall also be unlawful if done during or in conjunction with an outdoor community event.

[§165, Ord. No. 1138]

25.273 Application and fee.

1. An application to conduct an event for which a license is required under section 25.265 must be made in writing to the license division on forms provided by the division. The license division must receive a complete application at least 90 days prior to commencement of the event. No application shall be processed until the application is deemed complete by the license division. Except as provided in subsection 4, the license application must be accompanied by:

(a) A nonrefundable application fee of \$1,000 for a license required pursuant to subsection 1 of section 25.265, and

(b) Any business license fees as set forth in this chapter, which may be refunded in accordance with this chapter if the application is denied or withdrawn.

2. The application shall contain:

(a) The name, age, residence and mailing address of the person making the application. If the applicant is a partnership, the application must include the names and addresses of the partners, and the partners must join in the application as individual licensees. If the applicant is a corporation, the application must include a certified copy of the articles of incorporation and the names and addresses of the president, vice president, secretary and treasurer thereof, and these officers must join in the application as individual licensees.

(b) A statement of the nature and purpose of the proposed event.

(c) The address and assessor's parcel number or numbers of the place where the proposed event is to be conducted, operated, or carried on. The application must include proof of ownership of the place where the event is to be conducted or a statement signed by the owner indicating his consent for the site to be used for the proposed event.

(d) The date or dates and the hours during which the event is to be conducted.

(e) An estimate of the number of customers, spectators, participants and other persons expected to attend the event for each day it is conducted.

(f) The names and addresses of anyone contributing, investing or having an expected financial interest greater than \$500 in producing the event.

(g) The name and address of any person expected to provide, for consideration, services or activities ancillary to or in conjunction with the festival.

(h) If other than the applicant, the name of a designated event representative who must be on the site of the event during the course of the event and who has authority to bind the applicant.

(i) An event plan in accordance with section 25.275.

(j) A statement covering the history of all similar events conducted, operated, or promoted by the applicant in any location including, at a minimum, event names, types, dates, locations, and permits issued.

3. After the application is submitted with required fees and deemed complete by the license division, the license division must:

(a) Transmit one copy of the application and a copy of the receipt for the application fee to the county clerk; and

(b) Promptly give notice of the application to the sheriff, the district health officer, and other local, regional, state, and federal officers as appropriate, with a request for written recommendations related to their official functions as to the granting of a license and the conditions thereof. The license division may establish a deadline by which recommendations must be received.

4. Upon written application from any executive officer of any local post or unit of any national organization of ex-servicemen, acting in his official capacity, a license shall be issued without charge for a tent show or circus for not to exceed 2 weeks in any calendar year, if the local post or unit is to participate in such show or the proceeds thereof.

[§9, Ord. No. 1099; A. Ord. No. 1138]

25.275 Event plans. Each application submitted under section 25.273 must include fifteen copies of an event plan which must include:

1. A detailed explanation of the applicant's plans to provide security, fire protection, water supply, water facilities, sanitation facilities, medical facilities, medical services, vehicle parking, vehicle access, traffic control and, if the event will operate after dark or if persons will remain overnight, illumination and camping facilities.

2. Provisions and a cost estimate for cleaning up the premises and removing rubbish after the event.

3. A site plan showing the arrangement of all facilities, including those for egress, ingress, parking, and camping.

[§10, Ord. No. 1099]

25.276 Investigation.

1. Upon receiving the notice of the application as provided for in subsection 3(b) of section 25.273, the sheriff shall conduct a criminal history background check of the applicants in accordance with section 25.023 to determine whether cause for denial exists. The reasonable costs of the investigation shall be the responsibility of the applicant and shall be paid to the sheriff in advance.

2. The sheriff shall also conduct an investigation of the history of similar events operated, conducted, or promoted by the applicant to determine the truthfulness of the facts submitted by the applicant and to determine whether those events would have met the standards for outdoor festivals set forth in sections 25.263 to 25.305, inclusive.

3. For a second or subsequent application by an applicant, and provided that the applicant, owner, officer and/or director have not changed, the license division or the sheriff may waive the requirements of subsection 2 of this section and modify the requirements of subsection 1 of this section as follows:

(a) At the discretion of the Sheriff, a criminal history records check need not be processed in accordance with section 25.023, but the Sheriff shall review local police records including, without limitation, wants and warrants to determine whether cause for denial exists.

[§168, Ord. No. 1138; A. Ord. No. 1383]

25.277 Review procedures: Events for 1,000 or more persons. After an application for an event listed in subsection 1 of section 25.265 is submitted with required fees and deemed complete by the license division:

1. The license division must consult with the county clerk and set the application for public hearing at a regular meeting of the board to occur not more than 30 days after the application is deemed complete.

2. At least 10 days in advance of the hearing, the license division must give notice of the public hearing to the applicant and to affected property owners in the manner set forth in section 110.810.25 for special use permits.

3. Based upon the testimony of witnesses, the evidence presented at the hearing, and the report of the license division, the board must approve the issuance of a license with conditions or deny the application. The board may continue a decision on the application to its next regularly scheduled meeting.

4. If the board denies the application, the license division shall mail written notice of denial to the applicant within 5 working days of the denial. The notice must include a statement of the reasons the application was denied.

[§11, Ord. No. 1099; A. Ord. No. 1138]

25.279 Review procedures: Events for more than 100 but less than 1,000 persons. After an application for an event listed in subsection 2 of section 25.265 is submitted with required fees and deemed complete by the license division, the license division must review the application, following substantially the same procedures set forth in sections 110.808.30 to 110.808.45, inclusive, for administrative permits. The director of community development or, where applicable, the board of adjustment must approve the issuance of a license with conditions or deny the application.

[§12, Ord. No. 1099; A. Ord. No. 1138]

25.281 Grounds for denial. The board, the board of adjustment or the director of community development may deny issuance of a license for any of the following reasons:

1. The proposed event will be conducted in a manner or location not meeting the health, zoning, fire, building or safety standards established by Washoe County or state law.

2. The applicant has knowingly made a false, misleading, or fraudulent statement of material fact in the application for a license or in any other document required pursuant to sections 25.263 to 25.305, inclusive.

3. The applicant or any person connected or associated with the applicant as partner, director, officer, associate or manager, or having a financial interest as described in subsection 2(f) of section 25.273 has previously conducted or been interested in the type of event for which a license is being applied for which resulted in the creation of a public or private nuisance.

4. The applicant or any person associated with the applicant as a partner, director, or officer has been convicted within the past ten (10) years of any of the following crimes:

(a) Involving the presentation, exhibition or performance of an obscene production, motion picture or place, or of selling obscene matter;

(b) Involving lewd conduct;

(c) Involving the use of force and violence upon the person of another;

(d) Involving misconduct with children; or

(e) Involving illegal use of controlled substances or dangerous drugs.

5. The applicant or any person associated with the applicant as a partner, director, or officer has a history of conducting similar events that would not meet the standards established in sections 25.263 to 25.305, inclusive.

[§13, Ord. No. 1099; A. Ord. No. 1138]

25.283 Issuance of license, posting, fee.

1. To make a determination that the conditions of license approval have been met, the license division must receive from the applicant proof of compliance with each condition imposed under section 25.277 or 25.279. Such proof must:

(a) Include executed contracts or agreements with all providers of required services and facilities, or other evidence approved by the director of community development;

(b) Where the sheriff, district health officer, director of community development, fire chief, or other officer has determined the condition, include the written approval or acknowledgement of that person; and

(c) Be received by the license division at least 5 working days prior to commencement of the event.

2. Upon a determination by the license division that the conditions of license approval have been met, and that all applicable fees and deposits have been paid, the license division must issue a license specifying the name and address of the licensee, the kind of festival licensed, and the dates and hours for which operation is authorized. The licensee must post the license in a conspicuous place upon the premises where the event is conducted.

3. The board hereby delegates to the director of community development the authority to determine whether an applicant has met the conditions of license approval. The applicant or his agent may appeal a decision of the director under this subsection in substantially the same manner as set forth in section 110.808.45 for administrative permits.

[§14, Ord. No. 1099]

25.285 Revocation of license: Cause. The board may revoke or further condition any license issued pursuant to section 25.283 when any of the following causes exists:

1. The licensee fails to pay to the license division any of the fees or deposits required under sections 25.263 to 25.305, inclusive.

2. The licensee, his employee or agent fails to fulfill any of the conditions of approval or to maintain required facilities pursuant to sections 25.263 to 25.305, inclusive, or to comply with any provision of any contract for police protection or other services.

3. The licensee allows the event to be conducted in a manner that violates any law or regulation established by Washoe County or the State of Nevada.

4. The licensee allows the festival to be conducted in a disorderly manner or knowingly allows any person to remain on the premises of the event while under the influence of intoxicating liquor or any controlled substance or dangerous drug.

5. The licensee, his employee or agent is convicted of any of the offenses enumerated under subsection 4 of section 25.281.

6. The licensee fails to provide the required number of facilities or personnel by reason of admitting persons in excess of the number estimated in the application.

[§15, Ord. No. 1099]

25.287 Suspension and revocation of outdoor community event or outdoor festival license: Procedures.

1. Whenever the continued operation of the event constitutes an imminent threat to the public health or safety, a license issued under section 25.283 is subject to immediate suspension by the license division, sheriff, chief of the responsible fire protection agency, or district health officer as set forth in this section.

A license issued under section 25.283 is also subject to immediate suspension by the license division or sheriff when any of the causes listed in section 25.285 exist.

2. Any person may file with the license division, sheriff, chief of the responsible fire protection agency, or district health officer a petition for suspension or revocation of the license of any licensee.

3. Whether initiated by petition or otherwise, the procedures for suspension and revocation shall be those set forth in sections 25.0380 through 25.0387, inclusive, except as follows:

- (a) The causes for revocation are set forth in 25.285; and
 - (b) The license division may modify the time schedules set forth in subsections 4 and 6 of section 25.0381 if the event is scheduled to commence before the hearing would be held, or request a special hearing pursuant to NRS 244.090 if the event has not commenced and reasonable notice is possible.
- [§16, Ord. No. 1099; A. Ord. No. 1138, 1336]

25.289 Licensing conditions: Generally.

1. For an event for which a license is required under section 25.265, the board, the board of zoning adjustment, or the director of community development must establish conditions that must be met prior to the issuance of a license.

2. Conditions imposed under subsection 1 of this section shall be imposed pursuant to Washoe County's general police power as necessary under all the circumstances for the protection of the health, welfare, safety and property of local residents and persons attending festivals in the county, and may include, without limitation, the conditions specified in sections 25.291 to 25.305, inclusive.

3. The licensee must meet conditions imposed under this section at the licensee's expense.

[§17, Ord. No. 1099; A. Ord. No. 1138]

25.291 Licensing conditions: Police protection. A licensee must employ sheriff's deputies or other police protection, to include private security firms or agencies, as necessary for the public health, safety, and welfare. The sheriff shall determine the numbers and types of officers or security personnel necessary to preserve order and protect persons and property in and around the place of the festival.

[§18, Ord. No. 1099]

25.293 Licensing conditions: Food, water, sanitation, garbage disposal, and medical services.

1. A licensee must provide on the premises of the festival as necessary for the public health, safety, and welfare:

- (a) An ample supply of potable water for drinking and sanitation purposes;
- (b) A minimum supply of water meeting federal government standards;
- (c) Except as provided in subsection 3 of this section, flush-type water closets, lavatories and drinking facilities, and related sewage and drainage systems;
- (d) Food concessions or facilities to feed adequately the number of persons expected to attend, considering the event's location, expected attendance, access to and capacity of existing facilities, and distance from public eating places or like establishments;
- (e) Sanitation facilities for the sole use of employees of the food concessions or operations;
- (f) Trash receptacles;
- (g) Removal of trash and refuse;
- (h) Emergency medical treatment facilities; doctors, nurses, and other aides needed to staff such facilities; and medical supplies, drugs, ambulances and other equipment, considering the expected attendance, expected ages of attendees, duration of planned events, possibility of exposure to inclement weather and outdoor elements, and availability of other facilities; and
- (i) Traffic lanes and other adequate space designated and kept open for access and travel of ambulances, helicopters, and other emergency vehicles to transport patients or staff to appropriate treatment facilities.

2. The district health officer shall determine the types, amounts, numbers, locations, and required quality of supplies, facilities, and services required under subsection 1 of this section.

3. Where flush-type water closets cannot be made available for the persons in attendance, the district health officer may allow the use of portable chemical toilets, which shall be emptied and recharged as necessary pursuant to procedures established by the district health officer. [§19, Ord. No. 1099]

25.295 Licensing conditions: Access, traffic, parking, camping, and illumination.

1. A licensee must provide on the premises of the festival as necessary to protect the public health, safety, and welfare:

- (a) Adequate parking space for persons attending by motor vehicle;
- (b) Adequate ingress and egress to festival premises and parking areas, including necessary roads, driveways, and entranceways to insure the orderly flow of traffic into the premises from a road that is part of or connects with a state or county highway;
- (c) An adequate access way for fire equipment, ambulances, and other emergency vehicles;
- (d) Traffic guards under the employ of the licensee to insure orderly traffic movement and relieve traffic congestion in the vicinity of the event;
- (e) Camping facilities and overnight areas, if necessary, that meet all applicable county and state requirements; and
- (f) Electric illumination of occupied areas, if a licensee will conduct an event after dark or allow persons to remain on the premises after dark.

2. For the purposes of this section, "adequate parking space for persons attending by motor vehicle" means a separate parking space for every two persons expected to attend by motor vehicle, individually and clearly marked, and not less than 12 feet wide and 20 feet long.

3. The director of community development shall consult with the director of public works and the county building officer, and shall determine the necessary parking, ingress, egress, access, traffic, camping, overnight, and illumination facilities and services required under subsection 1 of this section.

[§20, Ord. No. 1099]

25.297 Licensing conditions: Hours of operation. A license issued under section 25.283 must include as a condition the dates and hours of event operation approved by the board, the board of adjustment, or the director of community development.

[§21, Ord. No. 1099]

25.299 Licensing conditions: Fire protection.

1. A licensee must provide adequate fire protection, first aid equipment, and fire extinguishing equipment to protect the public health, safety, and welfare. If the event is to be conducted in a hazardous area as determined by the chief or chiefs of the responsible fire protection agency or agencies, considering all relevant factors, including without limitation the event location and nature, the nature of the surrounding area, and probable weather conditions, a licensee must employ fire guards and must remove flammable vegetation and other fire hazards.

2. The chief or chiefs of the responsible fire protection agency or agencies:

- (a) Shall determine the necessary numbers and types of equipment and personnel required under subsection 1 of this section;
- (b) May determine that an event is proposed in a hazardous fire area;
- (c) Shall approve the suitability of fire guards required to be employed by the licensee; and
- (d) Shall determine the manner and quantity of flammable vegetation and other fire hazards that must be removed.

[§22, Ord. No. 1099]

25.301 Licensing conditions: Financial ability to meet conditions. A licensee must provide proof of the financial ability of the applicants to meet the conditions of the license.

[§23, Ord. No. 1099]

25.303 Licensing conditions: Indemnification and insurance.

1. A licensee must indemnify, hold harmless, and defend the county, its agents, officers, servants and employees and the board, and any other public agencies involved, and their agents, officers, servants and employees, from and against any and all losses, injuries, or damages of any nature whatsoever arising out of, or in any way connected with such event, except such losses, injuries, or damages arising out of the sole negligence of the county or any other public agency involved.

2. A licensee must purchase and provide evidence of insurance coverage in an amount based on the liability exposure or potential losses created by the event.

3. The county risk manager shall determine the form, amount and type of evidence of insurance coverage required under subsection 2 of this section.

[§24, Ord. No. 1099]

25.305 Licensing conditions: Performance security.

1. A licensee must post a performance security in the form of surety bond, letter of credit, certificate of deposit, cash bond in favor of the county, or other instrument approved by the district attorney. The amount of the security shall be adequate to cover the costs of fulfilling specified conditions of license approval including, without limitation, the costs of removing debris, trash or other waste from, in and around the premises of the event.

2. As soon as practicable after completion of the event for which a license is issued under section 25.283, the license division shall inspect the event site and determine whether conditions of approval for which the licensee posted a performance security have been fulfilled.

3. If the license division determines that the conditions of license approval for which the licensee posted a performance security have been fulfilled, the division must promptly cause the release of the security. If the license division determines that the conditions of approval for which the licensee posted a performance security have not been fulfilled, the license division shall recommend to the district attorney that the security be forfeited and used to achieve compliance.

4. The license division shall determine the type and amount of performance security required under subsection 1 of this section.

[§25, Ord. No. 1099; A Ord. No. 1275]

EXTRACT FROM WASHOE COUNTY CODE CHAPTER 110

Section 110.310.15 Allowed Temporary Uses and Structures. Temporary uses and structures shall be subject to all the regulations as would be applied to a permanent principal or accessory use located in the same regulatory zone, except as otherwise provided by the regulations of this article. The following temporary uses and structures shall be allowed as specified by the provisions of this section and Chapter 25 of the Washoe County Code. The duration and frequency of temporary uses is established in this section and Chapter 25 of Washoe County Code. The Director of Community Development may impose additional restrictions on the frequency and duration of a temporary use.

(a) through (c) omitted

(d) **Circuses, Carnivals and Other Outdoor Entertainment Events.** Excluding activities and events occurring in a permanent entertainment facility, the temporary provision of games, eating and drinking facilities, live entertainment, animal exhibitions, or other similar activities in a tent or other temporary structure. Section 110.310.20, Circuses, Carnivals or Other Outdoor Entertainment Events, provides additional regulations.

(e) through (o) omitted

Section 110.310.20 Circuses, Carnivals or Other Outdoor Entertainment Events. A circus, carnival or other outdoor entertainment event may be permitted in all regulatory zones for a period not to exceed ten (10) days. Adequate parking and restroom facilities shall be provided for the expected attendance. An event that will have a combination of between three hundred (300) and nine hundred ninety-nine (999) participants and spectators on any one (1) day of the event shall obtain an administrative permit prior to the event. An administrative permit or outdoor festival license shall not be required for events held at or in facilities designed for such events. These facilities include auditoriums, convention facilities, stadiums and parks, but does not extend to ancillary support areas, such as parking lots, if the event is to be held on or in those ancillary support facilities. An event that will have a combination of more than one thousand (1,000) participants and spectators on any one (1) day of the event shall obtain an outdoor festival license as specified in Chapter 25 of the Washoe County Code, instead of an administrative permit.

Attachments

LOCAL HEROES PARADE – INCLINE VILLAGE – 2025

Articles of Incorporation

Detailed Traffic Control Plan

Map of Parade Route

List of Items from Nevada Barricade & Sign Co.

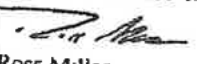
Washoe County Sheriff Approval

North Lake Tahoe Fire District Permit Approval

Nevada Department of Transportation Permit Approval

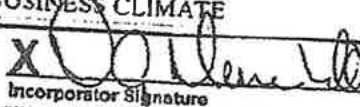

ROSS MILLER
Secretary of State
204 North Carson Street, Suite 4
Carson City, Nevada 89701-4520
(775) 684 5708
Website: www.nvsos.gov

**Nonprofit
Articles of Incorporation**
(PURSUANT TO NRS CHAPTER 82)

Filed in the office of  Document Number
20090468366-14
Filing Date and Time
06/03/2009 7:42 AM
Ross Miller
Secretary of State
State of Nevada
Filing Number
E0311412009-8

USE BLACK INK ONLY - DO NOT HIGHLIGHT

ABOVE SPACE IS FOR OFFICE USE ONLY

1. Name of Corporation:	INCLINE COMMUNITY BUSINESS ASSOCIATION		
2. Registered Agent for Service of Process: (check only one box)	<input type="checkbox"/> Commercial Registered Agent: Name <input checked="" type="checkbox"/> Noncommercial Registered Agent (name and address below) OR <input type="checkbox"/> Office or Position with Entity (name and address below) Name of Noncommercial Registered Agent D. G. MENCHETTI OR Name of Title of Office or Other Position with Entity Street Address 683 CRISTINA DRIVE INCLINE VILLAGE Nevada 89451 PO BOX 7100 City INCLINE VILLAGE Zip Code Mailing Address (if different from street address) INCLINE VILLAGE Nevada 89452 City Zip Code		
3. Names and Addresses of the Board of Directors/Trustees: (each Director/Trustee must be a natural person at least 18 years of age, attach additional page if more than four directors/trustees)	1) LINDA OFFERDAHL Name 593 LARIAT CIRCLE Street Address INCLINE VILLAGE NV 89451 City State Zip Code 2) LYNN MCGINTY Name PO BOX 6777 Street Address INCLINE VILLAGE NV 89450 City State Zip Code 3) MINDY WEGENER Name PO BOX 5937 Street Address INCLINE VILLAGE NV 89450 City State Zip Code 4) _____ Name Street Address City State Zip Code		
4. Purpose: (required, continue on additional page if necessary)	The purpose of the corporation shall be DEVELOP AND PROMOTE A HEALTHY BUSINESS CLIMATE		
5. Name, Address and Signature of Incorporator: (attach additional page if more than one incorporator)	Name D. G. MENCHETTI Address PO BOX 7100  Incorporator Signature INCLINE VILLAGE NV 89452 City State Zip Code		
6. Certificate of Acceptance of Appointment of Registered Agent:	I hereby accept appointment as Registered Agent for the above named Entity.  Authorized Signature of Registered Agent or On Behalf of Registered Agent Entirely Date JUNE 2, 2009		

This form must be accompanied by appropriate fees.

Nevada Secretary of State NRS 82 Articles
Revised: 4-14-09

SECRETARY OF STATE



CERTIFICATE OF EXISTENCE WITH STATUS IN GOOD STANDING

I, Barbara K. Cegavske, the duly qualified and elected Nevada Secretary of State, do hereby certify that I am, by the laws of said State, the custodian of the records relating to filings by corporations, non-profit corporations, corporations sole, limited-liability companies, limited partnerships, limited-liability partnerships and business trusts pursuant to Title 7 of the Nevada Revised Statutes which are either presently in a status of good standing or were in good standing for a time period subsequent of 1976 and am the proper officer to execute this certificate.

I further certify that the records of the Nevada Secretary of State, at the date of this certificate, evidence, **Incline Village Crystal Bay Association**, as a DOMESTIC NONPROFIT CORPORATION (82) duly organized under the laws of Nevada and existing under and by virtue of the laws of the State of Nevada since 06/03/2009, and is in good standing in this state.



Certificate Number: B202204052556385

You may verify this certificate
online at <http://www.nvsos.gov>

IN WITNESS WHEREOF, I have hereunto set my
hand and affixed the Great Seal of State, at my
office on 04/05/2022.

Barbara K. Cegavske

BARBARA K. CEGAVSKE
Secretary of State

Entity Information**Entity Information****Entity Name:**

INCLINE VILLAGE CRYSTAL BAY ASSOCIATION

Entity Number:

E0311412009-8

Entity Type:

Domestic Nonprofit Corporation (82)

Entity Status:

Active

Formation Date:

06/03/2009

NV Business ID:

NV20091350317

Termination Date:**Annual Report Due Date:**

6/30/2025

Compliance Hold:**Solicits Charitable Contribution:**

No

Registered AGENT INFORMATION

Name of Individual or Legal Entity:

CENTERPOINT CORPORATE SERVICES, INC.

Status:

Active

CRA Agent Entity Type:

Corporation

Registered Agent Type:

Commercial Registered Agent

NV Business ID:**Office or Position:****Jurisdiction:**

NEVADA

Street Address:

937 TAHOE BLVD, STE 130B, Incline Village, NV, 89451, USA

Mailing Address:

OFFICER INFORMATION

☐ View Historical Data

Title	Name	Address	Last Updated	Status
President	Mike Young	885 Tahoe Blvd, Incline Village, NV, 89451, USA	06/29/2024	Active
Secretary	Craig Iverson	885 Tahoe Blvd., Incline Village, NV, 89451, USA	06/29/2024	Active

Title	Name	Address	Last Updated	Status
Director	Sheila Leijon	885 Tahoe Blvd, Incline Village, NV, 89451, USA	06/29/2024	Active
Director	Mary Danahey	885 Tahoe Blvd, Incline Village, NV, 89451, USA	06/29/2024	Active
Director	Jason Jurss	885 Tahoe Blvd, Incline Village, NV, 89451, USA	06/29/2024	Active

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 Page 1 of 2, records 1 to 5 of 9
 [Go to Page](#)

CURRENT SHARES

Class/Series	Type	Share Number	Value
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No records to view.

Number of No Par Value Shares:

0

Total Authorized Capital:

[Filing History](#)
[Name History](#)
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[Return to Search](#)
[Return to Results](#)

Detailed Explanation For:

Traffic

Please see the attached Traffic Plan developed by Nevada Barricade & Sign with input from
Lt. Joe Colacurcio– Washoe County Sherriff's Office

John James – NLTFD Fire Marshall

Julie Malkin-Manning – IVCBA

Jeffrey & Pamela Sheldon – Rotary Club of Tahoe-Incline

We have contracted for 130 cones and various-size barriers from Nevada Barricade to block roads and driveways, as indicated on the map. The Sherriff's department will work with Nevada Barricade to strategically place them on the morning of July 3 according to the approved plan. CERT volunteers will augment the WCSO and Silver State in manning the barriers.

Security and Fire Protection

There will be no need for security beyond the presence of the WCSO. An application to the NLTFPD has been filed.

Water Supply and Facilities

Not applicable

Sanitation Facilities

Not applicable

Medical Facilities and Services

The Incline Village paramedics are stationed less than a mile from the beginning of the parade route.

Vehicle Parking Spaces

Incline Recreation Department on Incline Way has given written permission to use their parking lot.

Vehicle Access and On-Site Traffic Control

Nevada Barricade will post "reader boards" on Tahoe Blvd. three days before the parade to advise motorists that there is no thru traffic on Village Blvd. on July 3 from 8:30 a.m. to 11 a.m. Village at Incline Way will be closed from 8:30 a.m. to 11 a.m. Signs and personnel (CERT and WCSO) will be stationed there to control access. There will be barriers provided by Nevada Barricade. We are renting 200 cones to control access to the parade route. The residents and businesses impacted by the closures will be notified by either their homeowner's association or a

letter from IVCBA. Both WCSO and CERT will be stationed along the parade route to control access.

Communication System

In coordination with the WCSO and CERT, key volunteers will have walkie-talkies – ie: staging volunteers and parade-ending site volunteers.

Illuminating the Premises

Not applicable

Camping

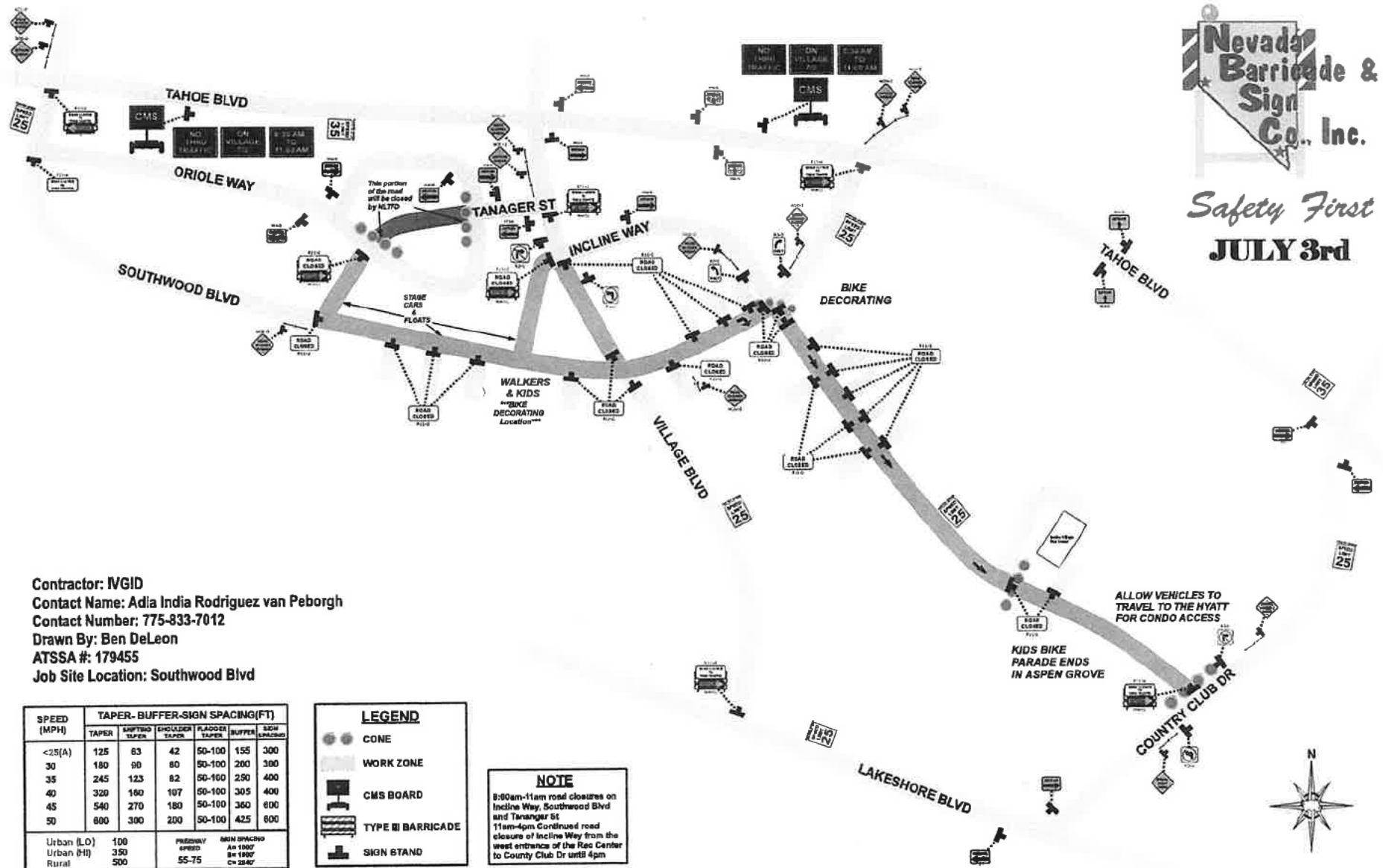
Not applicable

Cleanup and Rubbish Removal Plan

Volunteers from Rotary Club of Tahoe-Incline and Rotary Club of Incline Village will be responsible for removing trash left by spectators.



Safety First
JULY 3rd



Contractor: IVGID
Contact Name: Adia India Rodriguez van Peborgh
Contact Number: 775-833-7012
Drawn By: Ben DeLeon
ATSSA #: 179455
Job Site Location: Southwood Blvd



Nevada Barricade & Sign Co. Inc.

975 Industrial Way
Sparks, NV 89431
775-355-6755
Fax 775-355-6744

QUOTATION

Quote Date	Quote ID
3/31/2025	RN0331202501

Valid Through: 5/1/2025

Incline Village General Improvement District

1220 Sweetwater Road
INCLINE VILLAGE, NV 89451

Job Location:

Incline
Incline Villiage
Quote Created By: Darryl

Item Description	Price	UOM	Qty/Day	Days	Total Qty.	Total
3 TCS's on Site- July 3rd, 2025 8-11am	\$8,000.00	Per Day	1	1	1	\$8,000.00
1 time set up of No Parks on July 1st	\$1,000.00	Per Each	1	1	1	\$1,000.00
42" Traffic Cone	\$0.75	Per Day	130	1	130	\$97.50
28" Traffic Cone w/ No Parks	\$4.00	Per Day	200	1	200	\$800.00
Type 3 Barricade	\$3.00	Per Day	10	1	10	\$30.00
Type 1 Barricade	\$0.65	Per Day	35	1	35	\$22.75
Construction Sign with Stand	\$5.00	Per Day	60	1	60	\$300.00
Message Board	\$125.00	Per Day	2	1	2	\$250.00
Delivery/Pickup of message boards	\$300.00	Per Each	2	2	4	\$1,200.00

Note: The * indicates taxable items.

QUOTE TOTAL \$11,700.25

Scope: Setup and maintain traffic control per approved traffic control plan (TCP)

Included: Temporary Traffic Control Devices
Delivery, Setup, Takedown and Pickup

Excluded: Post mounting of any signs
Rumble Strips of any kind
Project signs
Bonds, TERO Fees or Permits of Any Kind
Pilot Cars and/or Drivers
Flaggers and or Crossing Guards
Light Plants of Any Kind
Temporary Signals or Realignment/Covering of Existing Signals
Uniform Traffic Control Officer
Impact Attenuator Truck or Any Attenuator Of Any Kind
Rent Barrier Rail or Placement or Movement Of
Rent Trench Plate or Temporary Bridges, Placement or Movement Of
All Towing and Associated Costs
Fliers/Notifications/Project Signs

Quote For: Incline Village General Improvement District - Quote ID: RN0331202501 (cont.)

Excluded: Survey/Engineering/Layout of Any Kind
Detours or Ramps/Earthwork or Asphalt
Sign Islands or Guardrail Earthwork
Electrical Work of Any Kind
Installation, Removal or Maintenance of Guide Posts or Object Markers of Any Kind
Pedestrian Walkways or Footpaths of Any Kind and Maintenance of, Including Ramps
Closing, Relocating or Moving Bus Stops or the Scheduling Thereof
Construction Safety Fence of Any Kind
Installation or Removal of Chip Seal Markers of Any Kind
Permanent Striping or Permanent Signs of Any Kind
Any Non-Standard Signs That Are Not In The MUTCD or the NDOT Supplement
Covering/Uncovering of any Manholes, Valves or Monuments
Street Name Plaques for side streets
Project Sweeping or Vacuuming of Any Kind
Public outreach of any kind
Maintaining School Routes
Removal or Placement of Pavement Markings of Any Kind
Arrowboards
Temp striping of any kind
Engineered Traffic Control Plans of any kind

Add'l Terms: Invoices are payable with Terms of Net 30 Days.
Any additional equipment added to the job site will be billed separately.

Nevada Barricade & Sign Co. Inc.
Visit Our Website at www.nbsco.com

3/31/2025

Date

Accepted By:

Signature

Print Name

Title

Company

Darin Balaam, Sheriff

WASHOE COUNTY
SHERIFF



To: Nevada Department of Transportation

From: Lieutenant Joseph Colacurcio

Date: February 4, 2025

Re: July 3, 2025, Incline Local Heros Parade, NDOT Permit

The Incline Local Heros Parade is scheduled for July 3, 2025, starting at approximately 0800 hours. The Washoe County Sheriff's Office is aware of the Parade and its approximately 200 participants. The Washoe County Sheriff's Office is working closely with the organizers of the Local Heroes Parade and will assist with traffic control for the event.

If you have any questions, please contact me at Jcolacurcio@washoecounty.gov

Thank you,

X

Joseph Colacurcio
Lieutenant Washoe County Sheriff's Office



North Lake Tahoe Fire Protection District

Agency Permit ID 25N012

ER Permit Number 676716

Permit Type Operational Permit

Created By Smith, Jeffrey

Authorized Date 2/6/2025 10:42:56 AM

Permit Date 2/6/2025 12:00:00 AM

Effective Date 7/3/2025 8:00:00 AM

Expiration Date 7/3/2025 11:30:00 AM

Authorized By Smith, Jeffrey

Site Information

NLTFPD Administrative Building
866 Oriole WAY
Incline Village, NV 89451

Point of Contact

Pamela Sheldon 626-644-6818

Billing Information

Pamela Sheldon
866 Oriole WAY
Incline Village, NV

Permit Notes:

Special Event: Local Hero's Parade from Tanager to Incline Way

Permit Form:

Form: Operational Permit (Special Event or Activity) 2018-3

Description: This is a North Lake Tahoe Fire Protection District (NLTFPD) operational permit to conduct a operation or a business, as required by NLTFPD, and the adopted Fire Code and Wildland-Urban Interface Code. Issued permits shall be kept on the premise designated therein at all times and shall be readily available for inspection by the fire code official (2018 IFC Section 105). Any person that violates any of the requirements of the adopted codes by NLTFPD or fails to comply with therewith, or who violates or fails to comply with any order made thereunder shall be guilty of a misdemeanor, punishable by a fine or imprisonment, per NLTFPD adopted Resolutions 18-1 and 18-2. If required to have a fire inspection, inspections can be scheduled online at: NLTFPD.ORG/INSPECTIONS.

Permit Topics:**Typical Fire Inspections****Preliminary Fire Inspection**

The fire code official is authorized to inspect the receptacles, vehicles, buildings, devices, premises, storage spaces or areas to determine compliance of the adopted code or any operational constraints required (2018 IFC Section 105).

Status: Not Required

Notes:

Fire Final

Inspection of the operation/event when staging and set up is complete. This inspection is required before the event or operation is conducted, following 2018 IFC Chapter 1.

Status: NOT REQUIRED

Notes:

TEMPORARY OCCUPANCY PERMIT

District 2 Permit No.: T-044-25
Applicant: Incline Village Crystal Bay
Route: SR 28
Milepost: WA 6 to 8
Type of Activity: Signs in ROW - Event
FOR DEPARTMENT USE ONLY

PERMIT FOR TEMPORARY OCCUPANCY OF NEVADA
DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY
(Under the Provisions of NRS 408.423 and 408.210)

1. Location where the event and/or occupancy is proposed:

SR 28 (Tahoe Blvd) Local name of highway	Southwood Blvd to Country Club Drive Street address or nearest cross street
WA 6 between Milepost	WA 8 and Milepost

2. Describe the event in detail, including the proposed route, the proposed date, and time of the event. Please attach plan sheets and/or drawings and traffic control plans for the proposed event.

Signs in ROW for event Local Heroes Parade and Road closure from Southwood Blvd to Incline Way to Country Club Drive beginning at 8am.

Road signs and barriers placed by Silver State Barricade

EVENT DATE(s): **07/03/2025** To: **07/03/2025**

3. THE PERMIT SHALL BE SIGNED AND RETURNED TO THE DISTRICT OFFICE.

Incline Village Crystal Bay Bus. Assoc.
Name of PERMITTEE

969 Tahoe Blvd
Address

Incline Village, Nevada 89451
City, State, Zip

02/01/2025
Date of Application

Pamela Sheldon
Permittee Representative

Mike Young – BOD President
Name and Title (Please print)

03/10/2025
Signature

(775) 771-2391
Telephone

mike.young@sothebysrealty.com
Email

pamelasheldon961@yahoo.com
Permittee Representative Email

4. This temporary permit is valid for **ONE YEAR** from date of issuance or expires upon completion of the event.
5. The temporary Right-of-Way Occupancy Permit, or a conformed copy, shall be kept at the site of the event and must be shown to any representative of the Department of Transportation or any law enforcement officer on demand.
THE EVENT SHALL BE SUSPENDED IF THIS PERMIT IS NOT LOCATED ON SITE.
6. The **PERMITTEE**, in addition to obtaining the temporary Right-of-Way Occupancy Permit must also obtain any and all other permits required by State law or local ordinances.
7. The **PERMITTEE** agrees to indemnify and save harmless the State of Nevada and its officers, agents, and employees against any and all liability, loss, damage, cost and expense which it or they may incur, suffer, or be required to pay by reason of death, disease, or bodily injury to any person or persons, or injury to, destruction of, or loss of use of any property, including property belonging to the State of Nevada, arising out of or incident to activities contemplated by this permit, and proximately caused, in whole or in part, by any act or omission of the **PERMITTEE**, or its contractors, agents, or the employees of any one or all of them **OR BY THE OFFICERS, AGENTS, OR EMPLOYEES OF THE STATE OF NEVADA**, unless it is established by the **PERMITTEE** that the proximate cause was the willful misconduct or gross negligence of the officers, agents, or employees of the State of Nevada.

*** SEE ADDITIONAL TERMS AND CONDITIONS STARTING ON PAGE 3. ***

Prepared By: Initial Inspector: Initial Supervisor: Initial

Reviewed By: Signed by: Kelly Gaworski 03/02/2025
District 2 Engineering Services Manager Date

This temporary Right-of-Way Occupancy permit is granted to the **PERMITTEE** in accordance with the provisions of Chapter 408 NRS, and subject to the terms and conditions stipulated to perform the activity described.

STATE OF NEVADA, DEPARTMENT OF TRANSPORTATION

Approved By: DocuSigned by: Bhupinder Sandhu 03/10/2025
Director or District Engineer Date

ADDITIONAL TERMS AND CONDITIONS

8. Unless specified in Condition 2, this permit does not grant approval for any other event within the NDOT right-of-way.
9. PERMITTEE shall contact the Permit Office a minimum of five (5) days prior to the anticipated date of event. Contact the District 2 Permit Office, by email at d2permitinspection@dot.nv.gov or by phone at 775-834-8330, option 2.
10. The hours of event shall be from 7:00 AM to 3:30 PM, daily, Monday through Friday, provided all through lanes of traffic are unrestricted by activity in progress. Any change in work hours must receive prior written approval from NDOT. To obtain approval, submit a formal written request to the District 2 Permit Office. The request letter shall be addressed to the District Engineer, signed by the PERMITTEE, and submitted at least five (5) working days prior to the day you wish to work adjusted hours.
11. No event shall be allowed in the NDOT right-of-way from 5:00 AM the working day before a holiday through 7:00 PM the working day after a holiday, unless prior written approval has been given by NDOT. To obtain approval, submit a formal written request to the District 2 Permit Office. The request letter shall be addressed to the District Engineer, signed by the PERMITTEE and submitted at least five (5) working days prior to the day requested.

NDOT recognized holidays are as follows:

- January 1, New Year's Day
 - Third Monday in January, Martin Luther King Day
 - Third Monday in February, President's Day
 - Last Monday in May, Memorial Day
 - June 19, Juneteenth National Independence Day
 - July 4, Independence Day
 - First Monday in September, Labor Day
 - Last Friday in October, Nevada Day
 - November 11, Veteran's Day
 - Fourth Thursday in November, Thanksgiving Day
 - Fourth Friday in November, Family Day
 - December 25, Christmas Day
12. No event shall be allowed the working day before, during, and the working day after scheduled special events. It is the PERMITTEE's responsibility to become aware of local or special events scheduled in the area of event.

TRAFFIC CONTROL

13. Traffic control shall be set up as shown on the attached plans, unless otherwise noted herein or directed by the District 2 Permit Inspector. Any deviation from the attached plans will require prior approval from the District 2 Permit Office.
14. All persons working in the NDOT right-of-way shall wear OSHA approved reflective clothes, not limited to hats and vests. All vehicles occupying the public Right-of-Way shall be equipped with reflective markings and an overhead strobe light.
15. A detour around the road closure, for the through traffic, shall be in place prior to the roadway being blocked for the permitted special event.
16. All closures on a State or US Route must be supported by uniformed law enforcement officers.
17. The work of setting up and tearing down traffic control devices, as required, shall be completed each day, within the hours specified on the permit and/or on the approved traffic control plan. All traffic control devices shall be completely removed from the roadway and sidewalk at the end of the permitted activity period.
18. PERMITTEE shall only use legalized interstate exits as turnarounds. PERMITTEE shall not use emergency vehicle turnarounds or highway center medians as a means of travel or use for U-turns. Any incident arising from activities pertaining to the permitted access will be considered as willful misconduct and result in revocation of access.
19. Per MUTCD PERMITTEE shall ensure the buffer space be extended so that the two-way traffic taper is placed before a horizontal (or crest vertical) curve to provide adequate sight distance for the flagger and a queue of stopped traffic.
20. All traffic control shall conform to the current *Manual on Uniform Traffic Control Devices*, "Chapter 6," and *The Nevada Department of Transportation Standard Plans for Bridge and Road Construction*, 2022 Edition.
21. Regardless of traffic control operations, do not stop public traffic for more than a 20-minute duration and do not delay it for more than 30 minutes total, regardless of the number of work zones. Any proposed traffic control plan must meet the duration of delay restrictions (20 minutes stopped, 30 minutes total delay). Should these delay restrictions be exceeded, work will be immediately suspended. If work is suspended, submit a written revised event plan which addresses the delay problem. Upon approval of the plan the event operations may resume.
22. All Category 1 & 2 Traffic Control Devices used on NDOT maintained roadways must be National Cooperative Highway Research Program *Report 350* compliant. The PERMITTEE and/or the contractor shall have the manufacturer's certificates of compliance available upon request.

SITE MAINTENANCE

23. PERMITTEE shall be responsible for maintaining the integrity of the roadway surface. Dust, dirt, mud, gravel, etc. carried onto the roadway surface shall be removed on a regular basis (at least once a day or as requested by NDOT personnel). Failure to comply may result in NDOT having the roadway cleaned and the cost for the clean-up billed to the PERMITTEE.
24. PERMITTEE shall not disturb signs, object markers, milepost panels, marker posts and guideposts.
25. PERMITTEE shall re-install signs, object markers, milepost panels, marker posts and guideposts disturbed during event by the end of the working day.
26. The NDOT right-of-way shall be returned to the original condition. Road travel way shall remain clean and free of debris at all times. Removal of trash and debris will be the responsibility of the PERMITTEE.
27. PERMITTEE shall not use the NDOT right-of-way for parking or staging. All activities shall be accomplished outside of the NDOT right-of-way.

EMERGENCY

28. During business hours, emergency work on permitted facilities must be authorized by the District 2 Permit Inspector.
29. During non-business hours, notify the NDOT District 2 Utilities 24/7 Hotline of any emergency at (775) 834-8344. Provide the District 2 Road Operations Center the following information:
 - PERMITTEE's contact information for the emergency. District 2 Road Operations Center may need to call back to follow up.
 - Temporary occupancy permit number
 - Location of the emergency
 - Description of emergency
 - Description of the traffic impact (shoulder closure, lane closure, etc.)
 - Give an estimated time duration to mitigate the incident.
30. After an emergency event, the PERMITTEE shall follow up with the District 2 Permit Office and submit a new Temporary Occupancy Permit application summarizing the emergency event. Contact your District 2 Permit Inspector for any questions and comments.