



Board of Adjustment Staff Report

Meeting Date: September 2, 2021

Agenda Item: 8A

ADMINISTRATIVE CASE NUMBER: WADMIN21-0010 (Benefit Concert)

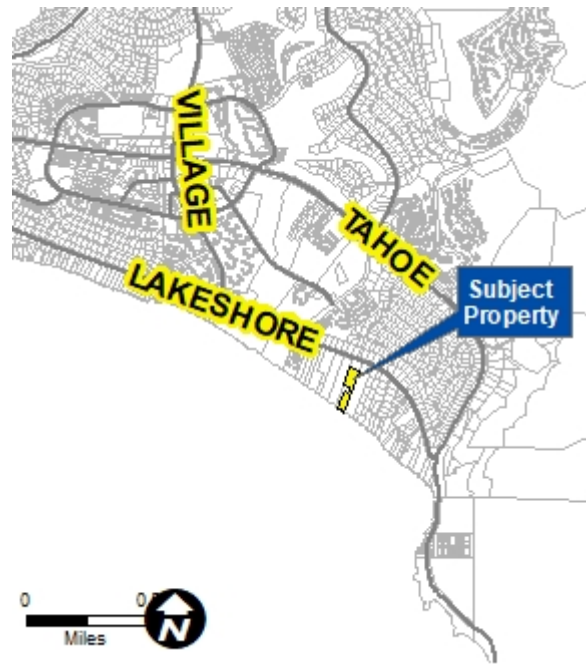
BRIEF SUMMARY OF REQUEST: An outdoor community event with a Beach Boy Benefit and Fundraising Concert

STAFF PLANNER: Planner's Name: Julee Olander
Phone Number: 775.328.3627
E-mail: jolander@washoecounty.us

CASE DESCRIPTION

For hearing, discussion, and possible action to approve an administrative permit for an outdoor community event for the Incline Village Hospital Foundation with a Beach Boy Benefit and Fundraising Concert. The event will be held at 1047 Lakeshore Blvd. on September 19, 2021, from 1:00 p.m. to 6:00 p.m. with approximately 400 people in attendance.

Applicant:	Karli Epstein
Property Owner:	KWS Nevada Residential LLC
Location:	1047 Lakeshore Blvd.
APN:	130-230-16, 17 & 18
Parcel Size:	3.5, 1.0, 1.0 acres
Master Plan:	Mill Creek
Regulatory Zone:	TA_MC
Area Plan:	Tahoe
Development Code:	Authorized in Article 808, Administrative Permits
Commission District:	1 – Commissioner Hill



Vicinity Map

STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

POSSIBLE MOTION

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve Administrative Permit Case Number WADMIN21-0010 for Karli Epstein, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Development Code Section 110.808.25.

(Motion with Findings on Page 6)

Staff Report Contents

Administrative Permit Definition 3
Site Plan 4
Project Evaluation 4
Tahoe Area Plan 5
Reviewing Agencies 5
Staff Comment on Required Findings 6
Recommendation 6
Motion 6
Appeal Process 7

Exhibits Contents

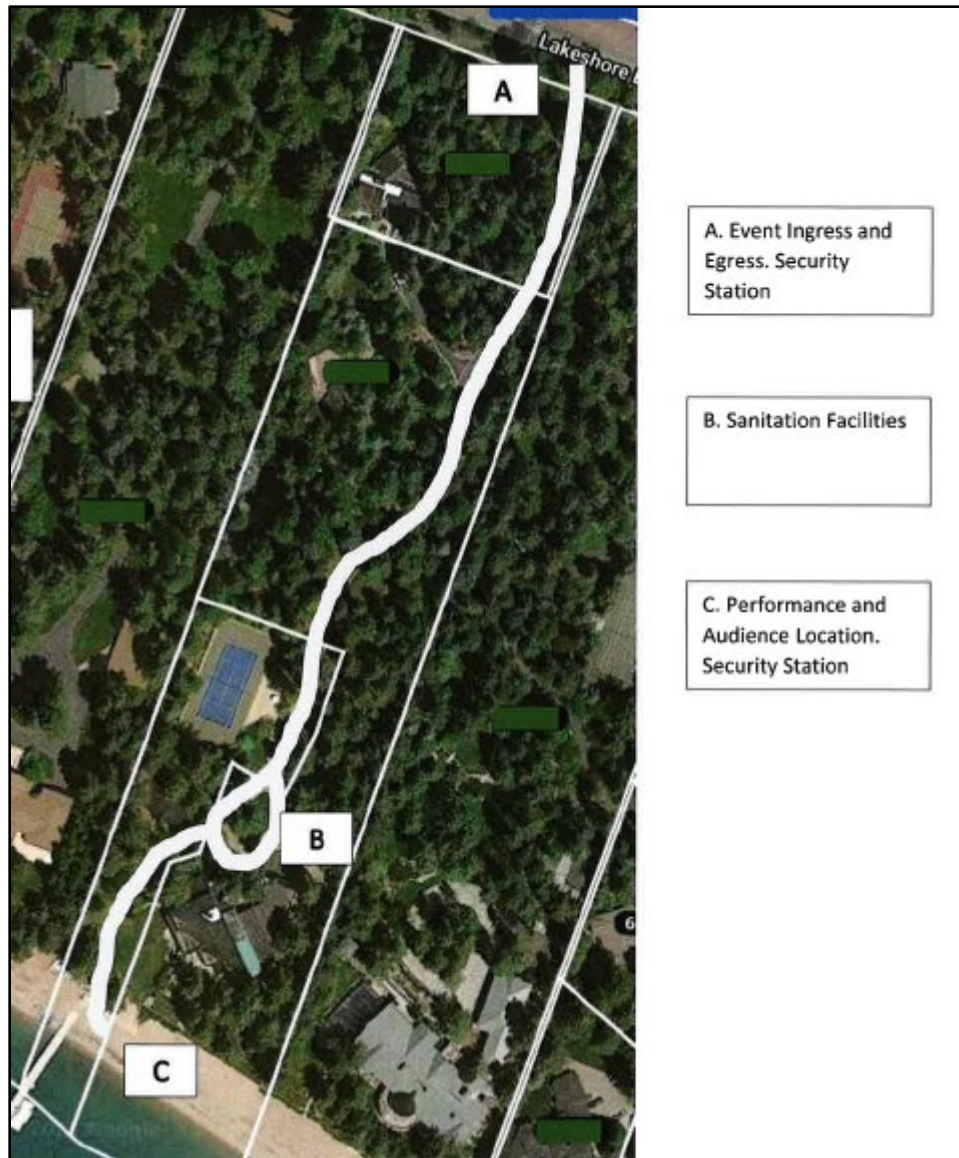
Conditions of Approval Exhibit A
Agency Review Letters Exhibit B
Noticing Map Exhibit C
Project Application Exhibit D

Administrative Permit Definition

The purpose of an administrative permit is to provide a method of review for a proposed use which possess characteristics that requires a thorough appraisal in order to determine if the use has the potential to adversely affect other land uses, transportation or facilities in the vicinity. The Board of Adjustment or the Hearing Examiner may require conditions of approval necessary to eliminate, mitigate, or minimize to an acceptable level any potentially adverse effects of a use, or to specify the terms under which commencement and operation of the use must comply. Prior to approving an application for an administrative permit, the Board of Adjustment must find that all of the required findings, if applicable, are true.

The conditions of approval for Administrative Permit Case Number WADMIN21-0010 is attached to this staff report and will be included with the action order, if approved.

The subject property is designated as Mill Creek (TA MC). Based on the applicant's estimated maximum number of attendees on any one day of the event (400), the event qualifies as an "outdoor community event" under WCC Section 110.25.272, which is allowed in the TA MC zone but requires an administrative permit under WCC Section 110.310.20. The applicant is therefore seeking approval of the administrative permit for the proposed outdoor community event.



Site Plan

Project Evaluation

The Incline Village Hospital Foundation is proposing an outdoor community event; to have a Beach Boys concert as a fundraiser for the hospital on September 19, 2021. The event will be held at a private residence at 1047 Lakeshore Blvd. from 1 pm to 6 pm. Approximately 400 people are anticipated to attend the event. Tickets are required for the event and cost \$250. The tickets will be sold before the event and no tickets will be sold at the site on day of the event.

The applicant indicates that the concert will raise funds for Incline Village Community Hospital, the only hospital on the north shore of Lake Tahoe. The entry to the event will be staggered, with VIP guests arriving at 2 pm, preferred guests at 2:30 pm, and general admission guests at 3 pm. There will be security at the main entrance to the estate checking an attendees list. Guests will have wristbands that will correspond to their ticket level and volunteers will help provide direction and instruction. There will be a reception for 1 hour before the concert at 4 pm. At the reception, two alcoholic beverages will be provided to each general admission guest along with appetizers.

There will be an outside kitchen with sinks and handwashing stations that will be used to prepare the appetizers.

The area where the concert will be located on the site will have no fixed seating. Seating will entail a few beach chairs, but mostly it will be standing room and beach blankets only. The concert will run from 4-5:30 pm and everyone will be off the property by 6 pm. The applicant has had contact with the two adjacent neighbors, and they are both aware of the event and have voiced no issues or concerns.

Security services will be provided by Triumph Protection Group, with one security guard at the entry of the estate during the event and another security guard in the reception area. Sanitation facilities will be rented for the event from Sani-Hut with four portable toilets and four handwashing stations location throughout site. There will also be two outdoor bathrooms with sinks for handwashing available for use.

The applicant has contacted the North Lake Tahoe Fire Protection District (NLTFP) and they will be on-standby for the event. Off-site vehicle parking will be available at the Parasol Tahoe Community Foundation building, located at 948 Incline Way and at the Incline Middle School, at 931 Southwood Blvd. Shuttle services will be provided to transport attendees from the off-site parking locations to the event. Two shuttles owned by Tahoe Forest Hospital District and will be driven by District employees. Valet parking will be provided for preferred attendees. Incline Village Community Hospital will have at least 15 volunteers to help with cleanup and all trash will be removed from the premises and brought to Incline Village Community Hospital.

Tahoe Area Plan

The subject parcel is located within the Tahoe Area Plan. The following is the pertinent policy from the Land and Transportation Element of the Master Plan:

Relevant Area Plan Policies Reviewed

Policy	Brief Policy Description	Complies	Condition of Approval
LU7-2	Encourage appropriate community events and special events	Yes	

Reviewing Agencies

The following agencies/individuals received a copy of the project application for review and evaluation.

Agency	Sent to Review	Responded	Provided Conditions	Contact)
Nevada Dept of Transportation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Alex Wolfson, awolfson@dot.nv.gov
Washoe County Engineering	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Michell Fink, mfink@washoecounty.us
Washoe County Sherriff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WCHD – Environment Health	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WCHD- EMS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
North Lake Tahoe Fire Protection District	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Jennifer Donohue, jdonohue@nltpd.net
RTC Washoe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Washoe Storey Conservation District	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Incline Village GID	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

All conditions required by the contacted agencies can be found in Exhibit A, Conditions of Approval.

Staff Comment on Required Findings

WCC 110.808.25 requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the administrative permit request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Tahoe Area Plan.

Staff Comment: Staff Comment: There are no policies or action programs that prohibit the approval of a temporary one-day event of this nature in the Master Plan or Tahoe Area Plan.

2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven.

Staff Comment: The applicant has addressed the applicable requirements for providing sanitation, and parking for the temporary one-day event.

3. Site Suitability. That the site is physically suitable for a one-day event and for the intensity of such a development.

Staff Comment: The events have been held at this location on previous occasions, and temporary improvements have been planned to make the site suitable for the temporary one-day event.

4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Staff Comment: Impacts associated with the event are of limited impact and duration is temporary for the one-day event. Therefore, there will be no significant impact to the public health, safety or welfare; the event is unlikely to be injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Staff Comment: There is no military installation in the area that is required to be noticed for this Administrative Permit; therefore, this finding does not need to be made.

Recommendation

After a thorough analysis and review, Administrative Permit Case Number WADMIN21-0010 is being recommended for approval with conditions. Staff offers the following motion for the Board's consideration.

Motion

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve Administrative Permit Case Number WADMIN21-0010 for Karli Epstein, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Development Code Section 110.808.25:

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Tahoe Area Plan;

2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
3. Site Suitability. That the site is physically suitable for a one-day event and for the intensity of such a development;
4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area;
5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Appeal Process

Board of Adjustment action will be effective 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Building Division within 10 calendar days from the date the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant.

Applicant: Karli Epstein
Email: kepstein@rfhd.com



Conditions of Approval

Administrative Permit Case Number WADMIN21-0010

The project approved under Administrative Permit Case Number WADMIN21-0010 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on September 2, 2021. Conditions of approval are requirements placed on a permit or development by each reviewing agency. These conditions of approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

Unless otherwise specified, all conditions related to the approval of this administrative permit shall be met or financial assurance must be provided to satisfy the conditions of approval prior to issuance of a grading or building permit. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Building Division.

Compliance with the conditions of approval related to this administrative permit is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the administrative permit may result in the initiation of revocation procedures.

Operational conditions are subject to review by the Planning and Building Division prior to the renewal of a business license each year. Failure to adhere to the operational conditions may result in the Planning and Building Division recommending that the business license not be renewed until conditions are complied with to the satisfaction of Washoe County.

Washoe County reserves the right to review and revise the conditions of approval related to this Administrative Permit should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, “may” is permissive and “shall” or “must” is mandatory.

Conditions of approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e., grading permits, building permits, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some “conditions of approval” are referred to as “operational conditions.” These conditions must be continually complied with for the life of the project or business.

The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies:

- **The DISTRICT BOARD OF HEALTH, through the Washoe County Health District, has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.**

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

Washoe County Planning and Building Division

1. The following conditions are requirements of the Planning and Building Division, which shall be responsible for determining compliance with these conditions.

Contact Name –Julee Olander, Planner, 775.328.3627 jolander@washoecounty.us

- a. **The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this administrative permit.**
- b. The applicant shall demonstrate substantial conformance to the application and site plans approved as part of this license.
- c. The site shall be cleaned-up and all trash removed within 2 days of the conclusion of the event.

Washoe County Engineering and Capital Projects

2. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

Contact Name – Mitchell Fink, 775.328.2050, mfink@washoecounty.us

- a. Provide an Agreement, between the Parasol Tahoe Community Foundation and any other entities, that are approving the use of their parking facilities for the Beach Boys Benefit Concert, with the event's Applicant.
- b. Provide a site map showing the parking facilities area(s).

Washoe County Health District

3. The following condition is a requirement of the Health District, which shall be responsible for determining compliance with this condition. The District Board of Health has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.

Contact Name – James English, 775.328.2610, jenglish@washocounty.us

- a. Promoter must contact the WCHD regarding temporary food permits for any food service or beverage service at the event.

Truckee Meadows Fire Protection District

4. The following condition is a requirement of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with this condition.

Contact Name – Jennifer Donohue, 775.831.0351 x8127, jdonohue@nltfpd.net

- a. Ambulance/medical standby agreement shall be in place (signed) and requests shall be submitted a minimum (30) days in advance to ensure staffing, as indicated in the "Event Plan."

- b. Emergency vehicle ingress and egress shall be unobstructed at all times (site plan, sanitation facilities). 2018 IFC Chapter 5.
- c. When/where applicable, a separate building permit is required for platforms, stages, and/or lighting apparatus. 2018 IFC 105.
- d. When/where applicable, a separate building permit is required for temporary membrane structures and tents having an area in excess of 400 square feet. 2018 IFC 105
- e. Canopies or tents, regardless of size, used for cooking shall have proof of flame propagation performance treatment in accordance with 2018 IFC, 3104.
- f. An approved portable fire extinguisher is required for cooking operations in accordance with 2018 IFC, 3106.

*** End of Conditions ***

From: [Fink, Mitchell](#)
To: [Olander, Julee](#)
Subject: RE: WADMIN21-0010 Benefit Concert
Date: Friday, August 6, 2021 9:20:03 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Hi Julee,

My Engineering comments for WADMIN21-0010 (Beach Boys Benefit Concert) are below:

- a) Provide an Agreement, between the Parasol Tahoe Community Foundation and any other entities, that are approving the use of their parking facilities for the Beach Boys Benefit Concert, with the event's Applicant.
- b) Provide a site map showing the parking facilities area(s).

I spoke to Karli Epstein, the Applicant, this morning and explained that these items will need to be submitted prior to the application approval.

If you have any questions please let me know. Thanks.



Mitchell Fink, P.E. | Licensed Engineer

Community Services Department | Engineering & Capital Projects Division

mfink@washoecounty.us | Office: 775.328.2050

1001 E. 9th Street, Reno, NV 89512



****Have some kudos to share about a Community Services Department employee or experience?
email; csdallstars@washoecounty.us***

The content of this email is the confidential property of Washoe County and should not be copied, modified, retransmitted, or used for any purpose except with written authorization. If you are not the intended recipient, please delete all copies and notify us immediately.

From: Olander, Julee <JOlander@washoecounty.us>

Sent: Wednesday, August 4, 2021 3:23 PM

To: Gil, Donald07122021 <DGIL07122021@washoecounty.us>; Dayton, Brittany <BDayton@washoecounty.us>; Fink, Mitchell <MFink@washoecounty.us>; Jennifer Donohue <jdonohue@nltfpd.net>; Tim Buxton <tim_buxton@ivgid.org>; Wolfson, Alexander <AWolfson@dot.nv.gov>

Subject: WADMIN21-0010 Benefit Concert

Have attached a application for a Beach Boys Benefit Concert for Incline Village Community Hospital

**WADMIN21-0010
EXHIBIT B**

Foundation. This application needs to be reviewed and I need comments back by 8/12. This is a very quick turnaround, however it is similar to WADMIN21-0001 League to Save Lake Tahoe. I have attached the application and the conditions of approval for WADMIN21-0001. Please let me know if you have any questions.



Please tell us how we did by taking a [quick survey](#)

Julee Olander

Planner | Community Services Department- Planning & Building Division

jolander@washoecounty.us | Office: 775.328.3627

1001 E. Ninth St., Bldg A., Reno, NV 89512

Visit us first online: www.washoecounty.us/csd

For Planning call (775) 328-6100

Email: Planning@washoecounty.us



Connect with us: [cMail](mailto:Planning@washoecounty.us) | [Twitter](https://twitter.com/washoecounty) | [Facebook](https://www.facebook.com/washoecounty) | www.washoecounty.us

From: [Jennifer Donohue](#)
To: [Olander, Julee](#)
Cc: [Russell Barnum](#); [Epstein, Karli](#)
Subject: RE: WADMIN21-0010 Benefit Concert
Date: Thursday, August 5, 2021 9:21:53 AM
Attachments: [image011.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)

[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Greetings,

The following are NLTFPD's comments/requirements for WADMIN21-0010, Benefit Concert:

1. Ambulance/medical standby agreement shall be in place (signed) and requests shall be submitted a minimum (30) days in advance to ensure staffing, as indicated in the "Event Plan."
2. Emergency vehicle ingress and egress shall be unobstructed at all times (site plan, sanitation facilities). 2018 IFC Chapter 5.
3. When/where applicable, a separate building permit is required for platforms, stages, and/or lighting apparatus. 2018 IFC 105.
4. When/where applicable, a separate building permit is required for temporary membrane structures and tents having an area in excess of 400 square feet. 2018 IFC 105
5. Canopies or tents, regardless of size, used for cooking shall have proof of flame propagation performance treatment in accordance with 2018 IFC, 3104.
6. An approved portable fire extinguisher is required for cooking operations in accordance with 2018 IFC, 3106.

Regards,



Jennifer Donohue
Fire Marshal

Office: [775.831.0351](tel:775.831.0351) x8127 | Cell: [775.434.4555](tel:775.434.4555)

Email: jdonohue@nltfpd.net

[866 Oriole Way | Incline Village | NV 89451](#)



From: Olander, Julee <JOlander@washoecounty.us>

Sent: Wednesday, August 4, 2021 3:23 PM

To: Gil, Donald07122021 <DGIL07122021@washoecounty.us>; Dayton, Brittany <BDayton@washoecounty.us>; Fink, Mitchell <MFink@washoecounty.us>; Jennifer Donohue <JDonohue@nltfpd.net>; Tim Buxton <tim_buxton@ivgid.org>; Wolfson, Alexander <AWolfson@dot.nv.gov>

WADMIN21-0010
EXHIBIT B

Subject: WADMIN21-0010 Benefit Concert

Have attached a application for a Beach Boys Benefit Concert for Incline Village Community Hospital Foundation. This application needs to be reviewed and I need comments back by 8/12. This is a very quick turnaround, however it is similar to WADMIN21-0001 League to Save Lake Tahoe. I have attached the application and the conditions of approval for WADMIN21-0001. Please let me know if you have any questions.



Please tell us how we did by taking a [quick survey](#)

Julee Olander

Planner | Community Services Department- Planning & Building Division

jolander@washoecounty.us | Office: 775.328.3627

1001 E. Ninth St., Bldg A., Reno, NV 89512

Visit us first online: www.washoecounty.us/csd

For Planning call (775) 328-6100

Email: Planning@washoecounty.us



Connect with us: [cMail](mailto:Planning@washoecounty.us) | [Twitter](https://twitter.com/washoecounty) | [Facebook](https://www.facebook.com/washoecounty) | www.washoecounty.us

From: [English, James](#)
To: [Olander, Julee](#); [Rubio, Wesley S](#); [Kelly, David A](#)
Subject: RE: WADMIN21-0010 Benefit Concert
Date: Friday, August 13, 2021 8:34:00 AM
Attachments: [image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)
[image016.png](#)

Promoter must contact the WCHD regarding temporary food permits for any food service or beverage service at the event.

Regards,
Jim

Regional Operations Chief/Health Branch Director
COVID-19 Response & Vaccine Deployment
James English, REHS, CP-FS

Environmental Health Specialist Supervisor | Environmental Health Services | Washoe County Health District
jenglish@washoecounty.us | (775) 328-2610 | 1001 E. Ninth St., Bldg. B, Reno, NV 89512



WashoeEats.com

Questions about COVID-19 Vaccines in Washoe County? Visit our website at Covid19WashoeVaccine.com for information.

From: Olander, Julee <JOlander@washoecounty.us>
Sent: Friday, August 13, 2021 8:32 AM
To: Rubio, Wesley S <WRubio@washoecounty.us>; Kelly, David A <DAKelly@washoecounty.us>; English, James <JEnglish@washoecounty.us>
Subject: RE: WADMIN21-0010 Benefit Concert

I have heard anything and nothing in Accela so you have no comments? My staff report is due today.



Please tell us how we did by taking a [quick survey](#)

Julee Olander

Planner | Community Services Department- Planning & Building Division

jolander@washoecounty.us | Office: 775.328.3627

1001 E. Ninth St., Bldg A., Reno, NV 89512

Visit us first online: www.washoecounty.us/csd

For Planning call (775) 328-6100

Email: Planning@washoecounty.us



Connect with us: [cMail](#) | [Twitter](#) | [Facebook](#) | [www.washoecounty.us](#)

From: Rubio, Wesley S <WRubio@washoecounty.us>
Sent: Tuesday, August 10, 2021 2:39 PM
To: Olander, Julee <JOlander@washoecounty.us>; Kelly, David A <DAKelly@washoecounty.us>; English, James <JEnglish@washoecounty.us>
Subject: RE: WADMIN21-0010 Benefit Concert

Hi Julee,

Our Special Events group is reaching out to this group. Based off of the description, it likely is going to be a private event and not require a health permit.

Wes

Wesley Rubio, MPH, REHS

Environmental Health Specialist Supervisor | Environmental Health | Washoe County Health District
wrubio@washoecounty.us | O: (775) 328-2635 | 1001 E. Ninth St., Bldg. B, Reno, NV 89512



WashoeEats.com

Please consider the environment before printing this e-mail.

Please take our customer satisfaction survey by clicking [here](#)

From: Olander, Julee <JOlander@washoecounty.us>
Sent: Thursday, August 5, 2021 9:57 AM
To: Rubio, Wesley S <WRubio@washoecounty.us>; Kelly, David A <DAKelly@washoecounty.us>; English, James <JEnglish@washoecounty.us>
Subject: FW: WADMIN21-0010 Benefit Concert

Forgot to include you all, too- need comments by next Thursday. Sorry for the quick turn around.



Please tell us how we did by taking a quick [survey](#)

Julee Olander

Planner | Community Services Department- Planning & Building Division

jolander@washoecounty.us | Office: 775.328.3627

1001 E. Ninth St., Bldg A., Reno, NV 89512

Visit us first online: www.washoecounty.us/csd

For Planning call (775) 328-6100
Email: Planning@washoecounty.us



Connect with us: [cMail](#) | [Twitter](#) | [Facebook](#) | www.washoecounty.us

From: Olander, Julee

Sent: Wednesday, August 4, 2021 3:23 PM

To: Gil, Donald; Dayton, Brittany <BDayton@washoecounty.us>; Fink, Mitchell <MFink@washoecounty.us>; Jennifer Donohue <JDonohue@nltpd.net>; Tim Buxton <tim_buxton@ivgid.org>; Wolfson, Alexander <AWolfson@dot.nv.gov>

Subject: WADMIN21-0010 Benefit Concert

Have attached a application for a Beach Boys Benefit Concert for Incline Village Community Hospital Foundation. This application needs to be reviewed and I need comments back by 8/12. This is a very quick turnaround, however it is similar to WADMIN21-0001 League to Save Lake Tahoe. I have attached the application and the conditions of approval for WADMIN21-0001. Please let me know if you have any questions.



Please tell us how we did by taking a [quick survey](#)

Julee Olander

Planner | Community Services Department- Planning & Building Division

jolander@washoecounty.us | Office: 775.328.3627

1001 E. Ninth St., Bldg A., Reno, NV 89512

Visit us first online: www.washoecounty.us/csd

For Planning call (775) 328-6100

Email: Planning@washoecounty.us



Connect with us: [cMail](#) | [Twitter](#) | [Facebook](#) | www.washoecounty.us

From: [Wolfson, Alexander](#)
To: [Olander, Julee](#)
Subject: RE: WADMIN21-0010 Benefit Concert
Date: Monday, August 9, 2021 2:55:25 PM
Attachments: [image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)
[image016.png](#)

[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Hi Julee,

Upon review, NDOT does not have any comments or concerns with this application.

Thank you!



Alex Wolfson, P.E., PTOE
Engineering Manager – District 2
Nevada Department of Transportation
o 775.834.8304 | m 775.301.8150
e awolfson@dot.nv.gov | w dot.nv.gov



From: Olander, Julee <JOlander@washoecounty.us>
Sent: Wednesday, August 4, 2021 3:23 PM
To: Gil, Donald07122021 <DGIL07122021@washoecounty.us>; Dayton, Brittany <BDayton@washoecounty.us>; Fink, Mitchell <mfink@washoecounty.us>; Jennifer Donohue <jdonohue@nltfpd.net>; Tim Buxton <tim_buxton@ivgid.org>; Wolfson, Alexander <AWolfson@dot.nv.gov>
Subject: WADMIN21-0010 Benefit Concert

Have attached a application for a Beach Boys Benefit Concert for Incline Village Community Hospital Foundation. This application needs to be reviewed and I need comments back by 8/12. This is a very quick turnaround, however it is similar to WADMIN21-0001 League to Save Lake Tahoe. I have attached the application and the conditions of approval for WADMIN21-0001. Please let me know if you have any questions.

Please tell us how we did by taking a [quick survey](#)

[Julee Olander](#)



Planner | Community Services Department- Planning & Building Division

jolander@washoecounty.us | Office: 775.328.3627

1001 E. Ninth St., Bldg A., Reno, NV 89512

Visit us first online: www.washoecounty.us/csd

For Planning call (775) 328-6100

Email: Planning@washoecounty.us



Connect with us: [cMail](mailto:Planning@washoecounty.us) | [Twitter](https://twitter.com/washoecounty) | [Facebook](https://www.facebook.com/washoecounty) | www.washoecounty.us



WADMIN21-0010 Benefit Concert

Noticing Map- 750 feet



Community Services
Department



1001 E. 11th St.
Reno, Nevada



OUTDOOR COMMUNITY EVENT LICENSE APPLICATION

**1001 EAST 9TH STREET, BUILDING A
RENO, NEVADA 89512**

(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	\$ 300
5-9 booths	\$ 50	60-69 booths	\$ 350
10-19 booths	\$ 100	70-79 booths	\$ 400
20-29 booths	\$ 150	80-89 booths	\$ 450
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 APPLICATION

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

Application date: 7/6/21

Applicant Information

Applicant's name: Karli Epstein

Mailing address: PO Box 153 Carmelien Bay CA 90140
Street or PO Box City State Zip code

Phone: 775-888-4204 (Business) _____ (Home) 508-330-6704 (Cell)

Email: kepstein@tfhd.com

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

Event Information

Name of Event: Beach Boys Benefit Concert

Date(s) of Event: 9/19/21 Hours of operation: 1pm - 6pm

Location of Event: 1047 Lakeshore Blvd Incline Village NV 89451

Assessor Parcel Number(s): 130-230-16, 130-230-17, 130-230-18

Description of Event: See attached event plan

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

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

If yes, amount and type of fee(s): \$250 per person

When will fee be collected? Pre-sales At entrance

Approximate number of participants and other persons: 25 band members, staff, volunteer

Approximate number of customers and spectators: 400

Approximate maximum number of persons on any one day of the event: 400

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 individually licensed with Washoe County Business License)

Will there be live music? Yes No

EVENT OVERVIEW

Incline Village Community Hospital Foundation (501 c 3) has the opportunity to hold a Beach Boys Benefit and Fundraising Concert. This concert will raise lifesaving funds for Incline Village Community Hospital, the only hospital on the North Shore of Lake Tahoe. Mike Love, lead singer of the Beach Boys, is a full time resident of Incline Village, and reached out wanting to offer this concert as a way to give back the entire community and support the Hospital after one of the most difficult years on record. Tickets were will pre sold, and it is a private invite only event.

EVENT PLAN

1. Security & Fire Protection

Security services will be provided by Triumph Protection Group. One security guard will be posted at the entry of the estate at all times during the event, and another security guard will be at the reception area.

Fire protection services will be provided by North Lake Tahoe Fire Protection District. NLTFP will be on-standby for the event.

NLTFP Contact

Jennifer Donohue

Fire Marshal

Office: 775.831.0351 x8127 Cell: 775.434.4555

Email: jdonohue@nltpd.net

866 Oriole Way | Incline Village | NV 89451

Triumph Protection Group Contact

Matt Sigrist

Northern NV Area Manager

Office: 800-224-0286 Cell: 706-662-3681

Email: msigrist@triumphprotection.com

2. Water Supple and Facilities

Water access is available on the premises in all locations where the event will be held.

3. Sanitation Facilities

Sanitation facilities will be rented for the event from Sani-Hut. 4 portable toilets and 4 handwashing stations will be on site throughout the event. There are also 2 outdoor bathrooms with sinks for handwashing available for use on-site.

4. Medical Facilities and Services

North Lake Tahoe Fire Protection District will provide Emergency Medical Services on-stand by for the event. Several primary and emergency service physicians will also be in attendance, including Dr. Michelle Kim, Dr. Johanna Koch, and Dr. Marshall Clyde.

5. Vehicle Parking Spaces

An off-site vehicle parking location will be available at the Parasol Tahoe Community Foundation building, located at 948 Incline Way, Incline Village, NV 89451. Insurance coverage and a grant agreement for room and parking use for Parasol Tahoe Community Foundation is attached. Shuttle services will be provided to transport attendees from the off-site parking location to the

event. Two shuttles are owned by Tahoe Forest Hospital District, and will be driven by District employees. Insurance coverage is attached.

Valet parking will be provided for preferred attendees.

6. Communication System

Cell phones will be used for event organizer communication. A sound system will be in place for the concert. The security guard will also have walkie talkies to be able to communicate with our designated logistics person to notify of any issues.

7. Illuminating the Premises

Illumination not applicable. The event will take place during daylight hours.

8. Camping

Camping not applicable and won't be permitted at the event

9. Cleanup and rubbish removal

Incline Village Community Hospital will have at least 15 volunteers the night of the event who will help with cleanup. All trash will be removed by Tahoe Forest Courier vans from the premises and brought to Incline Village Community Hospital (IVCH): 880 Alder Ave Incline Village, Nv. The trash will be placed in the IVCH dumpster for disposal. The next day, 9/20, Zaphod Productions will ensure that all production equipment is removed from the property. Karli Epstein will be on site with Maria Urso (property caretaker) on 9/20, to ensure the property is restored to pristine condition.

CONCERT DETAILS

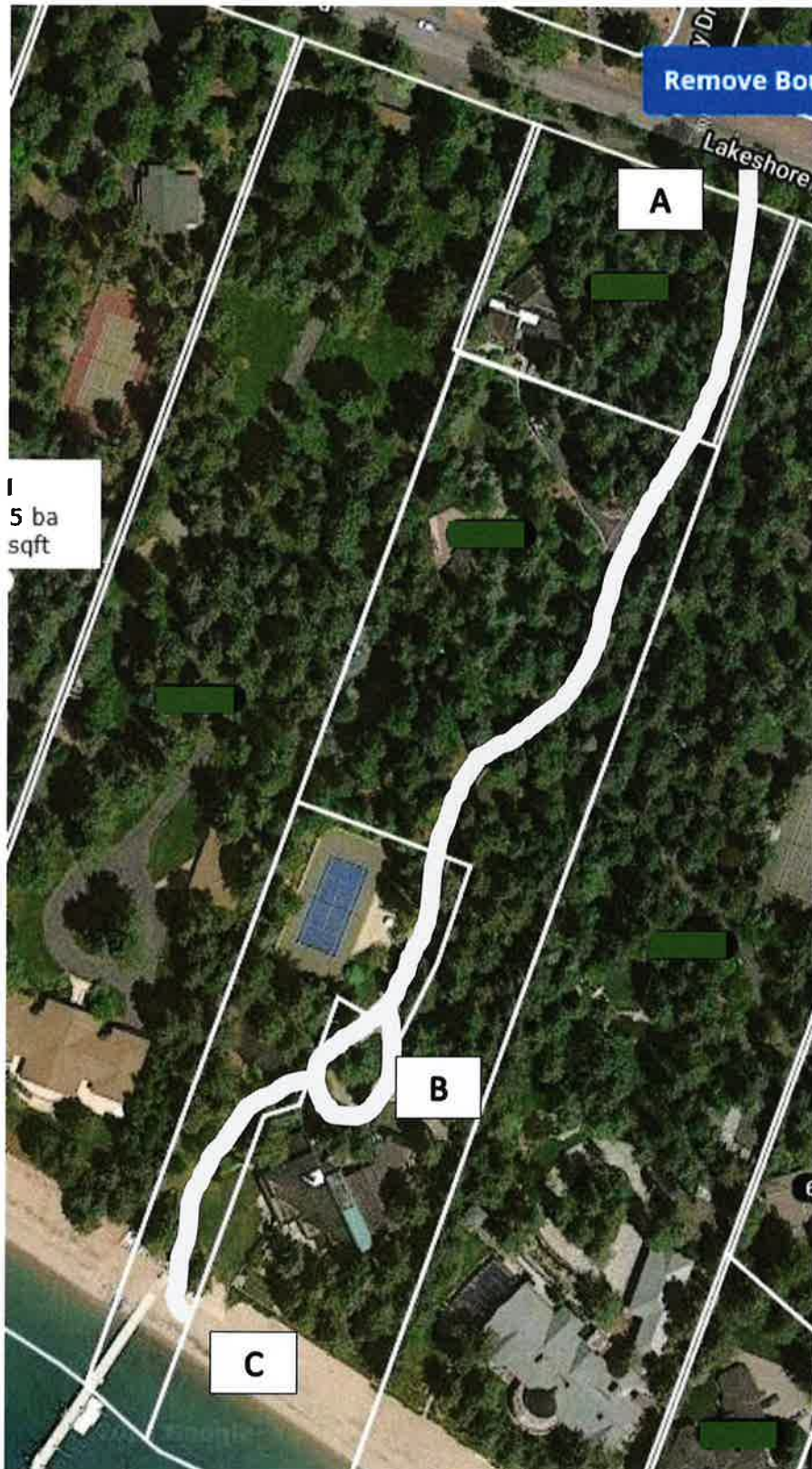
There will be a staggered entry to the Beach Boys Concert. VIP guests will arrive at 2pm, Preferred guests will arrive at 2:30 pm, and General Admission guests will arrive at 3pm. There will be security at the main entrance to the estate that will be checking a list. There will be no ticket sales the day of the event. Guests will have wristbands that will correspond to their ticket level, and volunteers will be helping provide direction and instruction. Guests will enjoy a reception for 1 hour, before the concert begins at 4pm.

At the reception, two alcoholic beverages will be provided to each General Admission guest. We are applying for a temporary liquor license as part of this application, but will be working with Summit Beverage Group for spirits and New West Distributing for beer. Appetizers will be provided by Dragonfly Cuisine- and the company is applying for a temporary food permit, which will be complete prior to the September 2nd permit hearing. There is an outside kitchen with sinks and handwashing stations that will be used to prepare light appetizers for the event.

We will be utilizing outside power for the sound amplification, and Zaphod Productions LLC will be managing the production of the event.

The concert will be held on Kern Schumacher's beach, and there will be no fixed seating. Seating will entail a few beach chairs, but mostly it will be standing room and beach blankets only. The concert will run from 4-5:30, and everyone will be off of the property by 6pm. The two adjacent neighbors are both aware of the event, the Lacey's and the Milken's, and there are no issues or concerns. Both parties will be invited to attend the event.

Incline Village Community Hospital Foundation Beach Boys Benefit Concert
Site Plan – 1047 Lakeshore Boulevard, Incline Village, NV 89451



A. Event Ingress and Egress. Security Station

B. Sanitation Facilities

C. Performance and Audience Location. Security Station

Incline Village Community Hospital Foundation

The Beach Boys Benefit Concert

Date of Event: September 19, 2021

Vendor List

Name of Vendor	Type of Service or Product
Triumph Protection Group	Security
Dragonfly Cuisine	Catering
Summit Beverage Group	Liquor Spirits Service
New West Distributing	Beer Service
SaniHut	Sanitation
Paul Grace Valet	Valet Parking
Zaphod Productions LLC	Event Management
Pistachio Productions	Production Equipment



Donald W. Reynolds Community Non-Profit Center
Room Use Grant Agreement 2021

This agreement, commencing on January 1, 2021, and ending on December 31, 2021, between the Parasol Tahoe Community Foundation Inc., hereinafter called the COMMUNITY FOUNDATION and Incline Village Hospital Foundation hereinafter called GRANTEE. This agreement is for the use of meeting rooms and/or kitchen space within the Donald W. Reynolds Community Non-Profit Center (DWR Center). Both parties agree that GRANTEE may use DWR Center meeting rooms, subject to availability, at the will of the COMMUNITY FOUNDATION.

Karli Epstein (Grantee Contact Name), kepstein@fvhdc.com (Email), 775-888-4204 (Phone)

The Donald W. Reynolds Community Non-Profit Center (DWR Center) was built through a generous grant from the Donald W. Reynolds Foundation. The DWR Center is operated by the Parasol Tahoe Community Foundation and is located on land leased from the Incline Village General Improvement District. The purpose of the DWR Center is to provide an economical and collaborative environment for non-profit organizations serving the Incline Village/Crystal Bay/Kings Beach community.

DWR Center Use

Use of premises: Grantee shall use the premises for the purpose of conducting meetings, seminars, workshops, lectures, and events in pursuit of its mission. Grantee shall not use the premises, or any part thereof, for any other purpose or purposes, without the express prior written consent of the Community Foundation. Grantee shall not use the premises in any manner that will constitute waste, nuisance, or unreasonable annoyance to owner, neighbors, or government entities.

The Community Foundation reserves the sole right to determine Grantee Organizations allowed to use the DWR Center. All DWR Center Grantee Organizations must be contracted by a DWR Center Room Use Grant Agreement between the Grantee Organization and the Community Foundation. The DWR Center may be used only for the Grantee Organization's pursuit of its mission as evidenced by its organizational charter.

Description of Use: (check one)

[X] The Grantee is granted the use of DWR Center meeting rooms and/or kitchen space at various times throughout calendar year 2021, starting on the date of this agreement.

OR

[] The Grantee is granted the use of the DWR Center meeting room(s) for their event,

_____.

The event shall commence on _____, 2021 at _____ am/pm and end on _____, 2021 at _____ am/pm.

BETA Risk Management Authority ("BETARMA")

A Public Entity

AMENDMENT

SUPPLEMENTAL MEMBER - GENERAL LIABILITY ONLY WITH SUBLIMITS

Certificate Number: HCL-20-007	Amendment No: H217-32
--	---------------------------------

Issued to: Tahoe Forest Hospital District		
Effective Date: 07/01/20 at 12:01 a.m.	Expiration Date: 07/01/21 at 12:01 a.m.	Additional Contribution: Per Contract

It is understood and agreed that coverage afforded by Section 3 (**Bodily Injury and Property Damage Liability**) and Section 4 (**Personal Injury, Advertising Injury and Discrimination Liability**) of this Contract is extended to:

Parasol Tahoe Community Foundation, Inc.

as a **Supplemental Member** pursuant to Section 7.2, but only for legal liability arising out of the acts, errors or omissions of the **Named Member** or a **Subsidiary** solely in the performance of the following contract with the **Named Member** or **Subsidiary**:

Donald W. Reynolds Community Non-Profit Center Room Use Grant Agreement 2021 as pertaining to the use of space within the Donald W. Reynolds Community Non-Profit Meeting Rooms beginning on June 14, 2021

It is further understood and agreed that the limit of liability for covered **Claims** under this Amendment is \$1,000,000 per **Claim** and \$1,000,000 in the aggregate.

This Amendment does not extend coverage for the acts, errors or omissions of *Parasol Tahoe Community Foundation, Inc.*

This Amendment extends protection to the **Supplemental Member** listed above prior to any applicable insurance or other coverage or self-insurance.


ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS REMAIN UNCHANGED.



Authorized Representative of BETARMA



CERTIFICATE OF COVERAGE

<p>Named Member: Tahoe Forest Hospital District 10121 Pine Avenue P.O. Box 759 Truckee, CA 96160</p>		<p>This document certifies that coverage is in force for the Named Member on the Issue Date below, subject to the terms and conditions of the Contract designated. It is issued as a matter of information and does not confer any rights to any Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded under the Contract. If the Contract, or coverage for any Member, is canceled for any reason or if the terms of the Contract are changed, we will notify the Named Member only. Coverage is not in effect unless and until all payments are received when due.</p>	
<p>Insuring Company: BETA Risk Management Authority 1443 Danville Boulevard Alamo, CA 94507</p>			
Certificate Number	Effective Date	Expiration Date	Retroactive Date *
HCL-20-007	07/01/2020 at 12:01 a.m.	07/01/2021 at 12:01 a.m.	07/01/2004 at 12:01 a.m.
<p>Type of Coverage:</p> <p><input type="checkbox"/> Professional Liability - Claims Made and Reported</p> <p><input checked="" type="checkbox"/> General Liability - Occurrence</p>			
<p>Limits of Liability:</p> <p>\$1,000,000 Per Claim</p> <p>\$1,000,000 Aggregate Per Contract Period</p>		<p>Deductible:</p> <p>\$1,000 Per Claim</p> <p>NONE Aggregate Per Contract Period</p>	
<p>Description of Coverage:</p> <p>Evidence of General Liability coverage is extended to Parasol Tahoe Community Foundation, Inc. as Supplemental Member(s) as pertaining to use of space within the Donald W. Reynolds Community Non-Profit Center Meeting Rooms beginning on June 14, 2021.</p>			
<p>Issue Date: June 13, 2021</p>			
<p>Certificate Holder: Parasol Tahoe Community Foundation, Inc. 948 Incline Way Incline Village, NV 89451</p>		<p>Authorized Representative:</p> <p style="text-align: center;"></p> <p>Michele Reager, CPCU Senior Director of Underwriting</p>	

* the retroactive date applies to claims made coverage only