



Memo

To: Kittitas County Board of County Commissioners

From: Kittitas County Public Health Department, Holly Myers, Environmental Health Supervisor

Date: May 31, 2016

RE: Chinook Fest Summit Event 2016

If the information stated in the application by the organization for the “Chinook Fest Summit Event” is true, accurate, and there is stewardship in following through with such statements then the applicant, Dawn Gardner, has at this time met all the requirements of the Kittitas County Public Health Department including:

- Food Safety and Service
- Bathroom Facilities

If there are any additional food vendors, beyond The Summit at Snoqualmie, they must apply for a Temporary Food Event permit and receive permits 2 weeks prior to the event.

Please feel free to contact me if you have any questions or concerns.

Holly Myers, Environmental Health Supervisor

CC: Kittitas County Board of Commissioners

Julie Kjorsvik, Kittitas County Board of Commissioners Clerk

Mandy Buchholz, Kittitas County Board of Commissioners Deputy Clerk



KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Board of County Commissioners

CC:

FROM: Chuck Reed (Road Foreman)

DATE: March 11, 2016

SUBJECT: Chinook Fest Summit special event application

I have reviewed the special permit application from Dawn Gardner, the coordinator of the Chinook fest Summit special event which is schedule for July 8-9-10 2016 in the Snoqualmie Pass area.

This event is held in the Snoqualmie summit area along State route 906 and has not had any negative impacts to nearby County roads or the travel of the motoring public.

I recommend approving this event based on the following criteria.

1. Local advertisement of event and detours in the local paper (NKC Tribune and Daily record) two week in advance to inform the traveling public of the upcoming event.
2. Local postings in the Snoqualmie pass area to inform local residents of the upcoming event.

Chuck Reed
Road Foreman
Public Works
(856-7077)



KITTITAS COUNTY FIRE MARSHAL'S OFFICE

411 N. Ruby St., Suite 2, Ellensburg, WA 98926
Office (509) 962-7657 Fax (509) 962-7682

May 03, 2016

Mandy Buchholz
Deputy Clerk
Board of County Commissioners Office

Re: Chinook Fest Summit

Dear Mrs. Buchholz:

Upon review of the above permit application, I have the following comments/requirements;

- A separate Event Permit along with an appropriate site plan is required for this event. A fee of \$165.00 shall be obtained by the Fire Marshal's Office Event Permit application. The applicant has already paid for the permit in full.
- Parking shall be such that fire apparatus access is maintained at all times with a minimum driving width of 20 feet between rows of parked cars.
- The fire apparatus access roads shall remain free from obstructions.
- The access roads in the camper/tent camping area shall be a minimum of 20' wide.
- All vendors shall have a minimum of 2A-10B:C fire extinguishers readily available for use. Please ensure my staff and I have full access to inspect these vendors. Any LPG tank shall be secured to prevent displacement.
- Please be aware of general trip hazards from extension cords, tent tie-downs, etc. Also, extension cords may not be piggy-backed/daisy-chained together.
- Any generator located on site shall be inspected for proper connections and use. Please ensure my staff and I have access to all generators for inspection purposes.
- Any stage greater than 200 square feet or more than 30" above grade that is erected for performances shall be permitted and inspected prior to use, i.e. a separate permit would be required.
- Please ensure that all required permits have been issued at least 14 days prior to the event.

The intent of the International Fire Code is to provide a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions. The requirements listed above offer a reasonable level of fire and life safety protection for this project. Any questions or concerns regarding fire service features or the comments listed above may be directed to the Kittitas County Fire Marshal's Office at (509) 962-7000.

Sincerely,

Josh Hink
Interim Fire Marshal



Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7542

Fax: (509) 962-7087

May 5, 2016

Kittitas County Board of Commissioners
205 W 5th Ave Suite 103
Ellensburg, WA 98926

Subject: Special Event Application

Dear Board of County Commissioners,

Kittitas County Solid Waste has reviewed the Special Event application for the Chinook Fest Summit. The event staff has a recycling and garbage plan that meets our satisfaction. We do ask that event staff make sure to have adequate signage for what is acceptable as recycling.

Please contact me at [509] 962-7577 if you have any questions.

Thank you.

Cordially,

Clinton Van de Venter

Clinton Van de Venter
Household & Hazardous Waste Supervisor
Kittitas County Solid Waste



GENE DANA, SHERIFF
KITTITAS COUNTY SHERIFF'S OFFICE

307 W. Umptanum Rd ♦ Ellensburg, WA 98926
(509) 962-7525 ♦ (509) 674-2584
FAX (509) 962-7599

May 10, 2016

Kittitas County Board of County Commissioners
205 West 5th Ave., Suite 108
Ellensburg, WA 98926

Re: Event Application – Chinook Fest Summit

Dear Board of County Commissioners:

I have reviewed the application from Dawn Dulin for Chinook Fest Summit to be held on July 8th – July, 2016.

I have no issues or concerns regarding this event. I recommend approving the event application.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gene Dana".

Gene Dana,
Sheriff

Mandy Buchholz

From: no-reply_ServiceRequests@co.kittitas.wa.us
Sent: Friday, May 13, 2016 4:30 PM
To: Mandy Buchholz
Subject: Prosecutor Service Request | 33072 | Special Event Application - Chinook Fest (Ins.Rev)

Mandy Buchholz,

Thank you for submitting a service request. We hope the service was completed to your satisfaction. If you'd like to leave feedback, please use our [feedback form](#).

We have closed this request. If you need anything else, please submit another request or [renew this request](#).

Note: This email was sent from an unmonitored account. Please do not reply to this email. To respond, please update your service request on CAMAS using the link below.

Request #33072 - Special Event Application - Chinook Fest (Ins.Rev)

Initial request:

Good Afternoon, Our office received a Special Event Application from Dawn Gardner for Chinook Fest Summit July 8 – July 10, 2016. I will be placing this request on the June 7, 2016 Commissioners Agenda for the Boards consideration. Please submit your departments recommendation to me no later than May 31, 2016 by noon. If there are still outstanding issues, please indicate those in writing as well. For specific questions regarding the event I would ask that you contact the applicant directly. Thank you and have a great day.

Latest update:

The insurance certificate looks good. I recommend approval.

Christopher Horner 5/13/2016 12:00:00 AM

Status:

Closed

Assigned to:

Christopher Horner

Priority:

Soon

Due date:

5/31/2016 5:00:00 PM

Notice: All email sent to this address will be received by the Kittitas County email system and may be subject to public disclosure under Chapter 42.56 RCW and to archiving and review.

message id: 38eb45916c6dcdbdac24bb8719d004a14