

Special Event Permit

2024-16

All fees have been paid in full as required by this permit. This special event permit shall expire and be null and void at the conclusion of the event, if any conditions herein are breached, or if the permit is transferred to any other person, corporation, organization, or entity.

Event Information

Event Name: **2024 LoToJa Classic**
Event Type: **Bicycle Race and Ride**
Event Date(s): **September 6-7, 2024**

Promoting Entity: **Epic Events LLC**
Applicant: **Brent Chambers**
Phone: **(801)389-5008**
Email: **brent@lotoja.com**

 **Approved by:** Land Use Authority **Date** *15 July 2024*

Conditions of Approval

1. All participants and volunteers shall comply with County Ordinance §8.40 governing special events.
2. Event organizers must comply with the information as submitted in the Special Event application.
3. Public safety will be handled by the applicant as outlined in the application.
4. Riders and support vehicles must yield to emergency vehicles when they are responding to an emergency.
5. This event is inside of the wildfire season and are subject to road closures and evacuation in the event of a wildfire.
6. Applicant must coordinate with individual jurisdictions where the event crosses from unincorporated County into an incorporated municipality or other jurisdiction.

Agreement of Acceptance

As the applicant for the special event described above, I hereby agree to comply with all Federal, State, and County laws, ordinances, and regulations before, during and after the event. I further agree to indemnify and save harmless Cache County, its officers, agents, and employees from and against any and all claims resulting from the use of the premises by the Applicant, the Applicant's invitees, licensees, agents and employees. I agree to permit law enforcement personnel the free and unrestricted access to and upon the premises at all times during the event for all lawful and proper purposes not inconsistent with the intent of the permit.

Continued on Pg. 2



SEP 2024-1 LoToJa Classic Pg. 2

I understand and agree that this permit may be revoked upon breach of any of the conditions herein or at the discretion of the authorized officer. I understand that this permit is not transferable and agree not to transfer my permit to any person, corporation, organization or other entity.

In Accordance with Title 8 Section 8.40 of the Cache County Ordinance, I hereby submit and certify that the above information provided is accurate and complete to the best of my knowledge.

Brent Chambers **7/16/2024**

Accepted by: Applicant

Date



CACHE COUNTY FIRE DISTRICT

600 North 1020 East
Hyrum, Utah 84319
(435) 755-1670

To: Angie Zetterquist
From: Troy Fredrickson
2024 LoToJa Classic

June 28, 2024

This event is inside of the wildfire season. The roads that are being used and the area that the roads are in could be subjected to closures and evacuation in the event of a wildfire.

In the past there has been a problem in other events where cyclist were not yielding to emergency vehicles when they were responding to an emergency.

I would advise that the cyclist and support vehicles be reminded to yield to emergency vehicles and obey all traffic laws.



Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Special Event Permits - September 2024 - Comments due Thursday, July 11

Camden Gillins <camden.gillins@cachecounty.gov>
To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Wed, Jul 10, 2024 at 1:58 PM

Hey Aaron,

I spoke with Jeremy and we shouldn't have any conflicts on either of these events. Let me know if you have any questions.

Thanks,

Camden Gillins, E.I.T.
Staff Engineer
Cache County
179 North Main St, Suite 305
Logan UT, 84321
435-755-1643
camden.gillins@cachecounty.gov

On Thu, Jun 27, 2024 at 2:54 PM Aaron Thaxton <aaron.thaxton@cachecounty.gov> wrote:

[Quoted text hidden]



Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Special Event Permits - September 2024 - Comments due Thursday, July 11

Jacqui Shelton <jshelton@brhd.org>

Thu, Jul 11, 2024 at 5:25 PM

To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Good afternoon,

Neither of these events will require a mass gathering permit this year. Hope you had a good 4th of July!

On Thu, Jun 27, 2024 at 2:54 PM Aaron Thaxton <aaron.thaxton@cachecounty.gov> wrote:

[Quoted text hidden]



APPLICATION: SPECIAL EVENT PERMIT

Date Received:	By:	Receipt #:	Check #:	Amount:
6/26/2024	Aaron T	20041	CC - 4172	\$75.00

EVENT INFORMATION

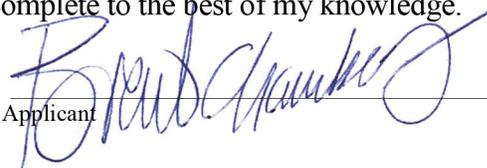
Event: 2024 LoToJa Classic Type: Bicycle race and ride
 - Friday, Sept 6: 9:00 AM - 9:00 PM - Setup, Expo, Packet Pickup, Cleanup
 Dates with starting/ending times: - Saturday, Sept 7: 5:00 - 9:30 AM - Race/Ride in Cache County

AGENT/CONTACT INFORMATION

Agent/Contact: Brent Chambers Email: brent@lotoja.com
 Phone: 801.389.5008 Mailing Address: Epic Events, P.O. Box 1912, Layton, UT 84041
 Name of Promoting Entity: Epic Events LLC

ACKNOWLEDGMENT

In accordance with Title 8 Section 8.40 of the Cache County Ordinance, I hereby submit and certify that the information contained in this application is accurate and complete to the best of my knowledge.


 Applicant _____ Date 6/21/2024

Application Deadline: Completed application forms must be submitted to the Cache County Development Services Office forty-five (45) calendar days before an event is scheduled to take place. This allows sufficient time for evaluation of the application. Late applications shall be denied unless the applicant demonstrates that compliance with the 45 day deadline was impractical or impossible due to the nature of the event. A special event permit application may be approved and a permit issued to the applicant by the Director upon approval by all the agencies specified in Section 8.40.40.

Authority: Cache County has no authority to approve permits for events other than in the unincorporated area of Cache County. Permits issued by Cache County apply only to the unincorporated area of the county, and if an event crosses into a municipality within Cache County or across the county line, applicants should determine if a permit is necessary in the other jurisdiction.

Right to Deny: Cache County reserves the right to deny permit applications for proposed special events which may pose, or have posed a significant danger or threat to the public health, welfare or safety, or which may result in unreasonable inconvenience or cost to the public. In the event the application is denied, the applicant may appeal to the Cache County Executive.

APPLICATION CHECKLIST

A complete application must include the following unless specified otherwise:

- 1) Completed application form and application fee (\$75 – no refunds) submitted 45 days prior to event. Additional fees for services provided by the Sheriff's Office, emergency services, or others may apply.
- 2) Proposed location, including a plat or map of the proposed area to be used, including any barricade, street route plans or perimeter/security fencing.
- 3) Total number of participants: Estimate must include event staff, participants, and spectators.
- 4) Public health plans, including plans for culinary water supplies, solid waste collections and disposal, and waste water (toilet facilities).
- 5) Proof of insurance in conformance with the County Ordinance 8.40.050(F) minimums: \$1,000,000 each occurrence, \$2,000,000 general aggregate, and \$100,000 property damage.
- 6) Fire prevention and emergency medical services plans.
- 7) Security plans and/or law enforcement response.
- 8) Admission fee, donation, or other consideration to be charged or requested.
- 9) Plans for parking
- 10) *If* the event will be held on private property, a current taxation certification for that property.
- 11) Further information may be required by staff, other departments and agencies, and/or the Board/Committee/Council that reviews the application based on the proposed event.

PROJECT REVIEW PROCESS

- The applicant is encouraged to meet with staff prior to the deadline date to discuss the project and ensure that the information submitted is sufficient to provide a complete review of the project.
 - After the application is accepted, information packets are sent to various departments, agencies, and affected municipalities that provide comments and/or approval for the proposed event to the Director of Development Services.
 - In some instances a pre-event meeting may be held with planning staff and representatives from the departments and agencies that provide comments on the project review. Any issues present on a project will be discussed with the appropriate department or agency.
 - A draft permit is made available to the reviewing agencies, affected municipalities, staff, and the applicant.
 - Following agency/department review and approval, and correction of any outstanding concerns/issues, the permit can be issued.
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ADDITIONAL APPLICATION DETAILS:

- Estimated Numbers:

Event Staff: Friday (in Logan) 60; Saturday (on course) 600 plus

Spectators: 1,500

Participants: 1,500

- Public Health Plans:

Complimentary bottled water will be available at the packet pickup area on Friday for those attending the Expo and/or registered applicants "checking in". Portable toilets and wash basins will also be provided in the same area (see Street Festival PDF for setup diagram). Our vendor for this service will be Honey Bucket. We have also placed a trash receptacle and recycle bin from Logan City for disposal of trash. On Saturday, portable toilets are provided on course and placed every 5 to 10 miles from Logan all the way to Jackson.

- Fire Prevention, Emergency Services, and Law Enforcement Plan/Response:

Friday Expo - Logan City Fire Department is next door to the event expo and start line. They will be contacted and alerted in the unlikely event additional services are needed. Logan City Police will also be involved during the event.

Saturday Ride - We have several neutral support volunteers with EMS certification. This includes over 150 HAM radio operators (stationary and mobile) on course providing communications and neutral support with every start pack. Local, county, and state law enforcement have been alerted. Logan City Police Department will provide traffic control and a police escort out of town. Utah Highway Patrol will provide traffic control at key intersections along the race and ride routes to the Utah-Idaho border. County Sheriff's Office as well as North Park and Smithfield Police Departments will be patrolling and providing traffic control. Several Corner and Course Marshals will be placed throughout Cache Valley to provide direction, assist neutral support vehicles, and assist in the event of an accident.

Calling "911" is also an option. Logan Regional, along with every other hospital along LoToJa's race route, will be on alert.

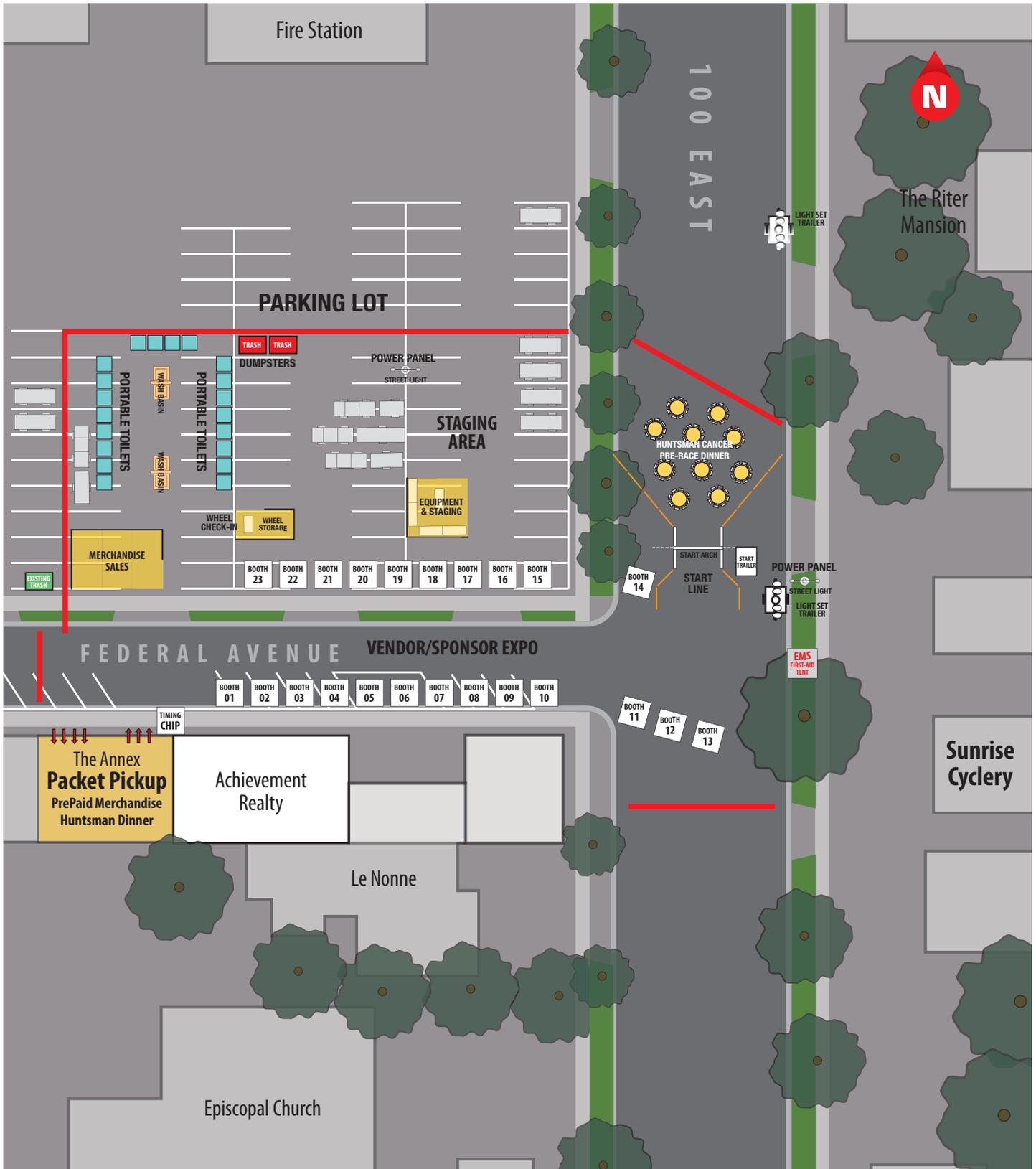
- Admission Fee:

The LoToJa Expo on Friday is open to everyone. There is no admission fee. Cyclists participating in LoToJa on Saturday, pay their entry fee May-June (with successful selection of their online application).

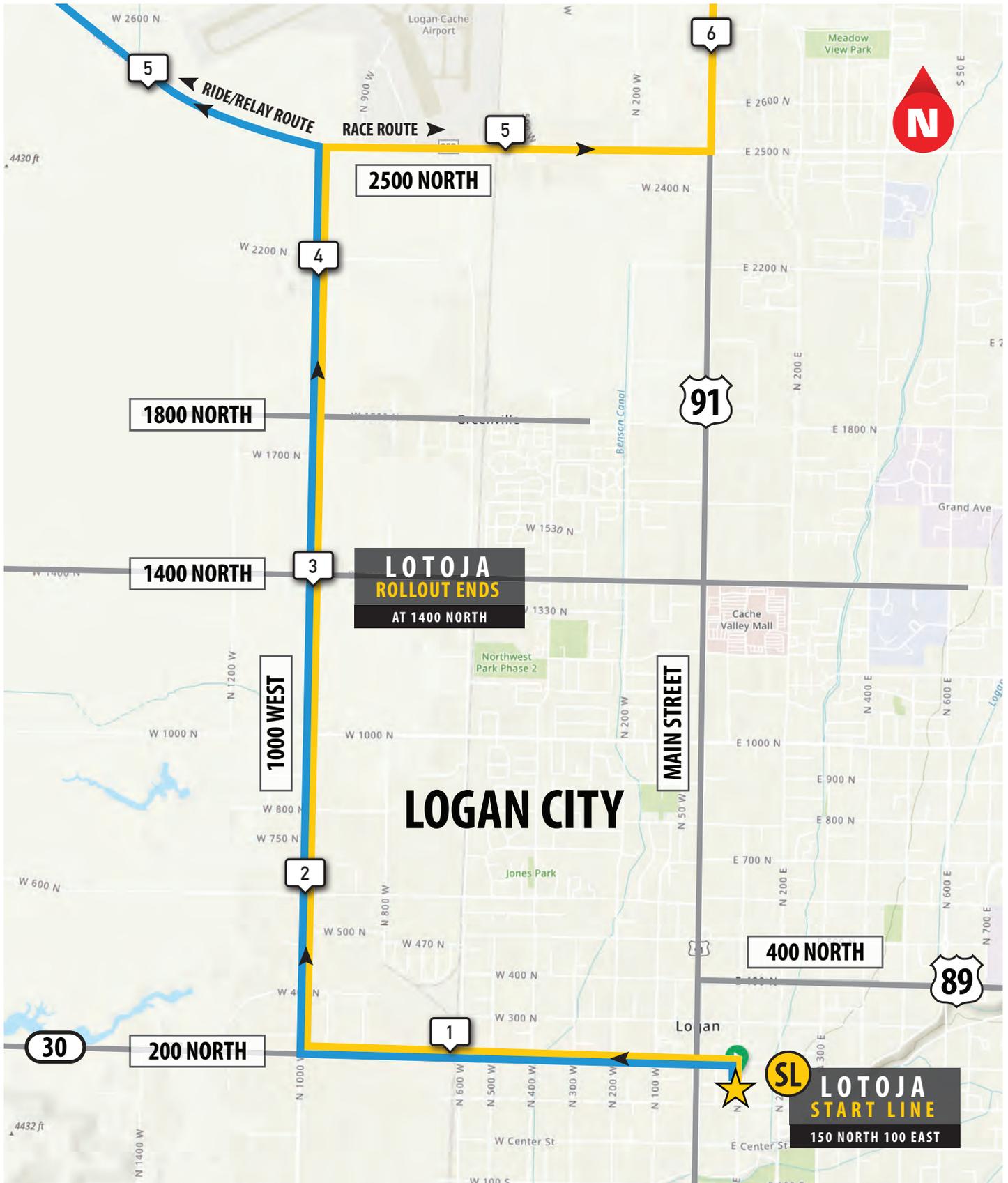
- Parking Plans:

This is only applicable in Logan on Friday afternoon and Saturday morning. For locations, see Course Maps in the Cyclist Bible.









**ADDITIONAL REMARKS SCHEDULE**

AGENCY Fairly Consulting Group, LLC		NAMED INSURED USA Cycling, Inc. 210 USA Cycling Point, Suite 100 Colorado Springs, CO 80919	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance**

**Description of Operations/Locations/Vehicles:
attached endorsement CG 20 26 (12/2019).**

**Event Number: 2024-9432
Event Name: LoToJa Classic RR
Event Location: Logan, UT
Event Date(s): 09/07/2024**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

ANY PERSON OR LEGAL ENTITY IN WHICH YOU HAVE A WRITTEN CONTRACT, AGREEMENT OR PERMIT WHICH REQUIRES THAT YOU NAME THE CONTRACTING PARTY AS AN ADDITIONAL INSURED.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.