



Board of Adjustment Staff Report

Meeting Date: May 4, 2023

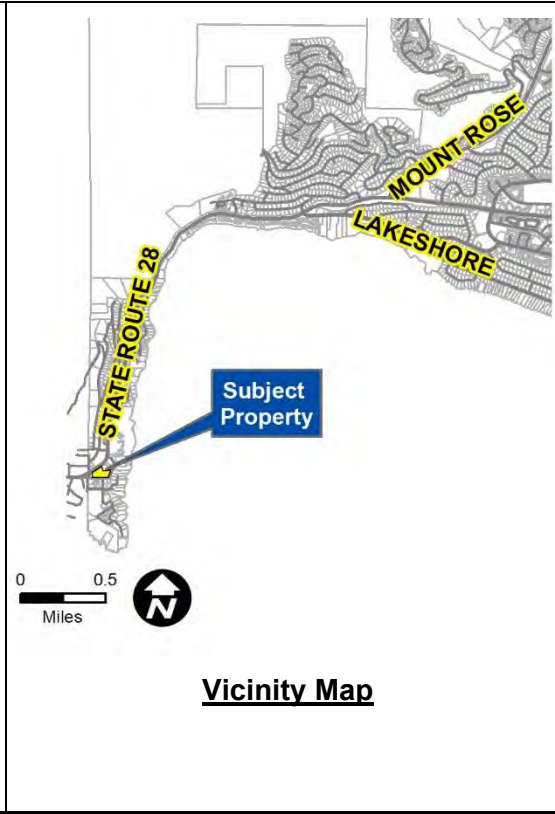
Agenda Item: 8C

ADMINISTRATIVE PERMIT CASE NUMBER:	WADMIN23-0005 (Gambler's Run Music Festival)
BRIEF SUMMARY OF REQUEST:	An administrative permit for an outdoor community event with a music festival
STAFF PLANNER:	Katy Stark, Planner Phone Number: 775.328.3618 E-mail: krstark@washoecounty.gov

CASE DESCRIPTION

For hearing, discussion, and possible action to approve an administrative permit for an outdoor community event business license for the Gambler's Run Music Festival. The event will be held at Crystal Bay Casino, 14 State Route 28, and approximately 800 people will be in attendance on each day of the festival. The dates of the festival are July 14-16, 2023, with outdoor activities being held from noon to 8:00 PM.

Applicant: Crystal Bay Casino
 Property Owner: Miracle Investments LLC
 Location: 14 State Route 28
 APN: 123-042-15
 Parcel Size: 2.923 acres
 Master Plan: Tahoe – Crystal Bay Tourist
 Regulatory Zone: Tahoe – Crystal Bay Tourist
 Area Plan: Tahoe
 Development Code: Authorized in Article 808, Administrative Permits
 Commission District: 1 – Commissioner Hill



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 Washoe County Board of Adjustment approve Administrative Permit Case Number WADMIN23-0005 for Crystal Bay Casino, 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 Pages 8)

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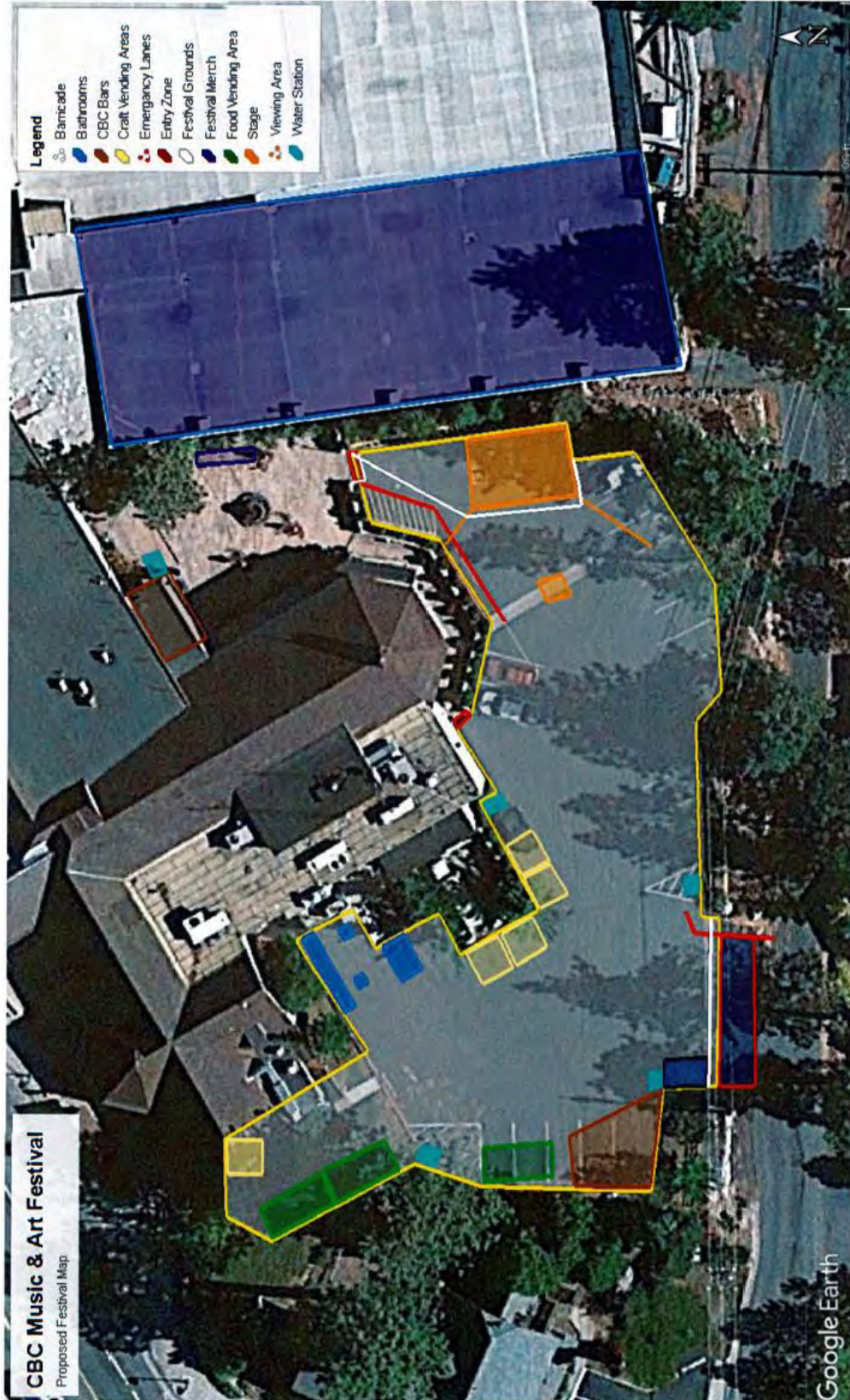
Project ApplicationExhibit D

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 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 WADMIN23-0005 are attached to this staff report and will be included with the action order.

The subject property is designated as Tahoe – Crystal Bay Tourist (TA_CBT). Based on the applicant’s estimated maximum number of attendees on any one day of the event (800), the event qualifies as “outdoor community event” under WCC Section 110.25.272, which is allowed in the TA_CBT regulatory 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

Crystal Bay Casino is proposing an outdoor community event to host a music festival on July 14-16, 2023. The event will be held at Crystal Bay Casino, 14 State Route 28, with outdoor activities from noon to 8:00 PM on each of the three festival dates. Approximately 800 people are anticipated to attend each day of the event, which is being called Gambler's Run Music Festival. The event will include food, drink, crafts, and live music. The event will be ticketed entry.

The event will include a combination of indoor and outdoor activities. Only the outdoor portion of the event is being reviewed for this administrative permit. Food and drink will be provided by Crystal Bay Casino, and two additional food trucks will be located on the west end of the grounds. There will be five craft vending booths located in the same area. Washoe County Health District reviewed the event application and provided conditions (included in Exhibit A) to ensure proper handling of food/water and temporary food permits, if necessary. The outdoor grounds will open at noon for food, drink, and crafts. Live music will start outdoors at 2:00 p.m. each day at a temporary stage on the east side of the grounds, backing up to the parking garage. There will be an 8:00 p.m. hard curfew for music in the outdoor venue. Festival grounds will be cleared of guests immediately following the end of live music, and after parties will be held indoors in Crystal Bay Casino's Crown Room to further encourage the vacating of outdoor festival grounds. Crystal Bay Casino and outsourced housekeeping staff will clean the grounds each night. A schedule of the live entertainment is included in the event application, which is Exhibit D to this report.

There will be two festival dispatch centers on site to allow festival administrators to communicate with officials, crew members, attendees, and outside agencies via two-way radios, cell phones, internet communications, and PA. Washoe County Sheriff's Office (WCSO) and North Lake Tahoe Fire Protection District (NLTFPD) will have designated parking spaces next to the festival's Security Dispatch center located in the southwest corner of the grounds. All emergency response agencies will have access to festival two-way radios to bridge communications. The Security Dispatch center will have phones, radios, spare batteries, power, lights, computers, maps, site plans, and pertinent contact lists. Surveillance Dispatch will monitor the festival's emergency channel and coordinate the response of emergency personnel, including event security, police, fire, and medical. Washoe County Sheriff's Office reviewed and approved the event application.

NLTFPD will be the emergency medical service provider for the event. NLTFPD reviewed the event application and provided a condition of approval, which is included in Exhibit A. There will be a first aid tent with designated parking for NLTFPD vehicles. There will be a minimum of one security personnel trained/certified in CPR/AED stationed at the Security Dispatch center, with a minimum of three other trained/certified personnel patrolling the grounds. Security, safety, and administrative staff will be located throughout all festival areas and will radio for response if they identify a medical situation. Medical situations will be called into Security Dispatch. NLTFPD will be called in or dispatched if required. Five security teams will patrol the event area on foot. Washoe County Health District, EMS Coordinator, reviewed the event application and stated that the event does not meet the number of persons to require EMS coverage at the event. The EMS Coordinator also stated that the Program has no concerns or questions, based on the information provided.

Security, safety, and administrative staff members patrolling the event areas will conduct fire watch throughout their patrols. Fire situations will be called in to Security Dispatch, and the closest security team will be deployed with fire extinguisher. NLTFPD will be called in if required. All vendors, Security Dispatch center, and stage areas will be equipped with fire extinguishers.

Signs, approximately four feet high, will be hung to identify emergency exits, the security/medical booth, vendor locations, and restrooms. Each of these locations will be marked on an event map, which will be posted at the entry and throughout the grounds.

The applicant has submitted a plan and a specific set of steps to be taken in the event of an emergency evacuation or an emergency safe haven/shelter situation. These steps are provided in the event application, which is included as Exhibit D. Festival staff will defer authority to WCSO and/or NLTFPD if warranted in an emergency situation. The applicant has also submitted specific steps to be taken in the event of high heat, high winds, or rain/lightning during the event.

Water will be provided by the Crystal Bay Casino. Five potable water stations will be located throughout the festival grounds. Washoe County Health District provided a condition in Exhibit A that addresses several aspects of water usage.

Portable restroom and handwashing facilities will be provided by Quick Space. There will be 15 standard restrooms, two ADA restrooms, and ten double-sided handwash stations located in the northwest section of the festival grounds. All restrooms and handwash stations will be serviced daily by Quick Space. Washoe County Health District provided a condition (included in Exhibit A) requiring restrooms to be located at least 50 feet from food vendors. The restroom facilities inside Crystal Bay Casino will also be available.

Event staff will handle cleanup. Staff will be on patrol throughout the festival. All rubbish will be placed in dumpsters at Crystal Bay Casino. Crystal Bay Casino has an existing contract with Waste Management, and an extra pickup is scheduled for July 17, 2023, following the event. Washoe County Health District provided a condition (included in Exhibit A) requiring rubbish to be stored in a sufficient number of containers throughout the venue to prevent overflow. The Health District also required that extra pick-ups from Waste Management must be available if needed.

Parking for event guests will be available in the Crystal Bay Casino parking garage with 300 parking spaces available. Additional parking will be available at their neighboring property located one block southwest of the festival grounds. There will be entry/exit points on Hwy 28 and Cal Neva Way with one traffic control/parking attendant located at the Cal Neva Way entrance and a minimum of one attendant located at the Hwy 28 entrance/exit. Washoe County Engineering reviewed the application and provided conditions of approval (included in Exhibit A) requiring a map showing parking lot locations, ingress and egress routes, the locations of traffic control/parking attendants, and the number of parking spaces available for the overflow parking area.

Tahoe Area Plan

The subject parcel is located within the Tahoe Area Plan in the Crystal Bay Tourist regulatory zone. The following are the pertinent policies from the Tahoe Area Plan:

Relevant Area Plan Policies Reviewed

Policy	Brief Policy Description	Complies	Condition of Approval
Policy LU2-7	Strengthen the regulatory zone’s potential as a world class, nationally renowned tourist destination resort. Encourage a wide range of family-oriented entertainment and recreational activities within the Crystal Bay Tourist regulatory zone.	Yes	No condition required – The proposed event will offer family-oriented entertainment with food/drink, craft vending booths, and music in an outdoor venue.
Policy LU7-2	Encourage appropriate community events and special events within the planning area.	Yes	No condition required – The proposed music festival offers a special event in the Tahoe planning area.

Policy R3-2	All temporary events that require a discretionary permit shall show that parking, access, and safety issues have been considered and addressed. If necessary, those responsible for these events should be required to conduct any necessary studies to show the parking, access, and safety issues generated by the event are fully mitigated.	Yes	The event application was reviewed by Washoe County Health District, Washoe County Engineering, and NLTFPD. Conditions related to parking, access, and safety have been provided by these agencies and are included in the conditions of approval (Exhibit A). In addition, the applicant has provided safety and security plans as discussed previously in this report.
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Reviewing Agencies

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

Agencies	Sent to Review	Responded	Provided Conditions	Contact
NDOT (Transportation)	X			
Washoe County Building & Safety	X	X	X	Dan Holly, dholly@washoecounty.gov
Washoe County Traffic	X	X	X	Mitch Fink, MFink@washoecounty.gov
WCSO Law Enforcement	X	X		Corey Solferino, CSolferino@washoecounty.gov
WCHD EMS	X	X		Sabrina Brasuell, sbrasuell@washoecounty.gov
WCHD Environmental Health	X	X		Kristen deBraga, kdebraga@washoecounty.gov
WCHD Special Events	X	X	X	Kristen deBraga, kdebraga@washoecounty.gov
IVGID	X	X		Tim Buxton, tlb@ivgid.org
North Lake Tahoe FPD	X	X	X	John James, jjames@nltpd.net

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.

- (a) 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: There are no policies or action programs that prohibit the approval of a temporary three-day event of this nature in the Master Plan or Tahoe Area Plan. There are policies in the Tahoe Area Plan, as discussed previously in this report, that support appropriate community events and special events.

- (b) 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, water, and parking for the temporary three-day event. The event application was reviewed by Washoe County Engineering and Washoe County Health District, and these agencies provided conditions of approval related to parking, water, and sanitation. These conditions are included in Exhibit A.

- (c) Site Suitability. That the site is physically suitable for a three-day outdoor community event and for the intensity of such a development.

Staff Comment: Crystal Bay Casino operates/promotes approximately 70 to 80 indoor music events annually. They are familiar with procedures for holding large events. For the proposed outdoor festival, temporary improvements have been planned to make the site suitable for the three-day event.

- (d) 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 three-day event. The applicant has arranged appropriate security, health, and emergency procedures for the duration of the event. The event application was reviewed and approved by the Washoe County Sheriff's Office. Washoe County Engineering, Washoe County Health District, and NLTFPD reviewed the application and provided appropriate conditions of approval (Exhibit A) to ensure the health and safety of event staff and guests. Therefore, there will be no significant impact to 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.

- (e) 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 WADMIN23-0005 is being recommended for approval with conditions. Staff offers the following motion for the Board of Adjustment'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 Washoe County Board of Adjustment approve Administrative Permit Case Number WADMIN23-0005 for Crystal Bay Casino, 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:

- (a) Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Tahoe Area Plan;
- (b) 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;

- (c) Site Suitability. That the site is physically suitable for a three-day outdoor community event and for the intensity of such a development;
- (d) 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;
- (e) 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: Crystal Bay Casino, Attn: Eric Roe
eroe@cbc-nv.com & eroe@crystalbayclubcasino.com

Property Owner: Miracle Investments LLC
PO Box 37, Crystal Bay, NV 89402



Conditions of Approval

Administrative Permit Case Number WADMIN23-0005

The project approved under Administrative Permit Case Number WADMIN23-0005 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on May 4, 2023. 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 – Katy Stark, Planner, 775.328.3618, krstark@washoecounty.gov

- 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 plan approved as part of this administrative permit.
- c. The site shall be cleaned up and all trash removed within two days of the conclusion of the event.

Contact Name – Dan Holly, Plans Examiner Supervisor, 775.328.2027, dholly@washoecounty.gov

- d. The applicant shall obtain a building permit for the temporary stage, which includes engineering for the lighting truss and anchorage of the stage.

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, P.E., 775.328.2050, mfink@washoecounty.gov

- a. Provide a map showing the parking lot locations, ingress and egress routes and the locations of the traffic control/parking attendants.
- b. Provide the number of parking spaces available for the overflow parking area.

Washoe County Health District

3. The following conditions are requirements of the Washoe County Health District, which shall be responsible for determining compliance with these conditions. 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 – Kristen deBraga, REHS, Senior Environmental Health Specialist, 775.900.7230, kdebraga@washoecounty.gov

- a. Provide a list of all food/drink vendors and include menus for each. Food trucks/mobiles are required to return to their servicing area nightly to obtain potable water, dump grey water, and wash dishes, or temporary food permits may be required. Provide details on how water at water stations will be dispensed. This list shall be provided at least 15 days prior to the first day (July 14, 2023) of the event. If required, then temporary food

permits shall be provided seven (7) days prior to the first day (July 14, 2023) of the event.

- b. Ensure that restrooms are at least 50 feet from any food vendors.
- c. Ensure that rubbish is stored in a sufficient number of covered containers throughout the venue to prevent overflow. Ensure that extra pick-ups from Waste Management are available if needed.

North Lake Tahoe Fire Protection District (NLTFPD)

4. The following condition is a requirement of the North Lake Tahoe Fire Protection District (NLTFPD), which shall be responsible for determining compliance with this condition.

Contact Name – John James, Fire Marshall, 775.831.0351 x8131, jjames@nltpd.net

- a. The applicant shall submit their event information to NLTFPD for review:
 - https://www.nltpd.org/images/INTERIOR_TEMP_ACTIVITY_PERMIT.pdf
 - https://www.nltpd.org/images/Outdoor_Temporary_Activity_Fillable.pdf

*** End of Conditions ***

From: [Holly, Dan](#)
To: [Stark, Katherine](#)
Subject: RE: Stage permit? - Gambler's Run Music Festival
Date: Wednesday, March 15, 2023 11:59:15 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)

Hi Katy: Yes, we will need a permit that includes engineering for the lighting truss, and anchorage of the stage. I hope this helps. Thank You,



Dan Holly, Plans Examiner Supervisor
Building and Planning Division | Community Services Department
DHolly@washoecounty.us | Office: 775.328.2027
Visit us first online: www.washoecounty.us/csd
For Building call (775) 328-2020
Email: Building@washoecounty.us



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From: Stark, Katherine <KRStark@washoecounty.gov>
Sent: Wednesday, March 15, 2023 11:58 AM
To: Holly, Dan <DHolly@washoecounty.gov>
Cc: Stark, Katherine <KRStark@washoecounty.gov>
Subject: Stage permit? - Gambler's Run Music Festival

Good morning, Dan!

I have a special event application that I will be sending to Building for agency review. I checked with the applicant regarding possible temporary tents and/or stages for the event. I don't see any issues with the tents – 10'x10' pop-ups. But I asked him about the stage dimensions. Please see his response in the email below. Does this stage require a building permit?

Thanks!



Katy Stark
Planner, Planning & Building Division | Community Services Department
krstark@washoecounty.gov | Direct Line: 775.328.3618
My typical working hours: Monday-Friday 7:00 am to 4:00 pm
Visit us first online: www.washoecounty.gov/csd
Planning Division: 775.328.6100 | Planning@washoecounty.gov
CSD Office Hours: Monday-Friday 8:00am to 4:00pm
1001 East Ninth Street, Reno, NV 89512



Have some kudos to share about a Community Services Department employee or experience?

[Submit a Nomination](#)

From: Eric Roe <eroe@crystalbayclubcasino.com>
Sent: Wednesday, March 15, 2023 9:05 AM
To: Stark, Katherine <KRStark@washoecounty.gov>
Cc: Popp, Jayleen <JPopp@washoecounty.gov>
Subject: RE: Gambler's Run Music Festival - Planning

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

Good morning, Katy. The stage will be roughly 30'x20' and 3'-4' off the ground. The truss at the back of the stage that holds speakers/lights will be approximately 12' tall.

Thanks,



Eric Roe
General Manager
Office: (775) 298-7821
Cell: (517) 404-3937
PO Box 37 or 14 State Route 28
Crystal Bay, NV 89706

From: Stark, Katherine <KRStark@washoecounty.gov>
Sent: Tuesday, March 14, 2023 4:14 PM
To: Eric Roe <eroe@crystalbayclubcasino.com>
Cc: Popp, Jayleen <JPopp@washoecounty.gov>; Stark, Katherine <KRStark@washoecounty.gov>
Subject: RE: Gambler's Run Music Festival - Planning

Good afternoon, Eric,

Thanks for the response! The 10'x10' pop up tents will be fine. Tents 400 sq. ft. or larger would require a building permit. Could you please let me know the dimensions for the temporary stage? I will check with Building and see if that one needs a permit.

Thanks!



Katy Stark
Planner, Planning & Building Division | Community Services Department
krstark@washoecounty.gov | Direct Line: 775.328.3618

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CSD Office Hours: Monday-Friday 8:00am to 4:00pm
1001 East Ninth Street, Reno, NV 89512



Have some kudos to share about a Community Services Department employee or experience?

[Submit a Nomination](#)

From: Eric Roe <eroe@crystalbayclubcasino.com>
Sent: Tuesday, March 14, 2023 8:59 AM
To: Stark, Katherine <KRStark@washoecounty.gov>
Cc: Popp, Jayleen <JPopp@washoecounty.gov>
Subject: RE: Gambler's Run Music Festival - Planning

[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 Katy, nice to meet you. I will get you the detailed description of the event today. We will be using a temporary stage. It is likely there will be "pop up" tents used over our security station and bar as well. These would just be the 10'x10' EZ up tents, so not sure if these would need to be permitted through the building department?



From: Stark, Katherine <KRStark@washoecounty.gov>
Sent: Monday, March 13, 2023 2:21 PM
To: Eric Roe <eroe@crystalbayclubcasino.com>
Cc: Stark, Katherine <KRStark@washoecounty.gov>; Popp, Jayleen <JPopp@washoecounty.gov>
Subject: Gambler's Run Music Festival - Planning

Hi Eric,

My name is Katy Stark, and I am a Planner with Washoe County. I will be handling the case for your Gambler's Run Music Festival application from the Planning side. Jayleen Popp will remain your contact for the business license (W-000001-T-APP-2023). However, because this event will have more than 300 attendees, it also requires approval from the Board of Adjustment. The Planning case number assigned to your application is Administrative Permit Case Number WADMIN23-0005. Your item is scheduled for the Board of Adjustment (BOA) meeting on Thursday, May 4, 2023, at 1:30 p.m. I will provide a staff presentation summarizing the music festival at the BOA meeting. You will also have an opportunity to present for up to 15 minutes if you would like to do so. An applicant presentation is optional, so the choice is up to you.

For the most part, I will work with the application materials you have already submitted to Business License. However, I need a couple pieces of additional information:

Please submit a page or two (email PDF to me) describing the event. What will occur at the event? What are the timeframes for events/activities each day? Is there a purpose for the event (it's fine if it's simply entertainment)? In general, I will need to describe this festival to the Board of Adjustment. Any information you can provide that will help them visualize the event is useful.

- Building permits – This is an item that can catch applicants off guard for outdoor events. Are you planning to use temporary tents, stages, or the like, at this music festival? Some of these tents and stages require building permits. We will want to get you connected with Building immediately if you're going to be using temporary tents or stages. It can take weeks to have a building permit approved.

Please feel free to reach out to me if you have any additional questions. It is easiest to reach me via email.

Regards,



Katy Stark

Planner, Planning & Building Division | Community Services Department

krstark@washoecounty.gov | Direct Line: 775.328.3618

My typical working hours: Monday-Friday 7:00 am to 4:00 pm

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

Planning Division: 775.328.6100 | Planning@washoecounty.gov

CSD Office Hours: Monday-Friday 8:00am to 4:00pm

1001 East Ninth Street, Reno, NV 89512



Have some kudos to share about a Community Services Department employee or experience?

[Submit a Nomination](#)

From: [deBraga, Kristen](#)
To: [Stark, Katherine](#)
Cc: [Program, EMS](#); [English, James](#); [Rubio, Wesley S](#); [Kelly, David A](#)
Subject: RE: Agency Review - Gambler's Run Music Festival
Date: Thursday, March 16, 2023 12:43:03 PM
Attachments: [image010.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)

Hi Katherine,

In regards to the food/beverages that will be offered at this event, Environmental Health Services (EHS) requires a list of all food/drink vendors that includes menus for each. Food trucks/mobiles are required to return to their servicing area nightly to obtain potable water, dump grey water, and wash dishes or temporary food permits may be required. Please also provide details on how water at water stations will be dispensed. This list is due at least 15 days prior to the 1st day of the event, sooner is better. EHS staff will review the list and determine if any vendors require a temporary food permit. Temporary food permits are due 7 days prior to the 1st day of the event.

The proposed number of restrooms and hand wash stations look to be sufficient. Event organizer must ensure restrooms are at least 50' from any food vendors.

Event organizer must ensure that rubbish is stored in sufficient number of covered containers throughout venue to prevent overflow, and that extra pick-ups from Waste Management are available if needed.

Thank you,

Kristen deBraga, REHS

Senior Environmental Health Specialist | Environmental Health Services | Washoe County Health District
kdebraga@washoecounty.gov | C: (775) 900-7230 | 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](#)

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From: Stark, Katherine <KRStark@washoecounty.gov>
Sent: Wednesday, March 15, 2023 3:27 PM
To: Program, EMS <EMSProgram@washoecounty.gov>; English, James <JEnglish@washoecounty.gov>; Rubio, Wesley S <WRubio@washoecounty.gov>; Kelly, David A <DAKelly@washoecounty.gov>; deBraga, Kristen <KDeBraga@washoecounty.gov>
Cc: Stark, Katherine <KRStark@washoecounty.gov>
Subject: Agency Review - Gambler's Run Music Festival

Good afternoon,

I am processing a special events application that will go before the Washoe County Board of Adjustment for decision on May 4, 2023. The business license case number for this event is W-000001-T-APP-2023. The Planning administrative permit case number for the event is WADMIN23-0005. The case description is provided below, and here is a link to the application: https://www.washoecounty.gov/csd/planning_and_development/applications/files-planning-development/comm_dist_one/2023/Files/WADMIN23-0005_app.pdf If you have any comments or conditions you would like to submit for this event, then **please reply to me by Monday, March 27, 2023**. Thank you!

CASE DESCRIPTION

For hearing, discussion, and possible action to approve an administrative permit for an Outdoor Community Event business license for the Gambler's Run Music Festival. The event will be held at the Crystal Bay Casino. Approximately 800 people will be in attendance. The dates of the festival are July 14-16, 2023.

Applicant:	Crystal Bay Casino
Property Owner:	Miracle Investments LLC
Location:	14 State Route 28
APN:	123-042-15
Parcel Size:	2.923 acres
Master Plan:	Tahoe – Crystal Bay Tourist
Regulatory Zone:	Tahoe – Crystal Bay Tourist
Area Plan:	Tahoe
Development Code:	Authorized in Article 808, Administrative Permits
Commission District:	1 – Commissioner Hill



Katy Stark
Planner, Planning & Building Division | Community Services Department
krstark@washoecounty.gov | Direct Line: 775.328.3618

My typical working hours: Monday-Friday 7:00 am to 4:00 pm

Visit us first online: www.washoecounty.gov/csd
Planning Division: 775.328.6100 | Planning@washoecounty.gov
CSD Office Hours: Monday-Friday 8:00am to 4:00pm
1001 East Ninth Street, Reno, NV 89512

From: [Program, EMS](#)
To: [Stark, Katherine](#)
Cc: [Program, EMS](#)
Subject: FW: Agency Review - Gambler's Run Music Festival
Date: Thursday, March 16, 2023 8:44:27 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

Good morning,

The EMS Program has reviewed the Agency Review - Gambler's Run Music Festival. This event does not meet the number of persons to require EMS coverage at the event. The application does address AEDs on property as well as a minimum of one security staff member being training in CPR/AED. The Program has no concerns or questions at this time based on the information provided.

NLTFPD Fire Marshal John James is cc'd for visibility incase they have not received communications specific to this event.

Thank you,

Sabrina.

Sabrina Brasuell

Pronouns: she/her

EMS Coordinator | Epidemiology and Public Health Preparedness

Washoe County Health District

sbrasuell@washoecounty.gov | Cell: (775) 830-7118 | Office: (775) 326-6043

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



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INTEROFFICE MEMORANDUM

DATE: March 15, 2023
TO: Katherine Stark, Planner, Planning and Building Division
FROM: Robert Wimer, P.E., Engineering and Capital Projects Division

SUBJECT: WADMIN23-0005
APN 123-042-15
Gambler's Run Music Festival

GENERAL PROJECT DISCUSSION

Washoe County Engineering staff has reviewed the above referenced application. The Engineering and Capital Projects Division recommends approval with the following conditions.

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink, P.E. (775) 328-2050

1. Provide a map showing the parking lot locations, ingress and egress routes and the locations of the traffic control/parking attendants.
2. Provide the number of parking spaces available for the overflow parking area.



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

Date	3-17-23
Attention	Katy Stark
Re	Wadmin23-0005
APN	123-042-15
Service Address	14 State Route 28
Owner	Crystal Bay Casino

CASE DESCRIPTION

For hearing, discussion, and possible action to approve an administrative permit for an Outdoor Community Event business license for the Gambler’s Run Music Festival. The event will be held at the Crystal Bay Casino. Approximately 800 people will be in attendance. The dates of the festival are July 14-16, 2023.

Applicant: Crystal Bay Casino

Property Owner: Miracle Investments LLC

Location: 14 State Route 28

APN: 123-042-15

Parcel Size: 2.923 acres

Master Plan: Tahoe – Crystal Bay Tourist

Regulatory Zone: Tahoe – Crystal Bay Tourist

Area Plan: Tahoe

Development Code: Authorized in Article 808, Administrative Permits

Commission 1 – Commissioner Hill

IVGID Comments: No Impact to the Incline Village General Improvement District.

From: [Solferino, Corey](#)
To: [Stark, Katherine](#)
Cc: [Bello, Marc](#)
Subject: Re: Agency Review - Gambler"s Run Music Festival
Date: Wednesday, March 29, 2023 2:39:57 PM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Katherine,

I apologize for the delay. This request is approved. Thank you, cs

Corey A. Solferino
Sent from my iPhone
(775) 544-2887

From: [John James](#)
To: [Stark, Katherine](#)
Subject: RE: Agency Review - Gambler's Run Music Festival
Date: Thursday, April 6, 2023 2:48:27 PM
Attachments: [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.]

Hello Katy,

Yes please, please specify they submit to us for review and refence these submittal checklists.

https://www.nltfpd.org/images/INTERIOR_TEMP_ACTIVITY_PERMIT.pdf

https://www.nltfpd.org/images/Outdoor_Temporary_Activity_Fillable.pdf



John James
Fire Marshal
Office: [775.831.0351](tel:775.831.0351) x8131 | Cell: [775.413.9344](tel:775.413.9344)
Email: jjames@nltfpd.net
[866 Oriole Way | Incline Village | NV 89451](#)



From: Stark, Katherine <KRStark@washoecounty.gov>
Sent: Thursday, April 6, 2023 1:59 PM
To: John James <jjames@nltfpd.net>; Jeffrey Smith <jsmith@nltfpd.net>; Ryan Sommers <RSommers@nltfpd.net>
Cc: Stark, Katherine <KRStark@washoecounty.gov>
Subject: FW: Agency Review - Gambler's Run Music Festival

Hi John and team,

I'm finalizing my staff report for this item today. Please see my original email below. I don't believe I received a response from NLTFPD. After reviewing the applicant's application, it sounds like they are already coordinating with you for the Gambler's Run Music Festival at Crystal Bay Casino in July. But if you have any conditions of approval that you want me to include in the staff report, then please let me know. The applicant is required to both go through business license and to obtain an administrative permit approval (that's what I'm processing) from the Board of Adjustment.

Public Notice

Washoe County Code requires that public notification of an Administrative Permit be mailed to a minimum of 30 separate property owners within a minimum 500-foot radius of the subject property a minimum of 10 days prior to the public hearing date. This proposal was noticed within a 500-foot radius of the subject property, noticing 42 separate property owners a minimum of 10 days prior to the public hearing date.



Public Notice Map

Administrative Permit Case Number WADMIN23-0005

**OUTDOOR
COMMUNITY EVENT
LICENSE APPLICATION**

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

OUTDOOR COMMUNITY EVENT APPLICATION

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

Application date: _____

Applicant Information

Applicant's name: CRYSTAL BAY CASINO
Mailing address: PO Box 37 CRYSTAL BAY NV 89402
Street or PO Box City State Zip code
Phone: 775.738.7821 (Business) _____ (Home) 517.404.3937 (Cell)
Email: EROE@CBC-NV.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
<u>ROBER NORMAN</u>	<u>465 S. MEADOWS PRVDY #6 Reno, NV 89521</u>	<u>MANAGING MEMBER</u>

Event Information

Name of Event: CBC FEST
Date(s) of Event: 7/14, 7/15, 7/16/2013 Hours of operation: 2PM-9PM
Location of Event: CRYSTAL BAY CASINO
Assessor Parcel Number(s): 123-042-15
Description of Event: MUSIC FESTIVAL

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

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

If yes, amount and type of fee(s): TICKETED ENTRY

When will fee be collected? Pre-sales At entrance

Approximate number of participants and other persons: 800

Approximate number of customers and spectators: 750

Approximate maximum number of persons on any one day of the event: 800

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

OUTDOOR COMMUNITY EVENT STATEMENT OF ASSETS

As of 9/30, 2022

(Describe fully and indicate assets pledged)

(If additional space is required, attached supporting pages or documents)

Current Assets

Cash on hand _____	\$	
Cash in safe deposit box _____	\$	
Cash in <u>Neveda State Bank Carson City NV</u>	\$	<u>434,487</u>
Location of Box Name, Bank and Branch		
Cash in _____	\$	
Name, Bank and Branch		
Accounts and notes receivable (describe nature of receivable and when due)		
<u>Total A/R Casino</u>	\$	<u>433,237</u>
<u>A/R Trade</u>	\$	<u>107,351</u>
Other current assets		
<u>prepaid expenses</u>	\$	<u>340,360</u>
	\$	

Investments

Stocks, Bonds, etc (Market value) (If close held corporation, furnish current balance sheet)

_____	\$	
_____	\$	
_____	\$	

Investments, other than stocks and bonds

_____	\$	
_____	\$	
_____	\$	

Fixed assets

Real estate (Give location, description and fair value of each parcel)

<u>Furniture & Equipment</u>	\$	<u>18,264</u>
<u>Leasehold Improvements</u>	\$	<u>251,057</u>
_____	\$	


Other assets

Automobiles and other personal property

_____	\$	
_____	\$	
_____	\$	

Total Assets \$ _____

Eric Roe
Print Name


Signature 2/9/23
Date

**OUTDOOR COMMUNITY EVENT
STATEMENT OF LIABILITIES**

As of 9/30, 20 22

(Describe fully, indicate secured liabilities)

(If additional space is required, attached supporting pages or documents)

Current liabilities

Notes payable _____ \$ _____
Name, Bank and Branch

Due _____ How secured _____

Notes payable _____ \$ _____
Name, Bank and Branch

Due _____ How secured _____

Notes payable _____ \$ _____
Name, Bank and Branch

Due _____ How secured _____

Notes payable _____ \$ _____
Name, Bank and Branch

Due _____ How secured _____

Other notes payable (indicate name, address and how secured)

_____ \$ _____
_____ \$ _____

Accounts payable \$ 117,165
Liability for Federal Income Tax (delinquent) \$ _____
Provision for current year's Federal Income Tax \$ _____
Provisions for other current taxes \$ _____
Liability for other delinquent taxes..... \$ _____

Mortgages payable (List each mortgage separately, how secured, and monthly payments due thereon)
_____ \$ _____
_____ \$ _____

Other liabilities

<u>Accrued Expenses</u>	\$ <u>244,589</u>
<u>Other current</u>	\$ _____
<u>Advance Deposits, Advance Ticket Sales</u>	\$ <u>40,579</u>
<u>Safekeeping</u>	\$ _____
Total Liabilities	\$ <u>417,847</u>

Contingent liabilities (describe)

Eric Rog
Print Name


Signature

9/9/23
Date

OUTDOOR COMMUNITY EVENT
PERSONAL HISTORY

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

Name in full: ERIC ALAN ROE
First Middle Last

List ALL other names you have been known by: _____

Residence address: _____
Street City State Zip Code

Residence phone: _____ Business phone: 775-298-7821

Name of your present business or employer: CRYSTAL BAY CASINO

Business address: 14 ST BT 28 CRYSTAL BAY NV 89402
Street City State Zip Code

Type of business: CASINO/HOSPITALITY Position: GENERAL MANAGER

How long engaged in this business: 14 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
7/2002 - 7/2007	VHVA	
<u>7/2007 - Present</u>	<u>INCLINE VILLAGE</u>	<u>NV</u>

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.

ERIC ROE
Printed name of applicant

[Signature]
Signature of applicant

2/7/23
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

NONE

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

QUICKSPACE

820 MARIETTA WAY SPARKS NV 89431

**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 14 STATE ST 28 CRISTAL BAY the 7th day of February, 2023.

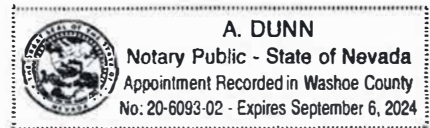
ERIC ROE
Printed name of applicant

[Signature]
Signature of applicant

Subscribed and sworn to before me this 7th day of February, 2023

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

My commission expires: 09/06/2024



**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:

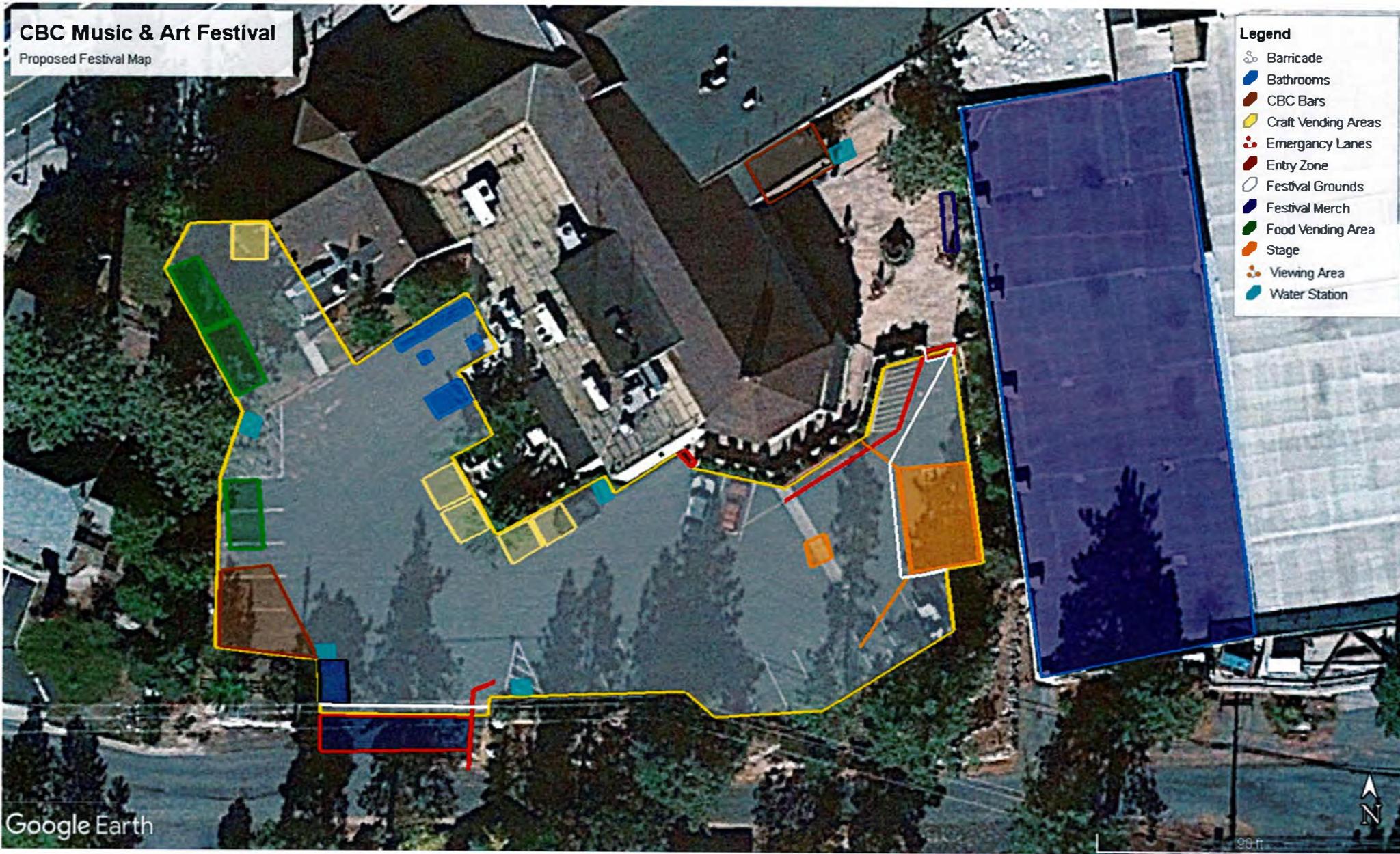
CBC FEST _____ 7/14 - 7/15 - 7/16/2023 _____
Name of Event Date(s) of Event

Eric Roe _____ [Signature] _____
Applicant's name (printed) Applicant's signature

Date: 2/2/23 _____

CBC Music & Art Festival

Proposed Festival Map



- Legend**
- Barricade
 - Bathrooms
 - CBC Bars
 - Craft Vending Areas
 - Emergency Lanes
 - Entry Zone
 - Festival Grounds
 - Festival Merch
 - Food Vending Area
 - Stage
 - Viewing Area
 - Water Station

Google Earth

99 ft



GAMBLER'S RUN MUSIC FESTIVAL JULY 14 – 16 2023

Crystal Bay Casino will host Gambler's Run Music Festival July 14-16, 2023, providing live entertainment for North Tahoe locals and tourists. The outdoor venue will have food and drink provided by Crystal Bay Casino as well as two additional food trucks located on the west end of the grounds. Additionally, there will be five craft vending booths located in this same area. The outdoor grounds will open at noon for food/drink and crafts, with live music starting at 2pm each day. The temporary stage will be provided and built by Crux Events out of Verdi NV. The stage will be located on the east side of the grounds, backing up to the parking garage. We will have a hard curfew of 8pm for music in the outdoor venue. Festival grounds will be cleared of guests immediately following the end of live music, with after parties in the Crystal Bay Casino's Crown Room beginning at 9pm to assist with encouraging the festival grounds to be vacated promptly. Crystal Bay Casino and outsourced housekeeping staff will clean the grounds each night.

Live Entertainment Schedule

Fri. July 14th

Crown Room (Crystal Bay Casino's indoor venue)

- Paper Idol - 1-2pm
- Kanekoa -2:30-3:30pm
- The Waydown Wanderers-4-5pm
- Shovels & Rope -5:30-6:30pm

Gambler's Run Music Festival (outdoor stage)

- Two Runner -2-3pm
- Goodnight Texas- 3:30-4:30
- Dogs in a Pile -5-6pm
- Pigeons Playing Ping Pong- 6:30-8pm

Sat. July 15th

Crown Room (Crystal Bay Casino's indoor venue)

- Pipedown -1-2pm
- Moon Tricks - 2:30-3:30pm
- The Magic Beans- 4-5pm
- Sunsquabi - 5:30-6:30

Gambler's Run Music Festival (outdoor stage)

- Kanekoa- 2-3pm



- Dustbowl Revival- 3:30-4:30pm
- Moon Hooch- 5-6pm
- Pigeons Playing Ping Pong- 6:30-8pm

Sun. July 16th

Crown Room (Crystal Bay Casino's indoor venue)

- Jenni & Jesse Dunn -1-2pm
- Dustbowl Revival- 2:30-3:30pm
- Con Brio - 4-5pm
- Big Sam's Funky Nation

Gambler's Run Music Festival (outdoor stage)

- The Higgs -2-3pm
- Hot Buttered Rum- 3:30-4:30pm
- The Lil Smokies -5-6pm
- Pigeons Playing Ping Pong- 6:30-8pm



**CRYSTAL BAY CASINO MUSIC FESTIVAL
July 14th – 16th 2023**

SECURITY/EMERGENCY PLAN

Central Command Center

Festival administrators will communicate with officials, crew members, attendees, and outside agencies via 2-way radios, cell phones, internet communications and PA. There are two festival dispatch centers on site: Security Dispatch (festival grounds) and Surveillance Dispatch (main property). Washoe County Sheriff and North Lake Tahoe Fire Protection District vehicles will have designated parking space next to the festival's Security Dispatch center located in SW corner of the grounds. All emergency response agencies will be provided or have access to Festival 2-way radios to bridge communications. The Security Dispatch center will be equipped with phones, radios, spare batteries, power, lights, computers, maps, site plans, and pertinent contact lists.

Festival Dispatch & Emergency Communications

Surveillance Dispatch monitors the Festival's emergency channel and coordinates the response of emergency personnel including Event Security, Police, Fire, and Medical.

Emergency Contact and Radio Channel Assignments

RADIO COMMUNICATIONS	
DEPARTMENT	CH #
SECURITY	1
ADMIN	2
EMERGENCY	3
HOUSEKEEPING	4
ENGINEERING	5
PHONE COMMUNICATIONS	
EMERGENCY	911
WCSO NON-EMERGENCY	775.785.9276
ERIC ROE GM	517.404.3937
SAM SHEAR PRODUCTION	224.345.1137
RAZVAN DICU SECURITY MGR	775.843.6305



**CRYSTAL BAY CASINO MUSIC FESTIVAL
July 14th – 16th 2023**

Medical Response, Facilities, and Personnel

North Lake Tahoe Fire Protection District (NLTFPD) is the festival's emergency medical service provider, a station located adjacent to the festival grounds. There will be one first aid tent with designated parking for NLTFPD vehicles. The Security Dispatch center will house all non-emergent medical supplies as well as AED. There will be a minimum of one Security personnel trained/certified in CPR/AED stationed at the Security Dispatch center, with a minimum of three other trained/certified patrolling the grounds.

Security, safety, and administrative staff members will be located throughout all Festival areas and are the first to identify medical situations. Staff members identify a situation and will radio for response. Medical situations will be called in to Security Dispatch using the Emergency channel with the closest security team being deployed to confirm their authenticity and NLTFPD called in if the scene requires. Response may entail the security team bringing the patient to Security Dispatch, meeting NLTFPD at an intercept point, or in severe medical situations, NLTFPD may be dispatched directly to the patient. Five Security teams will patrol the event areas on foot. When Security dispatch receives a radio call from staff, they will deploy resources appropriate to the call: Security, Medical, Police, Fire, operations, or a combination of the above.

Fire Safety and Control. See Attachment A.

The festival is split into vending and a general assembly (GA) "Venue" area. The GA Venue is the center region of the site that contains the main concert area with vending located on the north and west ends of the grounds. Security, safety and administrative staff members patrolling the event areas will conduct fire watch throughout their patrols. Fire situations will be called in to Security Dispatch using the Emergency channel with the closest security team being deployed (with fire extinguisher) to confirm their authenticity and NLTFPD called in if the scene requires. All vendors, Security Dispatch center and stage areas are equipped with fire extinguishers.

Portable Fire Extinguishers:

1. Portable fire extinguishers provided by the event shall be of the multipurpose dry chemical type or equivalent.
2. Fire extinguishers shall have a minimum safety rating of 2-A:20-B:C
3. Fire extinguishers shall be maintained in a fully charged and operable condition and shall be kept in their designated places at all times when they are not being used.
4. Fire extinguishers shall be conspicuously located where they are readily accessible and immediately available in the event of fire.
5. Fire extinguishers shall be located along normal paths of travel, including exits from areas.

Crystal Bay Casino Music Festival 7/14 – 7/16/23



**CRYSTAL BAY CASINO MUSIC FESTIVAL
July 14th – 16th 2023**

6. Fire extinguishers shall not be obstructed or obscured from view.
7. Fire extinguishers' operating instructions shall be located on the front of the extinguisher and shall be clearly visible.

Location Identifiers

Signs, approximately 4' high, will be hung identifying Emergency Exits, Security/Medical booth, vendor locations and restrooms. Each of these locations will be marked on the Event Map posted at entry and throughout the grounds.

Incident Management, Emergency Situations, Evacuation

In the event of a natural disaster or manmade occurrence that mandates the mobilization of attendees & staff, or the evacuation of the site, several steps will be taken to ensure the safety of all persons in attendance. Festival staff and emergency personnel will defer authority to WCSO and/or NLTFPD if warranted and depending on the situation.

In the event that an Emergency Evacuation or Emergency Safe Haven Plan needs to be implemented, the following actions will be taken to facilitate the rapid, safe and orderly mobilization of people, vehicles, and equipment.

Determination and Notification of Implementation: DPD/VSD and/or DFD/VFD shall determine that evacuation is necessary and notify the Event's Emergency Manager. The City's Incident Commander initiates emergency action and takes over Central Command:

1. Emergency channel #3 becomes the central command communications channel.
2. The Security Manager, takes over the Emergency Dispatch channel.
3. The Security Manager notifies Admin, Production Manager and Operations Manager. If there is time, these departments are requested to come to Security Dispatch center. If no time, they are directed to turn to Emergency channel #3 and await instruction.
4. The Assistant Security Manager radios every other channel and advises all Department Heads that we are in an emergency and to switch to Emergency channel #3 to await instruction.
5. The Security Manager gives instructions to all Department Heads via Emergency channel #3. Department heads then instruct their team to remain on their channel for further instruction. Department Head checks back with Security Dispatch for further instruction, and goes back to his/her channel when released by dispatch.
6. Attendees: Announcements will be made from the Main Stage using the Public Address System throughout the festival area. Security, safety and



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administrative staff members will be responsible for directing attendees to emergency egresses and for maintaining order.

Emergency Egress

- ◆ Upon implementation of an Emergency Evacuation, all site egresses will be accessible for exit, in addition to the emergency exit located on the south side of grounds exiting on to Cala Neva Way. All emergency egresses will be clearly marked with signage during Hours of Operation and shown on the Site Map.

Place of Refuge:

- ◆ In severe weather situations that only require a temporary place of refuge, guests are advised to go inside Crystal Bay Club Casino. Elderly, handicapped, and other special need attendees may be temporarily sheltered in The Border House. Non-essential staff may take refuge in Crystal Bay Club Casino loading area (door located next to restrooms).

Miscellaneous:

- ◆ Weather monitoring: The National Weather Service will be monitored for relevant weather warnings, watches, bulletins and/or other relevant information continuously throughout the Event.
- ◆ Notification of Public Safety Agencies: Upon implementation of the Emergency Evacuation Plan, the Security Manager notifies all appropriate agencies to be activated.
- ◆ Staff Deployment: Upon implementation of the Emergency Evacuation Plan, all Event Staff on duty, but not otherwise assigned to specific evacuation operations will be available to provide information and assistance to evacuees.
- ◆ On Call and Off Duty Staff: Upon implementation of the Emergency Evacuation Plan, any on-call Event Staff will immediately be brought on duty. In addition, any off-duty Event Staff members who can feasibly be brought on duty to assist with evacuation will be activated.

Adverse Weather Conditions

In the event of severe weather, the following steps will be taken to ensure the safety of the public:

Heat:

In the event of high heat, guests will be reminded by use of the PA to stay hydrated and seek shade. Water stations will be present in the vending areas.

High Winds:

With winds in excess of 40 miles per hour, the performance will be

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temporarily halted. When it is safe to do so, the performance will resume. Implement place of refuge procedures if necessary.

Rain/Lightning:

In the event of heavy rain or a severe electrical storm, power to the stage and PA system will be shut down until such time as it is safe to restart. Guests and staff will be directed to a place of refuge as stated in this plan.



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WATER SUPPLY/SANITATION/RUBBISH REMOVAL PLAN

Water Supply

Water supply will come from Crystal Bay Casino, with five potable water stations located throughout the festival grounds.

Sanitation

Potable restroom and handwashing facilities will be provided by Quick Space based out of Sparks. There will be fifteen standard restrooms in addition to two ADA restrooms located in the northwest section of the festival grounds. There will be ten double sided handwash stations located in the same area. All restrooms and handwashing stations to be serviced daily by Quick Space. Festival guests and staff will have access to the restroom facilities inside Crystal Bay Casino as well.

Rubbish Removal

Cleanup will be handled by event staff, with staff on patrol throughout the festival. All rubbish will be disposed of and placed in the dumpsters located at Crystal Bay Casino in the northwest section of the festival grounds. Crystal Bay Casino will rely on our currently existing contract with Waste Management for rubbish removal, with an extra pickup scheduled for 7/17/2023.



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TRAFFIC CONTROL/PARKING PLAN

Parking

Parking for event guests will be accessible in our existing parking garage with 300 parking spaces available. Additional overflow parking will be available at our neighboring property located one block southwest of the festival grounds. There will be entry/exit points on both Hwy 28 and Cala Neva Way.

Traffic Control

There will be one traffic control/parking attendant located at the Cala Neva Way entrance and a minimum of one attendant present at the Hwy 28 entrance/exit for the duration of the event. Additional attendants may be necessary during high traffic times and will deploy as necessary.