

# **2019 Incline Fest**

## **Hosted by the Cornerstone Community Church**

**October 5<sup>th</sup> 2019**

### **Introduction**

Cornerstone Community Church will be hosting the first annual Incline Fest, a free community event, in Incline Village. The purpose of the event is to celebrate community through fellowship, food and fun.

### **Event Overview**

On October 5, 2019 the Cornerstone Community Church parking lot will be transformed into a playground for all, welcoming folks to participate in kids fun area, food, music, and activities for all.

Date of the Event: Saturday October 5, 2019

Time of Event: 11:00am – 3:00pm

Location of Event: Cornerstone Community Church  
300 Country Club Drive  
Incline Village, NV 89451

Fees: Free and open to the public

Projected Attendance: 200

### **Cornerstone Community Volunteer Assignments and Numbers**

Cornerstone Community Church Volunteers will be identified by nametags. All volunteers are members of Cornerstone Community Church and have completed a background check. Volunteer background check information is available upon request.

- Setup Team: 10-15
- Greeters: 5
- F & B Team: 3-5
- Luncheon Cleanup: 5
- Security: 3-5
- Kids Area: 5-8

- Music: 2-3
- Extra: 5-8

### **PARKING, REGISTRATION AND EVENT SITEMAPS**

**Parking and Traffic:** Standard traffic flow pertains. For those who are driving to Cornerstone limited street parking on Country Club Drive, Ski Way and Highway 28 is available.

**RSVPs, Ingress and Egress:** RSVP's will be required via pre-registration, however, if attendees show up on day of event without registration, they will be granted access (registration is to help gauge the event attendance and food). There is no fee required to register.

- There is one entrance point to the event. Upon entrance guests will be wrist banded and allowed to enter. The entrance point will be open at all times and staffed with volunteers during the entire event.
- There are two formal exit points one of which is also the entrance. First is by Country Club Drive and the second is by Tahoe Blvd (Hwy 28).
- List all activities:
  - Bounce Houses: Bouncing Around 204 Oasis Dr. Sparks NV, 89441 PH: 775-425-5867
  - DJ Aslan: Stefan Rosellini 805-328-7070
  - Food: Tri Tip by Robert Silva and Tony Slavin
  - Kids Arts and Crafts

Please see for detailed map of the Cornerstone Property.

### **SECURITY AND SAFETY**

**Fire Extinguishers:** One will be available when cooking and one ABC Fire Extinguisher approved by the NLTFPD, will be available at the event. Both located inside church premises.

**Security, Communication, Medical Aid and Emergency Evacuation:** The entrance will be staffed during the event. Cornerstone Community Church Board Members, volunteers and security team will have cell phones to access emergency first responders with them

at all times. All volunteers and security personnel will have name badges to be recognized.

**Medical Aid:** An AED is located inside the church as well as first aid kits. We will also have one readily available outside during the event. We will have at least 1 to 2 CPR trained staff or volunteers present during the event. Volunteers will be instructed to call 911 in the event of a Medical Emergency.

**Emergency Evacuation:** In the days leading up to the event the weather will be monitored through NOAA. Should extreme weather be imminent, the decision for event cancellation will be made 24 hours in advance. In the event of an unexpected storm, or emergency event participants will be directed to shelter in place in the Cornerstone Community Church building (total occupancy 460 in lobby).

**Restrooms:** Seven women's and seven men's stall are available. Three of each are ADA compliant. We will most likely have port-o-potties outside.

### **HEALTH PERMIT AND INSURANCE**

**Food Handling:** We will be serving smoked tri-tip sandwiches (cooked at the event and stored the previous nights in church kitchen refrigerator) along with chips, soft drinks, water, and cookies. We will have ice for the cold drinks and stored in ice chests.

**Health:** Cornerstone Community Church applied and paid for a food permit on 8/28/2019. A copy of the application is included.

**Insurance Rider:** A copy of the Certificate of Insurance (special events insurance rider in the amount of \$1,000,000) naming Washoe County and NLTFPD additionally insured is included.

## Parking Sitemaps



- 1. Parking along Country Club Drive and Ski Way**
- 2. Parking along Tahoe Blvd (Hwy 28)**



# Event Sitemap



1. Kids attractions (bounces houses, dunk tank, arts and crafts).
2. Entrance and exits
3. First aid stations, AED
4. Food station – cooking, serving, and seating.
5. Port-o-potties.
6. DJ/Music
7. First responders' station (fire truck for kids to see, police officers)
8. Games for adults and kids.
9. Art Area

# **OUTDOOR COMMUNITY EVENT LICENSE APPLICATION**

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

**(775) 328-3733**

**[www.washoecounty.us](http://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 LICENSE/PERMIT

## Materials required for submittal

\_\_\_\_\_ Fees – check(s) made payable to "Washoe County"

### Application fee

\_\_\_\_\_ \$50 non-refundable application fee

### Daily fee(s)

\$350 daily fee plus appropriate booth fees

*Carnival, circus or tent show fees*

\_\_\_\_\_ \$300 daily fee (maximum of \$4200) plus appropriate booth fees

\_\_\_\_\_ Three packets and one electronic pdf file (memory stick or DVD). Each packet shall include the completed application and event plan. The event plan must include:

\_\_\_\_\_ Site plan showing the arrangement of all facilities; including ingress, egress, parking and camping; and,

Detailed explanations for:

\_\_\_\_\_ Security and fire protection

\_\_\_\_\_ Water supply and facilities

\_\_\_\_\_ Sanitation facilities

\_\_\_\_\_ Medical facilities and services

\_\_\_\_\_ Vehicle parking spaces

\_\_\_\_\_ Vehicle access and on-site traffic control

\_\_\_\_\_ Communication system

\_\_\_\_\_ Illuminating the premises (if applicable)

\_\_\_\_\_ Camping (if applicable)

\_\_\_\_\_ Cleanup and rubbish removal plan and cost estimates to return the event site to its pre-event condition

\_\_\_\_\_ Certified copies of articles of incorporation filed in Nevada (if applicable)

\_\_\_\_\_ Copy of partnership papers (if applicable)

\_\_\_\_\_ Insurer Information and copy of insurance policy specific to event (copy must be furnished prior to the issuance of the license)

## **Submission Materials (continued)**

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

# OUTDOOR COMMUNITY EVENT APPLICATION

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

Application date: 8/20/19

## Applicant Information

Applicant's name: U. Nolan Umana  
Mailing address: 646 Village Blvd #11 Incline Village NV 89451  
Street or PO Box City State Zip code  
Phone: 416-718-1565 (Business) 775-298-7757 (Home) \_\_\_\_\_ (Cell)  
Email: \_\_\_\_\_

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
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## Event Information

Name of Event: Incline Fest  
Date(s) of Event: 10-5-2019 Hours of operation: 11am - 3pm  
Location of Event: Cornerstone Community Church 300 Contry Club Drive Incline Village NV 89451  
Assessor Parcel Number(s): \_\_\_\_\_  
Description of Event: Free community event with music, food, bounce houses and more.

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

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

If yes, amount and type of fee(s): \_\_\_\_\_

When will fee be collected?  Pre-sales  At entrance

Approximate number of participants and other persons: 200-300

Approximate number of customers and spectators: \_\_\_\_\_

Approximate maximum number of persons on any one day of the event: 200-300

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  
AFFIDAVIT OF PROPERTY OWNERSHIP  
and/or PERMISSION TO CONDUCT EVENT**

STATE OF NEVADA            )  
  ) ss:  
COUNTY OF WASHOE        )

I, JAMES A. SLAVIN being duly sworn, depose, and say that I am an owner\* of property involved in this outdoor community event and I do hereby:

(check appropriate box)

Affirm that I am an applicant for the below named proposed outdoor community event and also own the property or properties on which the event will be conducted

OR

Affirm that I give permission to the applicants for the below named proposed outdoor community event to conduct the event on the following property or properties which I own:

Assessor Parcel Number(s): 300 Country Club Dr, Incline Village, NV 89451

Proposed Outdoor Community Event: InclineFEST

Signed James A. Slavin

Subscribed and sworn to before me this 29<sup>th</sup> day of August, 2019

Michael O'Neill  
Notary Public in and for said county and state

My commission expires: 10/10/2020



\*Owner refers to the following. Please mark the appropriate box.

- OWNER/JOINT OWNER
- CORPORATE OFFICER/PARTNER
- POWER OF ATTORNEY (Provide copy of Power of Attorney)
- AGENT (Notarized letter from property owner giving legal authority to agent)
- LETTER FROM GOVERNMENT AGENCY WITH STEWARDSHIP



**OUTDOOR COMMUNITY EVENT  
STATEMENT OF ASSETS**

As of August 21, 2019  
 (Describe fully and indicate assets pledged)  
 (If additional space is required, attached supporting pages or documents)

**Current Assets**

Cash on hand _____	\$ <u>577,021.22</u>
Cash in safe deposit box _____ Location of Box _____	\$ _____
Cash in _____ Name, Bank and Branch _____	\$ _____
Cash in _____ Name, Bank and Branch _____	\$ _____
Accounts and notes receivable (describe nature of receivable and when due) _____ _____	\$ <u>0</u>
Other current assets <u>Credit card receivable</u>	\$ <u>-210.00</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>Building</u> <u>7570 Building cost</u> <u>land</u>	\$ <u>3,000,000</u> \$ <u>4,219,498.34</u> \$ <u>2,000,200.00</u>
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**Other assets**

Automobiles and other personal property <u>Equipment</u>	\$ <u>142,326.75</u>
_____	\$ _____
_____	\$ _____

**Total Assets** ..... \$ 9,988,836.31

U. Nolan Umara  
Print Name

[Signature]  
Signature

8-28-19  
Date

**OUTDOOR COMMUNITY EVENT  
STATEMENT OF LIABILITIES**

As of August 21, 2019  
 (Describe fully, indicate secured liabilities)  
 (If additional space is required, attached supporting pages or documents)

**Current liabilities**

Notes payable 20000 Accounts Payable \$ 3,011.69  
 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 ..... \$ \_\_\_\_\_  
 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  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_

**Total Liabilities** ..... \$ 3,011.69

Contingent liabilities (describe)  
 \_\_\_\_\_  
 \_\_\_\_\_

U. Nolan Umana  
 Print Name

[Signature] 8-28-19  
 Signature Date

**OUTDOOR COMMUNITY EVENT  
PERSONAL HISTORY**

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

Name in full: Umberto Nolan Shelton Umara  
First Middle Last

List ALL other names you have been known by: Nolan

Residence address: [REDACTED]  
Street City State Zip Code

Residence phone: 916-718-1565 Business phone: \_\_\_\_\_

Name of your present business or employer: BSM Consulting

Business address: 813 Incline Way Incline Village NV 89451  
Street City State Zip Code

Type of business: Consulting Position: Senior Financial Analyst

How long engaged in this business: 1 year

Date of birth: [REDACTED] Age: 30 Place of birth: Reno NV

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

Dates From and To	City	State
<u>October 2014 - August 2018</u>	<u>Orange County / Lake Forest</u>	<u>CA</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.

U. Nolan Umara  
Printed name of applicant

[Signature]  
Signature of applicant

8-20-19  
Date



**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 300 country club Dr on the 29 day of Aug, 20 19.

JAMES A. SLAVIN

Printed name of applicant

[Signature]

Signature of applicant

Subscribed and sworn to before me this 29 day of August, 2019

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

My commission expires: 10/10/2020



**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 300 Country Club on the 29<sup>th</sup> day of August, 2019.

W. Nolan Umans  
Printed name of applicant

[Signature]  
Signature of applicant

Subscribed and sworn to before me this 29 day of August, 2019

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

My commission expires: 10/10/2020

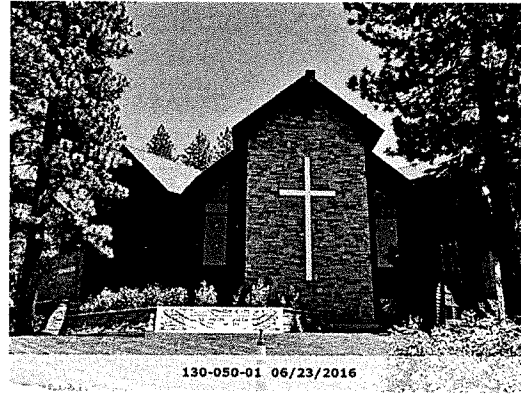
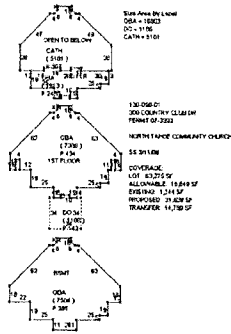




Home » Assessor » Real Property Assessment Data

Our Property Search system is in the process of being upgraded. The data available was last updated on August 16th, 2019. If you need to see updates that are not available in our online search, you can contact our office at 775.328.2277 or email [exemptions@washoecounty.us](mailto:exemptions@washoecounty.us).

WASHOE COUNTY ASSESSOR PROPERTY DATA										08/29/2019							
APN: 130-050-01 Card 1 of 1																	
<b>Owner Information &amp; Legal Description</b>						<b>Building Information</b>											
Situs		300 COUNTRY CLUB DR, WASHOE COUNTY 89451				Quality Avg		C30 Abv		Occupancy Church							
Owner 1		LIFEPOINT CHURCH OF INCLINE VILLAGE				Stories		1.00		Square Feet 16,803							
Mail Address		300 COUNTRY CLUB DR ATTN MATTHEW CAMPBELL INCLINE VILLAGE NV 89451				Year Built		2008		Square Feet does not include Basement or Garage Conversion Area.							
Rec Doc No		3861648		Rec Date		03/19/2010		W.A.Y.		2011							
Prior Owner		NORTH TAHOE COMMUNITY CHURCH,				Bedrooms		0		Finished Bsmt 0							
Prior Doc		3795352				Full Baths		0		Unfin Bsmt 0							
Keyline Desc		PM 851 LT 1				Half Baths		0		Bsmt Type							
Subdivision		_UNSPECIFIED				Fixtures				Gar Conv Sq Foot 0							
Lot: 1		Block:		Sub Map#		Fireplaces		0		Total Gar Area 0							
Record of Survey Map:		Parcel Map#		851		Heat Type		HOT WATR RAD		Det Garage 0							
Section:		Township: 16		SPC		Sec Heat Type				Bsmt Gar Door 0							
Range: 18		081				Ext Walls		STUD-HRDBD		Sub Floor							
Tax Dist		5200 Add'l Tax Info		Prior APN		Sec Ext Walls		STUD-ASHLAR		Frame WD/STL FRAME							
Tax Cap Status		Use does not qualify for Low Cap, High Cap Applied				Roof Cover				Construction Mod 0							
						Obso/Bldg Adj		0		Units/Bldg 0							
						% Complete		100 %		Units/Parcel 0							
<b>Land Information</b>																	
Land Use		400		Zoning		PSP		Sewer Municipal		NBC TAEQ							
Size		63,275 SqFt or ~ 1.453 Acre		Water		Muni		Street Paved		NBC Map NBC Map Index							
<b>Valuation Information</b>						<b>Sales/Transfer Information/Recorded Document</b>											
Valuation History		2018/19 FV		2019/20 FV		V-Code		DOR		Doc Date		Value/Sale Price		Grantor		G	
Taxable Land Value		355,160		355,160		3BO		400		03-19-2010		1,328,472		NORTH TAHOE COMMUNITY CHURCH,		LIFEPOINT CHUR	
Taxable Improvement Value		3,882,296		4,010,511		3BGG		400		08-25-2009		0		FIRST BAPTIST CHURCH INC VLG,		NORTH TAHOE C	
						3B				12-24-1990		400,000				FIRST BAPTIST CI	
										04-01-1980		200,000					
Taxable Total		4,237,456		4,365,671													
Assessed Land Value		124,306		124,306													
Assessed Improvement Value		1,358,804		1,403,679													
Total Assessed		1,483,110		1,527,985													
Building #1 Sketch						Property Photo											



If the property sketch is not available on-line you can obtain a copy by calling (775) 328-2277 or send an email to [exemptions@washoecounty.us](mailto:exemptions@washoecounty.us) with 'Sketch Request' in the subject line. Please include the APN.

All parcel data on this page is for use by the Washoe County Assessor for assessment purposes only. Zoning information should be verified with the appropriate planning agency. Summary data may not be a complete representation of the parcel. All Parcels are reappraised each year. This is a true and accurate copy of the records of the Washoe County Assessor's Office as of 08-16-2019.





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

**EXTRACT FROM WASHOE COUNTY CODE CHAPTER 25**

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

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

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

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

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

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

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

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

[§4, Ord. No. 1099; A. Ord. No. 1138]

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

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

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

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

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

[§6, Ord. No. 1099]

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

[§7, Ord. No. 1099]

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

1. Unless authorized to do so by Washoe County, conduct, operate, participate in, or provide supplies or services to an event for which a license is required under section 25.265 for which a license has not been issued, or to continue to conduct, operate, participate in, or provide supplies or services to such an event for which a license has been suspended or revoked.
2. Except for advance ticket sales by mail or similar means, to sell tickets or admit persons to an event for which a license is required under section 25.265 for which a license has not been issued, or to continue to sell tickets or admit persons to such an event for which a license has been suspended or revoked.
3. Operate, conduct, or carry on an event for which a license is required under section 25.265 in such a manner as to create a nuisance.
4. Allow any person on the premises of an event for which a license has been issued under section 25.283 to cause or create a disturbance in, around or near any place of the event by offensive or disorderly conduct.
5. Knowingly allow any person to sell, consume or be in possession of intoxicating liquor while in a place of an event for which a license has been issued under section 25.283, except where such sale, consumption or possession is expressly authorized under chapters 25 and 30 and the laws of the State of Nevada.
6. Knowingly allow any person in, around, or near an event for which a license has been issued under section 25.283 to use, sell, or be in possession of any controlled substance or dangerous drug.  
[§8, Ord. No. 1099]

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

1. The provisions of this section and the provisions of sections 25.010 to 25.445, inclusive, apply to an application for a license to hold an outdoor community event.
2. No outdoor community event shall be held or conducted unless the sponsor has first obtained a business license pursuant to this section. An outdoor community event with more than 300 and less than 1000 persons on any one (1) day of the event shall also obtain an administrative permit pursuant to section 110.310.20.
3. Application for a license to conduct an outdoor community event shall be made to the license division on forms designated by the license division and shall be accompanied by a nonrefundable application fee of \$50 and any other business license fees as set forth in this chapter, which may be refunded in accordance with this chapter if the application is denied or withdrawn. The application shall require the same information required under section 25.273. For those events requiring an administrative permit pursuant to section 2, the license application shall suffice for the administrative permit application and no additional fees are required for filing the administrative permit application.
4. The director of community development or the board of adjustment shall approve or deny the application. Grounds for denial are the same as those set forth in section 25.281 and notice thereof shall be made in accordance with section 25.279. Approval may include the imposition by the license division of any condition set forth in sections 25.289 to 25.305, inclusive.
5. The license may be suspended or revoked in the manner provided in section 25.287.
6. The acts declared unlawful in section 25.271 shall also be unlawful if done during or in conjunction with an outdoor community event.  
[§165, Ord. No. 1138]

25.273 Application and fee.

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

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

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

2. The application shall contain:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

[§9, Ord. No. 1099; A. Ord. No. 1138]

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

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

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

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

[§10, Ord. No. 1099]

25.276 Investigation.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- (a) Involving the presentation, exhibition or performance of an obscene production, motion picture or place, or of selling obscene matter;
- (b) Involving lewd conduct;
- (c) Involving the use of force and violence upon the person of another;
- (d) Involving misconduct with children; or
- (e) Involving illegal use of controlled substances or dangerous drugs.

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

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

25.283 Issuance of license, posting, fee.

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

- (a) Include executed contracts or agreements with all providers of required services and facilities, or other evidence approved by the director of community development;
- (b) Where the sheriff, district health officer, director of community development, fire chief, or other officer has determined the condition, include the written approval or acknowledgement of that person; and
- (c) Be received by the license division at least 5 working days prior to commencement of the event.

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

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

[§14, Ord. No. 1099]

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

- 1. The licensee fails to pay to the license division any of the fees or deposits required under sections 25.263 to 25.305, inclusive.
- 2. The licensee, his employee or agent fails to fulfill any of the conditions of approval or to maintain required facilities pursuant to sections 25.263 to 25.305, inclusive, or to comply with any provision of any contract for police protection or other services.
- 3. The licensee allows the event to be conducted in a manner that violates any law or regulation established by Washoe County or the State of Nevada.
- 4. The licensee allows the festival to be conducted in a disorderly manner or knowingly allows any person to remain on the premises of the event while under the influence of intoxicating liquor or any controlled substance or dangerous drug.

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

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

[§15, Ord. No. 1099]

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

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

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

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

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

(a) The causes for revocation are set forth in 25.285; and

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

25.289 Licensing conditions: Generally.

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

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

3. The licensee must meet conditions imposed under this section at the licensee's expense. [§17, Ord. No. 1099; A. Ord. No. 1138]

25.291 Licensing conditions: Police protection. A licensee must employ sheriff's deputies or other police protection, to include private security firms or agencies, as necessary for the public health, safety, and welfare. The sheriff shall determine the numbers and types of officers or security personnel necessary to preserve order and protect persons and property in and around the place of the festival. [§18, Ord. No. 1099]

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

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

(a) An ample supply of potable water for drinking and sanitation purposes;

(b) A minimum supply of water meeting federal government standards;

(c) Except as provided in subsection 3 of this section, flush-type water closets, lavatories and drinking facilities, and related sewage and drainage systems;

(d) Food concessions or facilities to feed adequately the number of persons expected to attend, considering the event's location, expected attendance, access to and capacity of existing facilities, and distance from public eating places or like establishments;

(e) Sanitation facilities for the sole use of employees of the food concessions or operations;

(f) Trash receptacles;

(g) Removal of trash and refuse;

(h) Emergency medical treatment facilities; doctors, nurses, and other aides needed to staff such facilities; and medical supplies, drugs, ambulances and other equipment, considering the expected attendance, expected ages of attendees, duration of planned events, possibility of exposure to inclement weather and outdoor elements, and availability of other facilities; and

(i) Traffic lanes and other adequate space designated and kept open for access and travel of ambulances, helicopters, and other emergency vehicles to transport patients or staff to appropriate treatment facilities.

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

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



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

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

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

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

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

[§20, Ord. No. 1099]

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

[§21, Ord. No. 1099]

25.299 Licensing conditions: Fire protection.

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

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

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

[§22, Ord. No. 1099]

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

[§23, Ord. No. 1099]

25.303 Licensing conditions: Indemnification and insurance.

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



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

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

[§24, Ord. No. 1099]

25.305 Licensing conditions: Performance security.

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

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

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

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

[§25, Ord. No. 1099; A Ord. No. 1275]

## EXTRACT FROM WASHOE COUNTY CODE CHAPTER 110

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

(a) through (c) omitted

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

(e) through (o) omitted

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

Fee Paid \_\_\_\_\_  
Late Fee Paid \_\_\_\_\_  
Date Paid \_\_\_\_\_  
Cash/CC/Check \_\_\_\_\_  
Receipt No. \_\_\_\_\_  
Permit # \_\_\_\_\_

**APPLICATION FOR TEMPORARY FOOD PERMIT**

**PAYMENT AND APPLICATION MUST BE SUBMITTED NO LESS THAN 7 BUSINESS DAYS (Monday-Friday) PRIOR TO START OF EVENT IN ORDER TO AVOID A LATE FEE EQUAL TO THE PERMIT FEE (not to exceed \$100)**

1. Event: Incline Fest Event Location: Cornerstone Community Church  
2. Date(s) of Event - Start: 10/5/2019 End: 10/5/2019 Start Time: 11AM End Time: 3PM (for weekly/non-consecutive events, list dates below)

List up to 14 dates of recurring, non-consecutive events (e.g., Farmer's Markets, weekly events)							
Date #1:		Date #5:		Date #9:		Date #13:	
Date #2:		Date #6:		Date #10:		Date #14:	
Date #3:		Date #7:		Date #11:			
Date #4:		Date #8:		Date #12:			

3. Business Name / Foodservice Represented: Cornerstone Community Church  
4. Event Coordinator: Nolan Umana Coordinator #: (916) 718.1565  
5. Coordinator Address: 696 Village Blvd #11 City / State / Zip: Incline Village/NV/89451  
6. Applicant's Name: Nolan Umana Work #: ( ) 7752987757 Home #: ( )  
7. Applicant's Address: 696 Village Blvd #11 City / State / Zip: Incline Village/NV/89451  
8. Person(s) In Charge at Foodservice Site: Tony Slavin and Robert Silva Contact #: ( ) 7752198162  
9. E-mail Address of Person(s) In Charge: tony@cornerstonecommunitychurch.com  
10. Location of Advance Preparation: Cornerstone Community Church Time Prep Begins: 12AM Time Prep Ends: 12AM

11. List food item(s) to be served: ONLY food(s) listed below are allowed to be served at the event	OFF SITE PREP	ON SITE PREP	COOKING PROCEDURES	HOLDING Hot / Cold	SERVING Hot / Cold
<b>Tri-Tip</b>	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N		<input checked="" type="checkbox"/> H / <input type="checkbox"/> C	<input checked="" type="checkbox"/> H / <input type="checkbox"/> C
	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> H / <input type="checkbox"/> C	<input type="checkbox"/> H / <input type="checkbox"/> C
	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> H / <input type="checkbox"/> C	<input type="checkbox"/> H / <input type="checkbox"/> C
	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> H / <input type="checkbox"/> C	<input type="checkbox"/> H / <input type="checkbox"/> C
	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N		<input type="checkbox"/> H / <input type="checkbox"/> C	<input type="checkbox"/> H / <input type="checkbox"/> C

12. DESCRIBE: Cold Holding Equip: \_\_\_\_\_ Hot Cooking Equip: \_\_\_\_\_  
Hot Holding Equip: BBA Reheating Equip: \_\_\_\_\_  
13. How food will be transported to foodservice site: Vehicle  
Length of transportation time to event: 3-5 min. How food will be kept hot or cold: Cooking on site, use of refrigerators on site  
14. Stem type food thermometer or thermocouple available (0-220°F):  YES or  NO  
15. Source of drinkable (potable) water: Bottled Type of wastewater disposal:  SEWER or  HOLDING TANK  
16. Type of Handwashing Facilities: (choose one)  PLUMBED SINK or  GRAVITY FLOW CONTAINER  
(as a minimum-2 gallons water in an insulated container with a hands free spigot, a covered bucket for wastewater, pump soap container and paper towels are required)  
17. Utensil Washing:  PLUMBED 3-COMPARTMENT SINK or  ADEQUATE SUPPLY OF CLEAN UTENSILS FOR DAILY OPERATION  
18. Garbage Disposal:  COVERED CANS or  DUMPSTERS  
19. Restroom Facilities:  PORTABLE TOILETS or  INDOOR TOILETS

I hereby consent to inspection by the WASHOE COUNTY HEALTH DISTRICT and acknowledge that issuance and retention of this permit is contingent upon satisfactory compliance with local temporary foodservice requirements stated in SECTION 170 of the Regulations of THE WASHOE COUNTY DISTRICT BOARD OF HEALTH GOVERNING FOOD ESTABLISHMENTS.

APPLICANT'S SIGNATURE: [Signature] DATE: 8-28-19



# North Lake Tahoe Fire Protection District

866 Oriole Way  
Incline Village, NV 89451  
Phone: (775) 831-0351 Fax: (775) 831-2072

DATE STAMP:

## PROJECT SUBMITTAL APPLICATION

PROJECT NAME & ADDRESS: Incline Fest Cornerstone Community Church <sup>300 Country Club Drive Incline Village NV 89451</sup>

CHECK PROJECT TYPE(S):  Automatic Sprinkler  Fire Alarm  Extinguishing System

TRPA Pre-Review  Other (Specify Type) Community Event

PROJECT AREA (Sq Ft): \_\_\_\_\_ BUILDING USE: Parking Lot

OCCUPANCY TYPE: \_\_\_\_\_ CONSTRUCTION TYPE: \_\_\_\_\_

PROJECT VALUATION: \_\_\_\_\_ FEE PER NLTFPD 16-1 \_\_\_\_\_

Property Owner	OWNER:	<u>Cornerstone Community Church</u>	
	MAILING ADDRESS:	<u>300 Country Club Drive</u>	PHONE: <u>775-831-6626</u>
	CITY:	<u>Incline Village</u>	STATE: <u>NV</u> ZIP: <u>89451</u>
	EMAIL:	<u>Tony @ cornerstonecommunitychurch.net</u>	

Contractor	CONTRACTOR:	CONTRACTOR LIC.#	NV BUS. ID#:
	MAILING ADDRESS:	PHONE:	
	CITY:	STATE:	ZIP:
	EMAIL:		

Point Of Contact	APPLICANT:	<u>Nolan Umara</u>	
	MAILING ADDRESS:	<u>Lab Village Blvd #11</u>	PHONE: <u>916-718-1565</u>
	CITY:	<u>Incline Village</u>	STATE: <u>NV</u> ZIP: <u>89451</u>
	EMAIL:	<u>nolan.umara@gmail.com</u>	

By physically signing or electronically signing and submitting this application I acknowledge that all work will be performed in compliance with the codes and standards adopted by North Lake Tahoe Fire Protection District, Per Resolution 13-1,13-2 and 16-1. Furthermore, all work will be completed by contractors and/or employees licensed through either the Nevada State Fire Marshal Division and/or the Nevada State Contractors Board, as applicable by NAC 477.300 and NRS 624.020.

SIGNATURE: \_\_\_\_\_

\* The POC or Point of Contact is the sole individual tasked with corresponding or communicating with the NLTFPD. All communications from this office will be addressed to the POC.

### FOR OFFICIAL USE:

NLTFPD Permit #: \_\_\_\_\_ STAFF: \_\_\_\_\_ DATE: \_\_\_\_\_

AMOUNT REC'D: \_\_\_\_\_ NOTES: \_\_\_\_\_



**TABLE 1  
 FIRE & LIFE SAFETY FEE SCHEDULE**

FEE CODE	DESCRIPTION	FEE RATE
	<b>Building &amp; Construction</b>	
HRC	Hourly Rate for Plan Check or Inspection	\$87.00
PRF	Plan Review for Single Family Dwelling, Accessory Buildings, Commercial Buildings, Tenant Improvement and all other Permits requiring review	12% of the Calculated Washoe County Building Permit Fee
MPR	Master Plan (Commercial and all others)	20% of the Calculated Washoe County Building Permit Fee
MRR	Master Plan Repeat (with site)	12% of the Calculated Washoe County Building Permit Fee
LAC	Landscape/Access Commercial Plan Check Pre-TRPA	\$150.00
LAR	Landscape/Access Residential Plan Check Pre-TRPA	\$75.00
ARI	Additional Re-Inspection	\$174.00
DRC	Design Review/Consultation Meeting (1/2 hour minimum)	\$87.00 per Hour
INC	Investigation of Construction without Permit - Actual time spent for all activities until project is brought into compliance (1 hour minimum)	\$174.00 per Hour
OTI	Overtime on Inspection/Review (after normal office hours) (2 hour minimum)	\$174.00 per Hour
PRS	Re-Submittal Fee for 3rd Re-Submittal and each Subsequent Resubmittal	\$174.00
	<b>Miscellaneous Fees</b>	
PBP	Paint or Spray Booth Plan Check & Inspection	\$300.00
TRP	Tree Removal Permit Without A Building Permit	\$50.00
RVP	Yearly Required Vegetation Management Plan Inspection	\$50.00
HDP	Hood & Duct System Plan Check & Inspection (per systems)	\$250.00
RRI	Re-Siding Plan Check & Inspection	\$380.00
CAS	Clean Agent Suppression System Plan Check and Inspection (Halon, FM-200, Inergen) or equal (spray booth/industrial dry chemical systems)	\$320.00
UGS	Underground Fire Systems -- Plus Per Riser/Hydrant > 1 ___ x 1/4 Hour	\$250.00
CFR	Copy of Fire Report	\$25.00
EIR	Environmental Impact Report	\$87.00
OIN	Other Inspections Not Covered in Other -- Misc. (Actual Time billed in 30 minute increments with 30 minutes being the minimum)	\$87.00 per Hour
MME	Medical Marijuana Establishment Inspection (1 hour minimum)	\$87.00 per Hour
BOA	Nonrefundable Application for An Appeal	\$600.00
PHT	Private Hydrant Testing	\$25.00
CCP	Credit Card Processing Fee	5% of the total permit fee

NLTFPD Resolution 16-1  
 Adopted May 18, 2016  
 Effective July 1, 2016

FEE CODE	DESCRIPTION	FEE RATE
	<b>Sprinkler &amp; Fire Alarm Systems</b>	
SDP	Standpipe Plan Check & Inspection	\$400.00
SPA	NFPA 13 Sprinkler Plan Check & Inspection -- New 1 - 99 Heads Plus Number of Risers > 1 _____ x 1 Hour and Plus Number of Heads _____ X \$2.00 per Sprinkler Head Plus Floors >1 _____ X 1hour	\$800.00
SPB	NFPA 13 Sprinkler Plan Check & Inspection -- New 100 - 199 Heads Plus Number of Risers > 1 _____ x 1 Hour and Plus Number of Heads _____ X \$2.00 per Sprinkler Head Plus Floors >1 _____ X 1hour	\$1000.00
SPC	NFPA 13 Sprinkler Plan Check & Inspection -- New >199 Heads Plus Number of Risers > 1 _____ x 1 Hour and Plus Number of Heads _____ X \$2.00 per Sprinkler Head Plus Floors >1 _____ X 1hour	\$1200.00
SPR	NFPA 13R or NFPA 13D Sprinkler Plan Check & Inspection -- New 1 - 99 Heads Plus Number of Heads _____ X \$2.00 per Sprinkler Head	\$560.00
SPR1	NFPA 13R or NFPA 13D Sprinkler Plan Check & Inspection -- New > 99 Heads Plus Number of Heads _____ X \$2.00 per Sprinkler Head	\$660.00
SPT	Sprinkler Plan Check & Inspection -- Tenant Improvement 1-49 Heads Plus Number of Heads _____ X \$2.00 per Sprinkler Head	\$300.00
SPT1	Sprinkler Plan Check & Inspection -- Tenant Improvement > 49 Heads Plus Number of Heads _____ X \$2.00 per Sprinkler Head	\$400.00
FAL	Fire Alarm System (Commercial) Plan Check & Inspection Plus Number of Devices _____ x \$2.00 per Device	\$525.00
FALR	Residential Fire Alarm System Plan Check & Inspection Plus Number of Devices _____ x \$2.00 per Device	\$260.00
	<b>Events</b>	
TNT	Tents, Canopies, Temp Structure Plan Check & Inspection	\$185.00
FWK	Fireworks (Pyrotechnic) Permit Plus Any Needed Personnel/Equipment Stand-by	\$400.00
CCF	Carnivals, Circus, Fairs -- Basic Plan Check & Inspection Plus Number of Booth(s) _____ x \$6.00 per Booth	\$300.00
HHC	Haunted House-Halloween Plan Check	\$87.00
TBU	Temporary Building or Stage	\$130.00
	<b>LPG &amp; Tank Installation</b>	
LPG	Propane Tank Installation- Residential	\$174.00
ATI	Aboveground Tank Installation- Commercial	\$174.00
UGT	Underground Tank Installation	\$220.00





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/19/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Menath Insurance 333 Village Blvd. Suite 203 Incline Village NV 89451		<b>CONTACT NAME:</b> Traci Koon <b>PHONE (A/C, No, Ext):</b> (775) 831-3132 <b>E-MAIL ADDRESS:</b> tkoon@menath.com <b>FAX (A/C, No):</b> (775) 831-6235	
<b>INSURED</b> Cornerstone Community Church 300 Country Club Dr Incline Village NV 89451-8907		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Nationwide Mutual NAIC # 23787 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

**COVERAGES****CERTIFICATE NUMBER:** CL194337250**REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		ACP7880805343	12/10/2018	12/10/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is included as additional insured as respects to Special Event on October 5, 2019

**CERTIFICATE HOLDER****CANCELLATION**

Washoe County P O Box 11130 Reno NV 89502	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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