

MG 17-004

Agency Comments

Received by 4/24/2018

# Jefferson Fire District

**Brandon Reich - Mass gathering 17-004**

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**From:** "Scott Shepherd" <scott.shepherd@jeffersonfire.org>  
**To:** <breich@co.marion.or.us>  
**Date:** 4/20/2018 11:20 AM  
**Subject:** Mass gathering 17-004  
**Cc:** "Kevin Hendricks" <kevin.hendricks@jeffersonfire.org>

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The Jefferson Fire District has no concerns with the proposed Mass gathering 17-004 request.

Scott Shepherd  
Assistant Chief  
Jefferson Fire District  
(541) 327-2822  
Cell (541) 223-2839  
Fax (541) 327-2279  
scott.shepherd@jeffersonfire.org

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# Jefferson Fire District

PO Box 911 · 189 N. Main St.  
Jefferson, OR 97352  
(541) 327-2822 · Fax (541) 327-2279  
[jeffersonfire@jeffersonfire.org](mailto:jeffersonfire@jeffersonfire.org)  
Marion County · Linn County



April 16, 2018

Brandon Reich  
Senior Planner  
Marion County Planning Division  
5155 Silverton Rd NE  
Salem, OR 97305

RE: Comments on Mass Gathering Permit for Bi-Mart Willamette Country Music Festival

Mr Reich:

Jefferson Fire District has been in contact with Mr Flowerday, Operations Manager for WCMF and the Lebanon Fire District who managed the fire and EMS services for the WCMF in Brownsville, concerning the fire and EMS plan for the festival in 2017. Jefferson Fire District intends to use a similar plan for fire and EMS services in the event the festival was moved within our Fire District. Listed below are the objectives of the plan:

1. The festival area will be divided into its own Division within the operational structure of the Jefferson Fire District.
2. All equipment and staffing for the WCMF will be in addition to the normal staffing for the Jefferson Fire District.
3. We will have a Cost Recovery agreement in place for fire and EMS assets assigned to WCMF.
4. Jefferson Fire District intends to offer other fire and EMS agencies the opportunity to participate in providing equipment and personnel for the WCMF, including cost recovery.
5. Jefferson Fire District will have a signed agreement outlining, at a minimum, the responsibilities, equipment, staffing, joint operations, and cost recovery for fire and EMS services. This agreement will include a section allowing resources assigned to the WCMF the ability to be used in other areas of the Fire District, if needed.
6. Jefferson will be in constant contact with the operational team to ensure a smooth operation.
7. A primary first-aid tent, staffed with licensed paramedics and medical staff, is the responsibility of the WCMF. Jefferson Fire District will provide and/or arrange ambulance coverage as outlined in the agreement.
8. Jefferson Fire District will work with our neighboring fire agencies to keep them informed of traffic issues and special response needs during the festival
9. Jefferson Fire District has the capability, through our dispatch, to develop special alarm box assignments to accommodate for conditions and limitations.

Jefferson Fire District is in support of issuing the required permits for the Bi-Mart Willamette Country Music Festival to be located in the Jefferson area.

Kevin Hendricks,  
Interim Fire Chief

# Marion County Health

MARION COUNTY PLANNING DIVISION

REQUEST FOR COMMENTS - OUTDOOR MASS GATHERING EVENT

DATE: April 4, 2018

CASE #: Mass Gathering 17-004

REQUEST: Application of Willamette Country Music Concerts, LLC, on land owned by Jimmy and Kristine Gross, for a large mass gathering permit, a noise variance, and a Conditional Use on August 15-18, 2019 on 692 acres in an EFU (Exclusive Farm Use) zone located at 13054 Jorgenson Road S (T9S; R3W; Section 19; tax lot 400; Section 21; tax lot 700; Section 28; tax lots 100, 300, 400, 500, 600 and 700; Section 28D; tax lot 800, 1000 and 1100).

APPLICANT(S): Anne Hankins, Tim Flowerday  
PO Box 23638  
Eugene OR 97402

PROPERTY OWNER NAME(S): Jimmy & Kristine Gross  
13384 Jorgenson Rd S  
Jefferson OR 97352

The Planning Division is soliciting comments you may wish to have considered in the County's review of the above described outdoor mass gathering request. A map of the subject property is attached.

Comments must be submitted in writing and received in our office by 5:00 on April 24, 2018. If we do not receive a response by the end of the comment period, we will assume you have no concerns.

Send comments or questions to:  
Brandon Reich  
E-Mail: breich@co.marion.or.us  
Phone: (503) 588-5038  
Marion County Planning Division  
5155 Silverton Rd. NE, Salem OR 97305

PLEASE CHECK THE APPROPRIATE ITEMS:

- We have reviewed the proposal and determined that we have no comment.
- We would like to receive a copy of the staff decision and notice of any public hearings in this case.
- Our comments are in the attached letter.
- Our comments are:

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Name: GREG DEBLASE

Agency: MARION COUNTY ENVIRONMENTAL HEALTH

Phone: 503-588-5407

Address: 3180 CENTER ST NE #2274 SALEM, OR 97301

Date: 4/18/18



**Marion County**  
OREGON

Health & Human Services

**BOARD OF  
COMMISSIONERS**

April 18, 2018

Sam Brentano  
Janet Carlson  
Kevin Cameron

To: Brandon Reich, Marion County Planning Division

RE: Comments for Bi Mart Country Music Festival, Mass Gathering 17-004

**HEALTH & HUMAN  
SERVICES**

**ADMINISTRATOR**

Cary Moller, MS, LPC

Marion County Environmental Health as reviewed the sanitation plan submitted for compliance with OAR Division 39, Regulations Governing Health and Safety at Outdoor Mass Gatherings. The submitted sanitation plan cannot be approved due to the following reasons:

[www.co.marion.or.us/HLT/](http://www.co.marion.or.us/HLT/)

1. Approval of the water supply cannot be given until the well and distribution have been properly constructed per OAR 333-039-0015(3). The well must be tested for the following bacteriological and chemical contaminants: coliform bacteria, arsenic, cadmium, chloride, copper, cyanide, fluoride, iron, lead, selenium, nitrate, total dissolved solids and zinc. The results shall not exceed the amounts listed per OAR 333-039-0015(2).

2. An enclosed emergency medical facility is required to be provided and furnished with one cot or bed for each 1,000 persons anticipated. Per OAR 333-039-0040(5), 30 beds are needed (based on 30,000 people attending). The submitted plan only specifies 22 beds.

3. The submitted medical staffing plan indicates that Oregon licensed medical staff will be provided 24 hours per day. More specific details are needed. OAR 333-039-0040(1) requires physicians and nurses to be present in the following ratios:

Daylight: One Oregon physician plus sufficient other physicians, to provide for each 10,000 persons attending or fraction thereof, and, one nurse for each 7,500 persons attending or fraction thereof.

Nighttime hours (1 am – 7 am): One Oregon physician plus sufficient other physicians, to provide for each 20,000 persons attending or fraction thereof, and, one nurse for each 15,000 persons attending or fraction thereof.

For the estimated 30,000 persons attending this event, the medical staffing requirements are: 3 physicians and 4 nurses needed for daytime hours and 1 physician and 2 nurses needed during nighttime hours.



4. OAR 333-039-0040(7) requires ambulances to be provided onsite at a ratio of one ambulance for each 10,000 persons anticipated. Three onsite ambulances are required for 30,000 people. The submitted plan is for only one ambulance onsite.

Please contact me with any questions at 503-588-5407 or [gdeblase@co.marion.or.us](mailto:gdeblase@co.marion.or.us).

Sincerely,

A handwritten signature in black ink that reads "Greg DeBlase, REHS". The signature is written in a cursive style.

Greg DeBlase, REHS  
Marion County Environmental Health  
3180 Center St NE #2274  
Salem, OR 97301



# **BI-MART WILLAMETTE COUNTRY MUSIC FESTIVAL**

PROMOTER: WCMC, LLC

EVENT: Bi Mart Willamette Country Music Festival

DATES OF EVENT: August 16, 17, 18 and 19, 2018; third weekend and the third weekend of August 2019, 2020, 2021 and 2022.

## **SANITATION PLAN**

The Bi Mart Willamette Country Music Festival has secured the services **Honeybucket (Salem, OR)** to provide all portable toilets, handicapped toilets, hand washing stations, portable shower facilities, gray water food service disposal, camping and solid waste facilities necessary to serve the proposed number of guests and ticket holders at this event.

Contact: Honeybucket – Randy Dias Cell Phone: 253-341-2223

## **POTABLE WATER**

Potable and drinking water is available on-site at the festival water station located adjacent to the 2<sup>nd</sup> entrance gate leading into the primary festival property and at a water station inside the festival venue in the service corridor for the food vendors. (**Potable water testing reports to be submitted annually within 30 days of the Event**). Food vendors needing potable water will have access to potable water manifolds connected to the tested wells. Food vendors can also provide their own water source under the supervision and regulation of the Marion County Health Department. Hand washing units are provided in the event food vendor area to maintain sanitary food service conditions. Food vendors also have access to (10) 150-gallon disposal tanks for all gray water and grease disposal.

## **WATER CONSUMPTION**

Water consumption from the on-site well based upon consumption levels at our previous three festival locations will be an estimated 11 to 14 thousand gallons daily.\* The potable water from the well will be used to provide water only to the food vendors and to the coaches back stage. Water for refilling of RV camper tanks will be delivered from off site by a designated potable water vendor. Water for sanitation company needs will come from off site water sources contracted by the sanitation companies.

\*Estimate derived from the fact that at our Cape Blanco Music Festival the potable water well could only deliver 10 gallons per minute and it adequately met all the vendor and backstage needs.

### RV CAMPERS

RV campers are required to be self-contained. Each camper will have the opportunity to dump their waste through appointment by **Honeybucket** mobile units. In regards to potable water for RV's, RV campers can leave the venue to fill their tanks or use the festival water station near the entrance gate free of charge. Additionally, RV campers may request potable water for the refilling of their RV's storage tanks for a fee by calling a designated cell number provided in the camping handbook. Portable toilet facilities will be placed in the RV camping area to accommodate those RV campers who choose not to use their RV units for personal waste. Portable hand washing units will be placed in the same area as portable toilet facilities.

### TENT CAMPERS

Tent campers are required to provide their own potable, bottled water or may use water station near the entrance gate free of charge (Tent campers must provide container to carry water). Portable toilet units will be placed in tent camping area to accommodate the total number of campers required by State and County health regulations. Hand washing units will be placed in the same area as portable toilet units. A minimum of three gray water disposal tanks will be in the tent camping area.

### WASTE DISPOSAL

On Friday, Saturday and Sunday morning during the festival, **Honeybucket** will enter the festival grounds to dump and service all restroom waste and gray water disposal tanks, as well as hand washing stations and holding tanks for the portable shower units.

### TRASH DISPOSAL

All trash and recyclables will be disposed of by volunteer staff as directed the festival operations team. The event places 32-gallon garbage cans throughout all areas of the festival property, including the main concert venue, backstage and RV and Tent camping areas. All trash is bagged using heavy-duty garbage bags. Garbage bags are made available to both Tent and RV Campers so that they can bag waste and place the filled bags at the designated collection sites, which will be next to each portable restroom station throughout the campgrounds. Staff and volunteers will then on a scheduled rotation pickup those bags at the designated collection sites and take them to place in the dumpsters located on the festival site. Pacific Sanitation will be contracted to provide and haul the dumpsters as necessary to assure that no garbage remains on the site. At the end of the festival after the campers are gone, staff and volunteers will sweep the property and place any remaining trash in a final dumpster to be hauled by Pacific Sanitation. As per agreement with Pacific Sanitation, they will provide:

8x30 yd. Drop Boxes, 6 for garbage and 2 for co-mingle

Delivered – On the Monday prior to the event weekend

These boxes are scheduled for one dump when removed but may also be dumped as needed.

## **ON-SITE FACILITIES**

The State of Oregon Mass Gathering Code requires the event to have 1 portable restroom for every 100 people. The 2018 BWCMF event permit is written to allow 30 thousand guests and attendees. This requires the event to have at least 300 portable toilets on call. The event anticipates a crowd of 30 thousand attendees and will have at least 400 portable toilets on-site, distributed throughout the venue and campgrounds to assure adequate facilities are in each area.

**Regular Toilets: 400** (Dispersed in camping areas and main concert venue)

**Handicapped Toilets: 80** (Dispersed in camping areas and main concert venue)

**Hand Washing Sinks: 170** (Dispersed in camping, food court, beer garden, and main venue)

**Waste Water Holding Tanks (150 gallon): 10** (Vendor Area) **6** (Camping Area (2) RV Area and (4) Tent Area)

## **TRASH CARTS**

Garbage Containers: 250 (Dispersed throughout site)

Recycle Units: 70 (Dispersed throughout venue)

## **PORTABLE SHOWER UNITS**

Portable shower units will be provided by Honeybucket and Granny's Alliance. These units will have designated showers for men and women. There will be a minimum of 46 shower stalls with the units being cleaned between users by BWCMF volunteers. The units will be connected to a water line, but will also have a reserve tank with pump, in the event that for some unforeseen reason the water system has a temporary failure. Honeybucket will remove the waste water as needed to assure that the system remains safe for public use. All gray water removed from the festival grounds, including used shower water.

## **MEDICAL STAFFING**

The safety of all who participate either as attendees, volunteers, or staff at the Bi Mart Willamette Country Music Festival is of great concern to WCMC, LLC. Therefore, to support the work of the paramedics and responders who assist at the Festival, a 40x40 medical tent with 22 beds, Oregon licensed medical staff 24 hours per day will be provided. (See attached PeaceHealth staffing list, to be provided 30 days prior to event). Ambulance service will be contracted with Jefferson Fire District, with an ambulance on site 24 hours daily.

If this mass gathering were granted by the Marion County Board of Commissioners, I approve of WCMC, LLC implementing the plan as described.

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Signed, Marion Health Department Administrator (or designee)

# Marion County Sheriff

**Brandon Reich - Fwd: Attached Image**

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**From:** Gerry Adcock  
**To:** Brandon Reich; tim@emcllc.org  
**Date:** 4/23/2018 2:29 PM  
**Subject:** Fwd: Attached Image  
**Attachments:** 0940\_001.pdf

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Gentlemen,

I only had a few minor changes and they are marked in blue. Tim had already addressed any true concerns. The only issue is outstanding is the routing of traffic. There have been several options and we can work to insure public safety is the number one priority. I look forward to seeing the response's to the traffic routing.

Gerry

>>> <cgosgt@co.marion.or.us> 4/23/2018 2:23 PM >>>

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**BI-MART  
WILLAMETTE COUNTRY  
MUSIC FESTIVAL**

PROMOTER: WCMC, LLC

EVENT: Bi Mart Willamette Country Music Festival

DATES OF EVENT: <sup>15 16 17 18 2019</sup> August 16, 17, 18 and 19, 2018; third weekend and the third weekend of August 2019, 2020, 2021 and 2022.

**PUBLIC SAFETY PLAN**

**CONTACT:** Sheriff Jason Myers – (503) 588-5094

Bi Mart Willamette Country Music Festival is a 4-day outdoor country music concert event. The event is held on private property owned by Jimmy and Kristine Gross. The location of the property is ¼ mile north of the intersection of Talbot Road S and Jorgenson Road S. The physical address is 13384 Jorgenson Road S, Jefferson, Oregon.

**PRIMARY EVENT CONTACTS:**

Anne Hankins, President - WCMC, LLC	541-521-2457
Don Leber VP, Marketing and Advertising– Bi Mart Corporation	541-554-7104
Tim Flowerday, Director of Operations – WCMC, LLC	541-908-0169
Taelor Dunn, Director of Event Planning – WCMC, LLC	541-517-7056
Mike Dunn, Operations Coordinator – WCMC, LLC	541-521-5034

**ACCESS**

**ACCESS-CAMPING**

**TALBOT ROAD S TO MARLATT ROAD S, TO WINTEL ROAD S ENTRANCE/EXIT FOR VENDORS AND CAMPERS** camping in the following sections; A, B, C, and D to the Festival site entering from North Bound I-5. This entrance/exit is a maintained two lane paved road that allows traffic control team to split traffic in multiple entrances as they enter the property.

**ANKENY HILL ROAD SE TO BUENA VISTA ROAD S, TO WINTEL ROAD S ENTRANCE/EXIT FOR VENDORS AND CAMPERS** camping in the following sections; **A, B, C, and D** to the Festival site entering from South Bound I-5. This entrance/exit is a maintained two lane paved road that allows traffic control team to split traffic in multiple entrances as they enter the property.

**ACCESS – DAILY PARKING**

*This plan is still a work in progress waiting for final submission*

**TALBOT ROAD S TO JORGENSON ROAD S, TO WINTEL ROAD S ENTRANCE/EXIT FOR daily VIP/Handicapped/Sponsor** parking for the Festival arriving from I-5 Northbound.

**TALBOT ROAD S TO MARLATT ROAD S, TO WINTEL ROAD S ENTRANCE/EXIT FOR daily parking for General Admission** traffic arriving from I-5 Northbound.

**ANKENY HILL ROAD SE TO BUENA VISTA ROAD S, TO WINTEL ROAD S ENTRANCE/EXIT General Admission** traffic entering from South Bound I-5.

**ANKENY HILL ROAD SE TO WINTEL ROAD S ENTRANCE/EXIT FOR VIP/Handicapped** entering from South Bound I-5. This route will also be used for volunteer parking and production entrance from both North and South Bound I-5.

**ACCESS CONTROL**

All traffic/vehicles entering the Festival site must have proper accreditation or passes to enter. This includes all vehicles/traffic other than that of responders (law enforcement, fire and safety).

Entrances/exits will be monitored 24 hours per day for the duration of the event by Security. All vehicles that enter the site will be directed to their appropriate parking or camping area depending upon their pass or accreditation. All law enforcement, fire and rescue vehicles will have priority use of the designated production entrance from the Ankeny Hill Road/I-5 interchange.

**CAPABILITY OF AREA FIRST RESPONDERS**

The safety of all who participate either as attendees, volunteers, or staff at the BI Mart Willamette Country Music Festival is of great concern to WCMC, LLC. Therefore, to support the work of the paramedics and responders who assist at the Festival, a 40x40 medical tent with 22 beds and Oregon licensed medical staff 24 hours per day will be provided. (See attached PeaceHealth staffing list, to be attached thirty days before event)

The Paramedic team will be provided with maps of the venue and camping areas to assist in their ability to respond quickly to emergencies. This team will arrive on-site with the proper personnel and equipment to provide triage as needed until rescue units can arrive.



### MARION COUNTY DEPUTIES

To assure the safety of the public, WCMC, LLC will be supplementing security staff by hiring Marion County Deputies staff to assist in assuring quiet times are observed, quick response to incidents requiring the intervention of law enforcement and a reassuring presence to families and attendees attending the Bi Mart Willamette Country Music Festival.

There shall be a minimum of two officers 24 hours per day, with an increase to twelve to eighteen officers during the peak hours of 5:00PM to 2:00AM, actual number dependent upon paid attendees. The role of this team shall be to create a "friendly presence" that reassures the public of their safety and deters potential problems, while assisting in the enforcement of quiet time. The Deputy team shall also assist security staff with incident response that requires action beyond the capabilities of security to assure continued public safety. It shall be the responsibility of the security staff to assure excellent communications with the Marion County Deputies. Marion County Sheriff's Office shall be notified in a timely manner by WCMC staff or security staff if they observe or are made aware of an alleged criminal incident. The contract with the Marion County Sheriff's Office for each year will be completed annually based upon review of staffing needs. Please see the attached commitment letter signed by Marion County Sheriff's Office.

### SECURITY STAFFING

#### **Venue**

**Fence Line** – The fence line shall be patrolled by rovers with a rover stationed at each unique line of fencing. It is important to have a rover not patrolling a line that is broken by a change of direction of fencing as he/she will not have visual capability during parts of their shift allowing potential for passing of items back and forth over the fence.

**Crowd Control** – There will be teams of rovers within the crowd, each team responsible for a venue block not to exceed a potential participant count of 1500 people. In a venue of 30,000 this would mean 20 teams. The team concept is necessary so that one can engage while another continues observation.

Crowd control shall additionally include 6 rovers in plain clothes working the whole venue. These rovers will have the ability to communicate to the team within a designated area for quick response to incidents.

VIP area will be a welcoming space with perimeter and aisle presence only. The staff in this area will be distributed/staged in such a manner that if something occurs in one staff person's area a second staff person can quickly in-fill to provide backup.

Front of stage and catwalk will be staffed by people with a commanding presence, yet they will be expected to have a high degree of tolerance and the ability to defuse a situation without appearing overtly physically

threatening or heavy handed. The numbers here depend upon the performance artist and his/her demeanor and stage presence.

Hospitality, artist tents, and meet & greet tent presence will be an unobtrusive team presence. This team will only respond to overt actions by individuals and at the request of the performance artist. They will see themselves more as ambassadors for the venue than an enforcement presence.

**ENTRANCE GATES – GENERAL ADMISSION** - Entrance gate positions serve as the primary line of defense against unauthorized items entering the venue. Bags and chairs will be checked and attendees wanded. During peak periods, 9 entrance lines will be staffed at the GA entrance. Security will have multiple staff wand and checking bags in each line to assure that attendees are processed quickly with minimal delay. Water will be available to those showing need.

**VIP, PREMIUM GENERAL ADMISSION AND HANDICAPPED ENTRANCE** - Entrance gate positions serve as the primary line of defense against unauthorized items entering the venue. Bags and chairs will be checked and attendees wanded. During peak periods, 5 entrance lines will be staffed at the VIP, PREMIUM GENERAL ADMISSION AND HANDICAPPED entrance. Security will have multiple staff wand and checking bags in each line to assure that attendees are processed quickly with minimal delay. Water will be available to those showing need. The handicap seating shall be easily accessible to the entrance. For those needing assistance, there will be volunteers to assist them to their seats. Shuttles are available during specific hours, which will be posted at the entrance.

**VENDOR ENTRANCE** - Entrance will be staffed by Security that will request inspection of questionable packages or containers and check for vendor credentials. Security will also observe the vendors for intoxication and randomly checking bags to assure compliance of the no alcohol rule for vendors. No unauthorized patrons or personnel shall be allowed through the vendor gate.

Each emergency exit is clearly marked "Emergency" signs. Each emergency exit is a swinging 10-foot fence panel that remains unlocked and maintained by Security.

**Alcohol Control** – While the minimum standard is 3 monitors for crowds of up to 7,500 and an additional monitor for every additional 2,500, BWCMF will place a monitor for every block of 1500 people. This will mean a staff of 18 roving alcohol monitors for a crowd of 30,000. (An approved TSL for plan to manage, to be attached as approved by OLCC annually)

Monitors will call upon crowd control rovers to assist with incidents so that there is not an interruption in the performance of the monitoring duties.

### **RV/Campgrounds**

**Individual Camp/RV Areas** – Each designated camping/RV area requires a presence/monitoring and enforcement of quiet hours and no alcohol policy as is safety for all in the area. To achieve this Security will staff each designated area with a roaming team of security officers with transportation. Additionally, the Security staff serving the camp/rv areas will maintain their camp in a central location within the camp/rv areas to assure

that they can fully monitor the areas. Quiet time/curfew will be enforced rigidly. This includes the movement of vehicles, loud or unruly behavior, loud music and/or unescorted or unauthorized roaming of any area after curfew. Patrons not observing the officially designated quiet time will be asked to leave the Festival grounds.

In order to respond quickly to public safety/health issues the Marion County Sheriff's Office shall be contracted to have a team as stated above, which shall include a utility vehicle. The Deputy team, which is on-site 24 hours a day, will assist security by providing enforcement each evening until quiet time is achieved. This team will also assist on-site security with public safety enforcement issues should they arise. It shall be the responsibility of security to maintain excellent communications with the Deputy team so that all issues are logged and addressed in the appropriate manner to assure the peace and safety of all attendees.

### **Communications**

Communications are crucial to the success of the implementation of a security/public safety program that works effectively for WCMC. To assure that adequate communications are maintained there will be two com centers for the event.

The first com and primary center will be located in the back-stage area of the venue. The second com center will be located in the center of the campground/RV areas. Both shall have a staff person 24 hours a day with radio link to the Deputy teams, the operations manager, the other com center, and the overall Security lead, and back up batteries. The radios shall not be allowed to go dead.

Each com center will have a radio and two back up batteries with channels that connect directly to other com center, operations manager and Security lead. Each Deputy team will be provided a placard that lists all names, contacts, and cell phone numbers for all primary WCMC, LLC staff.

Each com center will be staffed by a person who has the ability to respond quickly to situations and who can make sure that adjustments in staffing are made quickly to assure that no area is left unstaffed or unsupported. It shall be the further responsibility of each com center staff person to log and document all incidents, communications with Deputies, or changes in staffing. Radios in use during the festival shall have the ability to do an emergency "all-call" to all radios to one channel for emergency communications.

### **Daily**

The health of any plan or organization is dependent upon ability to adjust to needs and changing conditions. In order to evaluate the success and implementation of this security/public safety program WCMC, LLC will meet with staff, Security leads and a representative from the Deputies team each day prior to opening of the venue. This will allow WCMC, LLC to make the adjustments necessary to assure the continued success of the plan and the safety of our attendees.

**SAFETY LIGHTING**

Approximately 80 light towers will be placed on the exterior of the venue property to ensure property safety and lighting to our ticket holders in the camping and parking areas. Approximately 8 light towers and (20) 1500-watt light balloons will be placed inside the gated venue to provide safety and lighting to our ticket holders inside the concert venue.

**ALCOHOLIC BEVERAGES**

Alcoholic beverages (beer, wine and distilled spirits) are sold and served in the enclosed concert venue Beer, Wine & Distilled Spirits area approved by the Oregon Liquor Control Commission. The beer, wine, and distilled spirits area (concert venue) will be secured using fencing. Service in the beer, wine and distilled spirits areas is mandatory "21 and Over." The licensed 3<sup>rd</sup> party concessionaire for the event will be WCMC, LLC. Licensed Security staff are responsible for checking proper identification in the beer, wine and distilled spirits areas. Event will follow control plan submitted to OLCC on all issues such as; carding of guests, identifying signs of intoxication, monitoring alcohol consumption, etc. Licensed Security as well as event staff, with their OLCC serving permits, will also monitor the entrance and exit to make sure that alcoholic beverages do not leave the designated service area and that no outside alcoholic beverages enter the designated area/venue. **\*See attached venue layout for beer, wine & distilled spirits service area locations (final map to be submitted 30 days prior to event dates).**

The OLCC licensed concessionaire, (WCMC, LLC) is in control of all alcohol sales and OLCC control plan for beer and wine sales.

NO alcoholic beverages of any kind will be allowed out of the designated areas. Security Staff, upon entry into the concert venue will check all backpacks, purses and containers daily visually and with security wands that pick-up metal in beer tabs or alcohol lids. OLCC Licensee & Concessionaire: WCMC, LLC (541) 345-9263 office

Peter O'Rourke – (541) 953-7297 (Alcohol Manager)

Off-Site Coordinators:

Anne Hankins - (541) 521-2457

Tim Flowerday - (541) 908-0169

**EVENT HOURS OF OPERATION**

Thursday – Gates open at 3:00pm and close at 11:00pm

Friday – Gates open at 10:00am and close at 11:00pm

Saturday – Gates open at 10:00am and close at 11:00pm

Sunday – Gates open at 10:00am and close at 11:00pm

**NOISE LIMITATIONS**

Daily performances will be scheduled on the main concert stage beginning at approximately 11:00am, with performances on the acoustic stage beginning at 7:00am daily. The final performance of each day will end at 11:00pm. All sound checks conducted during the festival will be between the hours of 9am and 11:00am.

As per county Permit Standards, sound levels shall not exceed 55 d.b.a. at a distance greater than 1000 feet of the property boundary in which the event is held. The event property being designated by the Full Site map attached to this permit application.

**ATTENDANCE AND PARKING**

The EVENT will have an anticipated festival attendance of 30 thousand ticket holders dally. Per the Marion County Outdoor Assembly Code, the event will provide supervised parking, and will provide for dust mitigation in the parking area. Parking staff will be supervised by experienced traffic control supervisor, with supervisor to provide staffing and locations numbers to be approved by sheriff. For overnight campers, the event will have RV/TENT campsites of approximately 2700 available spaces on the leased properties as stated in the Assembly Plan. See attached Full Site map.

**SMOKING**

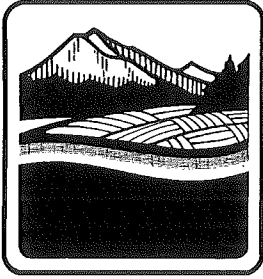
Smoking will be allowed in the concert venue in designated smoking areas.

If this mass gathering were granted by the Marion County Board of Commissioners, I approve of WCMC, LLC implementing the plan as described.

---

Signed, Marion County Sheriff (or designee)

# Marion County Traffic/ODOT



# Marion County OREGON

## PUBLIC WORKS

### MEMORANDUM

April 24, 2018

BOARD OF  
COMMISSIONERS  
Sam Brentano  
Kevin Cameron  
Janet Carlson

DIRECTOR  
Alan Haley

ADMINISTRATION

BUILDING  
INSPECTION

EMERGENCY  
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ENGINEERING

ENVIRONMENTAL  
SERVICES

OPERATIONS

PARKS

PLANNING

SURVEY

**TO:** Brandon Reich, Planning Division

**FROM:** Julia Uravich, Public Works Engineering Division *JUM.*

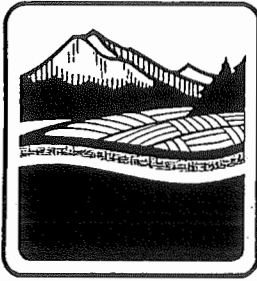
**RE:** MG17-004; 13054 Jorgenson Road S, Jefferson

Approval of this mass gathering permit would allow temporary use for a large mass gathering on approximately 692 acres within the EFU (Exclusive Farm Use) zone, in conjunction with a noise variance and conditional use (CU17-043). The event will reportedly draw up to 30,000 persons per day.

The memorandum, dated April 20, 2018, submitted by the Public Works Engineering division in regard to CU17-043, lists requested conditions and engineering requirements following review of materials submitted as part of the conditional use application. Due to the integration of the conditional use and mass gathering permit, the requested conditions and engineering requirements listed in the April 20 memo shall also apply to the mass gathering permit.

Key components of the mass gathering application are the site plan and temporary traffic control plan. The MCPW Traffic Engineering section is currently reviewing the plans, which were submitted directly to Traffic Engineering staff by the applicant's representative. The plans are not yet in an approvable state, and MCPW Traffic Engineering's comments and requests for additional information will be submitted directly to the applicant. The review process will continue until all requested information has been received and the plans are deemed acceptable by MCPW Traffic Engineering staff and other reviewing agencies, primarily Oregon Department of Transportation Region 2 Traffic and District 4 Permits.

cc: Jimmy & Kristine Gross  
Tim Flowerday, WCMC LLC  
Casey Knecht, ODOT Region 2 (via email)  
Joe Bessman, Transight Consulting, LLC (via email)



# Marion County OREGON

## PUBLIC WORKS

RECEIVED  
APR 20 2018  
Marion County  
Planning

### MEMORANDUM

April 20, 2018

BOARD OF  
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ADMINISTRATION

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INSPECTION

EMERGENCY  
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ENGINEERING

ENVIRONMENTAL  
SERVICES

OPERATIONS

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PLANNING

SURVEY

**TO:** Brandon Reich, Planning Division  
**FROM:** Julia Uravich, Public Works Engineering Division *JUM*  
**RE:** CU17-043; 13054 Jorgenson Road S & 3700 Block Wintel Road S, Jefferson

Approval of this Conditional Use would allow temporary use for a large mass gathering on approximately 692 acres within the EFU (Exclusive Farm Use) zone. The event will reportedly draw up to 30,000 persons per day.

This memorandum serves as a follow-up to the December 11, 2017 memo provided to Planning from the Public Works Engineering division following its review of materials submitted by the applicant since that time. In that memo, the Public Works Engineering Division requested the following engineering conditions be imposed if the application is approved:

**Condition A** – No less than five (5) months prior to the scheduled event, submit to MCPW Engineering for review and approval, a Traffic Impact Analysis / traffic study (TIA) that also includes a detailed site plan.

This is a critical path contingency item. The TIA document shall be prepared, sealed, and signed by a registered traffic engineer. Applicant shall work with Public Works staff to identify the exact scope of the analysis; see TIA content requirements given in the Engineering Requirements section of PW Engineering Memorandum. A conceptual site plan has been provided with the land use application; however, a more detailed plan is required. Contact Julia Uravich at 503-588-5036.

**Condition B** – No less than four (4) months prior to the scheduled event, submit to MCPW Engineering for review and approval, a comprehensive Temporary Traffic Control Plan (TTCP) that addresses both vehicular and pedestrian traffic within the public right-of-way for the proposed event, along with a copy of the TTCP plan that was approved for use at the 2017



To: Brandon Reich  
From: Julia Uravich, Public Works Engineering  
RE: CU17-043; 13054 Jorgenson Rd S & 3700 Blk Wintel Rd S, Jefferson  
Date: April 20, 2018

Page 2

*Willamette Country Music Festival held in Brownsville, Oregon.*

**Condition C** – *No less than three (3) months prior to the scheduled event, submit to MCPW Engineering for review and approval, that portion of ticket holder information packet related to traffic routing, directions, and traffic control.*

**Condition D** – *No less than two (2) months prior to the first event, submit to MCPW Engineering for review and approval, a draft detailed notice to all property owners and affected stakeholders within the vicinity of the event. No less than 14-days prior to the scheduled event, prepare and mail an approved notice to all property owners within a geographic expanse to be specified by Public Works staff.*

**Condition E** – *At the time the TIA is submitted for review, Applicants shall execute a MCPW Work Order agreeing to pay for all costs assumed by the Department of Public Works for such activities related to the event including, but not limited to, formal review of the TIA, TTCP and related event material; event planning activities; event traffic monitoring by Public Works staff during the festival; required response activities during the festival; and any post-event repairs or required actions.*

**Condition F** – *Applicants are required to restore the state and county road right-of-ways impacted by the event to the same or better condition as existed prior to the event or as specified in individual permits. This may include closing temporary accesses, restoring road shoulders and ditches, removing temporary traffic control devices, litter and debris pickup, etc.*

**Condition G** – *The approval be limited to a single event with a cap on ticket sales and attendance to 30,000 attendees per day.*

Following review of materials submitted after issuance of the December 11, 2017 memorandum, notably the TIA dated February 20, 2018, and the revised TIA dated April 6, 2018, the Public Works Engineering Division is not opposed to the proposal, provided the following additional recommended conditions are imposed to mitigate anticipated traffic impacts. A summary of the Public Works Engineering Division's comments on the February 20, 2018 TIA with commentary discussing the extent to which the comments were addressed by the revised TIA is provided as an attachment (Attachment 1) to this memo.

**The recommended conditions and engineering requirements listed in the December 11, 2017 memo remain unchanged unless amended by the conditions below and should be considered for inclusion.** It is important to note that all conditions are subject to change as additional information is submitted and reviewed by staff, including information derived from the 2018 Willamette Country Music Festival event.

To: Brandon Reich  
From: Julia Uravich, Public Works Engineering  
RE: CU17-043; 13054 Jorgenson Rd S & 3700 Blk Wintel Rd S, Jefferson  
Date: April 20, 2018

Page 3

**Condition H** – *The applicant shall provide additional information requested within the commentary of Attachment 1 to the Marion County Traffic Engineering Supervisor as a supplement to the revised TIA within timeframes discussed in the commentary or as applicable as event preparation progresses. The TIA and TTCP will not be approved until all requested information is provided and approved by the Public Works Traffic Engineering supervisor or designee.*

**Condition I** – *The primary routes and contingency routes illustrated in Figures 44 and 45 of the revised TIA shall be established as the official routes for ingressing event traffic, contingent upon approval by ODOT Region 2 Traffic, ODOT District 3 and 4, and the ODOT Rail and Public Transit Division, as well as approval of a TTCP that supports these routes. The routes illustrated in Figure 49 of the April 6, 2018 revised TIA shall be established as the official routes for egressing traffic, contingent upon approval by ODOT Region 2 Traffic, ODOT District 3 and 4, and ODOT Rail and Public Transit Division, as well as approval of a TTCP that supports these routes. If the needed approvals cannot be obtained, the routes will need to be modified and submitted to the referenced agencies for reviews.*

**Condition J** – *Execution of the work order described in Condition E has not yet occurred. Execution of the work order shall occur within a timeframe to be determined by Public Works Engineering staff after its reviews are substantially completed.*

**Condition K** – *Two weeks prior to the event, the applicant shall prepare and furnish a traffic control contact list to the Marion County Public Works Traffic Engineering section. The contacts shall consist of but not be limited to: Traffic control supervisor(s), key Festival coordination staff with decision making abilities and primary representatives from ODOT District 3, ODOT District 4, Marion County Sheriff's Office, Marion County Traffic Engineering, Marion County Road Operations supervisor, and Marion County Dispatch. The contact list shall be composed on a card and be distributed to all listed parties.*

**Condition L** – *The applicant shall work in coordination with ODOT and Marion County Traffic Engineering staff to develop an agreement that specifies conditions and procedures in which contingency routing plans and any unanticipated traffic control changes will be implemented during the event. Elements of the agreement shall include who has the authority to implement those plans and changes and under what circumstances. The agreement shall be executed as part of the TTCP approval process.*

**Condition M** – *Pedestrian containment and properly signed designated crossing locations shall be provided to and approved by the Marion County Traffic Engineering Supervisor or designee as part of the TTCP review process.*

To: Brandon Reich  
From: Julia Uravich, Public Works Engineering  
RE: CU17-043; 13054 Jorgenson Rd S & 3700 Blk Wintel Rd S, Jefferson  
Date: April 20, 2018

Page 4

**Condition N** – *The content of the informational packets provided to attendees with camping and parking passes shall be submitted to and approved by the Marion County Traffic Engineering Supervisor or designee one month prior to distribution.*

**Condition O** – *Premium and General Parking traffic shall be routed into the General Admission parking fields to encourage driver decision making on-site, rather than on the public roadways.*

**Condition P** – *Detailed event and traffic routing notification shall be furnished to all property owners and residents located along and in the general vicinity of the primary and contingency event ingress and egress routes. The proposed notification materials and mailing list shall be approved by the Marion County Traffic Engineering Supervisor or designee two weeks prior to distribution. Distribution shall occur no later than two weeks prior to the event.*

**Condition Q** – *The applicant shall operate a Festival Command Center and provide a conference phone number to area farmers for scheduled early morning coordination calls on each morning of the event. A neighbor liaison(s) shall also be available throughout the event. Marion County Traffic Engineering staff shall be provided with name(s) of the neighbor liaison(s) and their contact information prior to the event, in conjunction with Condition K.*

**Condition R** – *The applicant shall work with Public Works staff to review and approve the “ticketing platform build” (ticket allocation plan) in an effort to ensure compliance with the 30,000 attendee cap. This shall occur no later than one month prior to the beginning of ticket sales.*

**Condition S** – *The applicant shall provide, on a daily basis during the event, the hourly real-time person counts within the gated venue area to Public Works staff during the event. A mechanism for this information exchange to occur shall be in place prior to the start of the event.*

**Condition T** – *In accordance with Marion County Driveway Ordinance 651, driveways must meet sight distance, design, spacing, and safety standards. Access Permits shall be required to install and/or remove temporary and/or intermittent use permanent accesses as approved and determined by the Marion County Public Works Engineering Division. Permits shall also be required for any modifications to existing accesses.*

**Condition U** – *Applicant shall provide evidence of meeting ODOT, railroad, and other agency requirements, including obtaining any required permits.*

**Condition V** – *In addition to the parameters set forth in Conditions E and J, Marion County Public Works staff shall be provided with the appropriate credentials for unencumbered access to the event for all event monitoring purposes.*

To: Brandon Reich  
From: Julia Uravich, Public Works Engineering  
RE: CU17-043; 13054 Jorgenson Rd S & 3700 Blk Wintel Rd S, Jefferson  
Date: April 20, 2018

Page 5

**Condition W** – *The applicant shall provide evidence of a coordinated written plan that the Marion County Sheriff's Office has agreed to concerning impound activities.*

**Condition X** – *The collection of "baseline" 24-hour traffic volume and vehicle classification counts shall be required on key roadways identified by the Marion County Traffic Engineering Supervisor or designee in July 2019. The collection of 24-hour traffic volume and vehicle classification counts on the same key roadways shall be required throughout the duration of the event as a means to more accurately gauge the traffic impacts resulting from the event. Traffic counts shall be collected by Public Works Traffic Engineering staff, and related costs will be borne by the applicant through a private work order as described in Conditions E and J.*

## **ENGINEERING REQUIREMENTS**

- Y. Applicant will be required to get any applicable Marion County permits.
- Z. A Road Closure (Detour) Permit will be required for any road related closures.
- AA. There may be more specific traffic information required for the Mass Gathering Permit required in association with the Conditional Use. Additional requirements may be imposed as new information is received and reviewed through the actual time of the event.
- BB. Utility work within the public right-of-way necessary to provide for temporary onsite services requires permits from MCPW Engineering.
- CC. No event signs or entrance gates shall be placed within the public right-of-way. Only Temporary Traffic Control Signs identified in an approved TTCP are allowed within the RW and event gates must be set a minimum of 50 feet back from the edge-of-pavement. Any other signing must be located on private property, with appropriate property owner permission and must comply with any Marion County zone code requirements and engineering standards, including those related to sight distance.

## **ENGINEERING ADVISORY**

- DD. The applicant is advised that there are jurisdictional waters present on and around the site, including the possibility of wetlands, and applicant is responsible for securing any environmental permits associated with the proposed pedestrian bridge(s) as well as any new accesses or existing access modifications in the area.

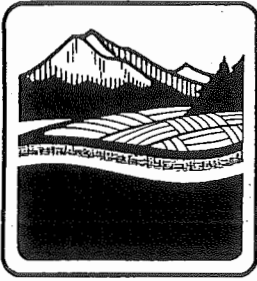
To: Brandon Reich  
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RE: CU17-043; 13054 Jorgenson Rd S & 3700 Blk Wintel Rd S, Jefferson  
Date: April 20, 2018

Page 6

Applicant is directed to the Department of State Lands and the Sidney Irrigation Co-op to pursue any permit requirements.

cc: Jimmy & Kristine Gross  
Tim Flowerday, WCMC LLC  
Casey Knecht, ODOT Region 2 (via email)  
Joe Bessman, Transight Consulting, LLC (via email)

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# Marion County OREGON

## PUBLIC WORKS

BOARD OF  
COMMISSIONERS  
Janet Carlson  
Kevin Cameron  
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ADMINISTRATION

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April 20, 2018

### ATTACHMENT 1

*Comments provided by Marion County Public Works Traffic Engineering staff following review of the February 20, 2018 Willamette Country Music Festival Transportation Impact Analysis (TIA) with commentary discussing the extent to which the revised TIA, dated April 6, 2018 complied.*

1. The county has significant concerns with the ingress routes proposed in the TIA and the ability of those routes to prevent event related traffic from backing up on to the I-5 mainline. The county also has concerns with the potential I-5 contingency routes shared in the March 9 memorandum and meeting and the ability of the organizers and traffic control team to seamlessly transition to the contingency routing plans if needed during the event. This also presents the potential for complications for the local farming community and attendees who may have been provided alternative routing information in the event packet. Marion County staff requests an extensive analysis of I-5 Southbound Contingency Route Option #3 and I-5 Northbound Contingency Route Option #3 described in the March 9, 2018 memorandum as the established festival ingress routes. These routes have the potential to eliminate I-5 queuing concerns while separating event related traffic streams originating from geographic locations north and south of the venue. Narratives that discuss the advantages and disadvantages of various routing options shall be provided in addition to details on how the farming community will be accommodated as part of the event routing.

**Commentary:** The revised TIA satisfactorily addresses the county's request for an analysis of the northbound and southbound ingressing traffic routing from I-5. The county is not opposed to the routes and contingency routes illustrated in Figures 44, 45, and 49 of the revised TIA, contingent upon county, ODOT, and ODOT Rail & Public Transit's acceptance of the temporary traffic control plans for these routes and the ability of the organizer to obtain all required permits from these agencies and the railroad. Note, the temporary traffic control plan is currently under review by Marion County Public Works Traffic Engineering staff as a component of the Mass Gathering 17-004 review process.

2. The TIA states on page 65, "Detailed traffic control plans will be prepared

and approved subject to ODOT timelines (typically about 60 days prior to the event).” Note that Marion County requires an approved detailed traffic control plan (TCP) as part of the conditional use and mass gathering approvals. This traffic plan shall detail all of the traffic control measures necessary for the ingressing and egressing routes deemed acceptable by Marion County Public Works and ODOT. Any changes to the approved traffic control plan will require advance approval by the Marion County Public Works Traffic Engineer.

**Commentary: As noted above, the TCP is currently under review by ODOT and Marion County Traffic Engineering staff, which will provide comments as part of MG17-004.**

3. The 2019 event will be capped at 30,000 people total. This includes campers, concert attendees, volunteers, vendors, support staff, etc. Figure 39 provides an approximation of this distribution. A table that provides estimated quantities of event attendees and demonstrates how the quantities add up to the capped attendance number of 30,000 is requested to supplement the trip generation step. A specific number of maximum ticket sales with a daily distribution profile shall be derived and provided to further demonstrate how attendance will be capped at 30,000 individuals on-site at any time during the event.

**Commentary: Based on Figure 39 in the initial TIA submittal, staff calculated an approximate number of 1,110 event attendees who do not fall into the camper or day-use attendee category. While the revised TIA provides an adequate breakdown of the support service attendees, Table 5 estimates a total of 717 persons in this category, an approximate 35 percent reduction from the initial estimate in the TIA. Staff is concerned that this number is understated and requests an explanation of how this number will be managed and reported in part to ensure attendance remains below the 30,000 person threshold.**

**The revised TIA also discusses how ticketing and ticket-taking at the venue gates will be handled to ensure compliance with the 30,000 person threshold. However, it is important to note that the 30,000 person maximum attendance that was established includes people who are outside of the gated venue, on other parts of the site (such as camping). More discussion on how the event organizers will account for persons outside of the venue gates is requested as a condition of TIA acceptance.**

4. The TIA shall include a discussion and trip estimates of the various festival support functions (chemical toilet servicing, garbage pick-up, food service delivery, vendors, etc.), their transportation methods, and how the ingress and egress patterns of these functions integrates with the event attendee traffic. The TIA does not include conceptual site layouts that depict how the camping and parking areas of the festival grounds will be laid out. These detailed site layouts are required to supplement the event entry and egress analysis and illustrate how on-site circulation will function to reduce impacts to the county roadway network and state highway system. Requested items to depict on these layouts include the

camping and parking site configurations, gate locations, parking attendant locations, internal roadway networks, pedestrian crossing location, interior signing, and parking attendant stations and specific attendant instructions related to managing on-site traffic flow.

**Commentary:** Figure 5 within the revised TIA provides a preliminary event layout, while more detailed than the layout provided in the initial TIA, is conceptual in nature. A more detailed site layout and circulation plan will be required as part of the MG17-004. This shall include items such as dimensioned access locations, gate locations, circulation patterns, proposed driveway configurations, pedestrian walkways, parking pass sales booths, interior signing, and parking attendant stations.

5. An on-site drop-off loop is incorporated into the mitigation plan. An illustration of this loop depicting how it will be accessed, operate, and integrate with the other incoming and outgoing traffic shall be included as part of the site plan requested in Comment 2 above. Attendees with parking passes shall be strategically excluded from this loop, and the TIA shall include a narrative describing how drop-off traffic will be managed and separated from other event traffic on-site to prevent back-ups onto Wintel Road, Ankeny Hill Road and other county roads.

**Commentary:** The drop-off loop shall be detailed in the site layout and circulation plan required as part of MG17-004. This detail should include the number of lanes, dimensions, and stacking lengths.

6. The TIA shall include a detailed narrative that discusses how through and local traffic will be managed and allowed to move through intersections, checkpoints, and roadway segments to minimize impacts. This traffic may include but is not limited to the following: Farming traffic and agricultural implements, local residents, Ankeny National Wildlife Refuge visitors, and commuters that travel between I-5 and destinations west of the Willamette River.

**Commentary:** The revised TIA provides satisfactory discussions on the accommodation of local traffic and provides estimates of the delays.

7. The event organizer shall demonstrate coordination with other affected agencies not limited to: ODOT Region 2 Traffic, ODOT District 3 and 4 Permitting, ODOT Rail and Public Transit Division, Marion County Sheriff's Office, Ankeny National Wildlife Refuge (U.S. Fish and Wildlife Service), and City of Jefferson. Comments from these agencies and other concerned parties will be considered by Marion County Public Works in its review of the TIA and event TCP and determination of recommended conditions pertaining to the TIA and TCP.



**Commentary: Coordination with the agencies listed above and other concerned parties was evidenced in the revised TIA. Continued coordination is required as part of the TCP review and permitting processes.**

8. Pedestrian crossing locations across public roadways will require traffic control to be detailed as part of the event traffic control plan. The event traffic control plan shall also detail pedestrian containment and routing measures to be used on-site. In addition, the measures to be utilized to minimize the impacts to the through traveling motorists on public roads.

**Commentary: As noted above, the TCP is currently under review by staff and may result in requirements for physical improvements to roadways, intersections, and accesses to be made at the applicant's expense.**

9. Marion County Public Works shall be added as a participant in the event monitoring structure and should be included in the process. Note that the event organizer will be responsible for the county's staff and equipment costs associated with monitoring the event. County staff shall be allowed full access to the venue as needed for monitoring purposes.

**Commentary: The revised TIA adequately notes Public Works staff as part of the event monitoring structure and process. As a recommended condition of approval, the organizer will be required to execute a private work order through Public Works to cover these costs.**

10. If the event is approved, at the appropriate time, the organizer shall furnish detailed event and traffic routing notifications to all property owners and residents located along and in the general vicinity of the agreed upon event ingress and egress routes. The notification and mailing list shall be provided to Marion County Public Works Traffic Engineering for approval prior to distribution. Advanced notices to motorists via electronic variable message signs will also be required by Public Works.

**Commentary: The revised TIA includes this as a proposed traffic mitigation measure.**

11. The range of current daily traffic volumes on county roadways during the summer is understated on page 21, as several roadways that will be used by festival attendees carry ADTs of over 1000 vehicles per day.

**Commentary: This error was satisfactorily corrected in the revised TIA.**

12. The Portland & Western Railroad is erroneously referred to as "Pacific and Western Railway" on page 29.

**Commentary:** This error was satisfactorily corrected in the revised TIA.

13. An estimated vehicle occupancy rate of 2.33 persons per vehicle is acceptable for the purposes of this analysis.

**Commentary:** Based upon the information provided in the revised TIA, the estimated vehicle occupancy rate of 2.33 persons per vehicle remains acceptable.

14. Figure 41 depicts festival trip distribution. A similar figure that depicts the estimated trip assignment shall be provided as well.

**Commentary:** Trip assignment figures illustrating critical ingress and egress demands were provided within the revised TIA and are acceptable.

15. The traffic counts summarized in Table 4 should be labeled as "peak hour volumes."

**Commentary:** This correction was made in the revised TIA.

16. The bulleted intersection location descriptions on page 63 do not correspond with the referenced figures.

**Commentary:** This correction was made in the revised TIA.

17. Additional conditions may be imposed on the applicant as part of the TCP to address roadway conditions and safety measures required to accommodate unfamiliar, out of area drivers who may not be familiar with the two lane narrow county roads, especially during hours of darkness.

**Commentary:** As noted above, the TCP is currently under review by staff.

18. The TIA lists an on-site impound lot as a component of the mitigation plan. Note that the organizer does not have the authority or permission to tow vehicles from within the public right-of-way. Public Works will require evidence of a coordinated written plan that the Marion County Sheriff's Office has agreed to.

**Commentary:** Evidence of the coordinated written plan will be included as a recommended condition of approval.

19. Any temporary driveway locations proposed as part of the event are subject to approval and permits from the Marion County Land Use Engineering and Permits (LDEP) section. All temporary driveways must be restored to previous conditions following the event.

**Commentary: The revised TIA includes this as a proposed traffic mitigation measure, and it will be included as a recommended condition of approval to reinforce the county's access ordinance.**

20. The informational packets included with camping and parking passes shall be provided to Marion County Public Works Traffic Engineering staff for approval prior to distribution. Specific routing instructions shall be created and included in the packet. Use of portable navigation and GPS devices shall be discouraged in routing instructions intended for attendees.

**Commentary: The revised TIA includes this as a proposed traffic mitigation measure, and it will be included as a recommended condition of approval.**

## Brandon Reich - ODOT Comments for Marion County Mass Gathering 17-004: Willamette Country Music Festival

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**From:** KNECHT Casey <Casey.KNECHT@odot.state.or.us>  
**To:** "Brandon Reich (BREICH@co.marion.or.us)"  
 <BREICH@co.marion.or.us>  
**Date:** 4/23/2018 11:15 AM  
**Subject:** ODOT Comments for Marion County Mass Gathering 17-004:  
 Willamette Country Music Festival  
**Cc:** BLAIR Keith P <Keith.P.BLAIR@odot.state.or.us>, UPTON Dorothy  
 J <Dorothy...>  
**Attachments:** Willamette Country Music Festival Revised TIA - ODOT Region  
 Traffic Comme....pdf

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Brandon,

Thank you for notifying the Oregon Department of Transportation (ODOT) of the mass gathering permit application for the Willamette Country Music Festival. Please include these comments in the public hearing record and notify ODOT of the staff decision by sending a copy to [odotr2planmgr@odot.state.or.us](mailto:odotr2planmgr@odot.state.or.us) when available.

The site is in the vicinity of I-5, specifically near the Talbot Road interchange (Exit 242) and the Ankeny Hill interchange (Exit 243). ODOT has been involved with the scoping and review of the Traffic Impact Analysis (TIA) that was required by Marion County as part of the mass gathering permit application. ODOT Region 2 Traffic unit reviewed the revised TIA that was submitted on April 6<sup>th</sup>, 2018, and the review comments have been attached to this letter. ODOT's permitting authority is limited to I-5 and Jefferson Highway (Hwy 164). (A portion of the latter between Ankeny Hill Road and Talbot Road is a proposed ingress route.) However, ODOT has a vested interest in the efficient movement of pedestrian and vehicular traffic throughout the site and all adjacent roads. Excessive queuing on one route can quickly spread to all routes for an event of this magnitude. Hence, the TIA comments address the site in its entirety.

The comments include specific items that ODOT would like Marion County to consider. The applicant will need to continue to work with ODOT and Marion County to develop a more detailed temporary traffic control plan and obtain the corresponding permit from the ODOT District 4 office in addition to the requirements set forth by Marion County.

Questions related to the TIA can be directed to Keith Blair (copied in this email). Feel free to contact me if other questions arise.

### Casey Knecht, P.E.

Development Review Coordinator | ODOT Region 2  
 885 Airport Rd SE, Bldg P | Salem OR 97301  
[503-986-5170](tel:503-986-5170) | [casey.knecht@odot.state.or.us](mailto:casey.knecht@odot.state.or.us)



# Oregon

Kate Brown, Governor

## Department of Transportation

### Region 2 Tech Center

455 Airport Road SE, Building A

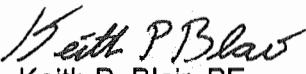
Salem, Oregon 97301-5397

Telephone (503) 986-2990

Fax (503) 986-2839

**DATE:** April 17, 2018

**TO:** Casey Knecht, PE  
Region 2 Development Review Coordinator

**FROM:**   
Keith P. Blair, PE  
Region 2 Senior Transportation Analyst

**SUBJECT:** Willamette Country Music Festival (Marion Co) – Mass Gathering Permit  
Revised TIA Review Comments

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ODOT Region 2 Traffic has completed our review of the submitted revised traffic impact analysis (dated April 6, 2018) to address traffic impacts due to relocation of the Willamette Country Music Festival (WCMF) to the Ankeny Hill area of Marion County near Interstate 5, with respect to consistency and compliance with current versions of ODOT's *Analysis Procedures Manual (APM)*. Both versions of the *APM* were most recently updated in January 2018. Current versions are consistently published online at: <http://www.oregon.gov/ODOT/TD/TP/Pages/APM.aspx>. As a result, we submit the following comments for the County's consideration:

Recommended analysis items to be addressed:

1. It appears the currently proposed number of pedestrian crossings may be inadequate to serve the thousands of patrons exiting the venue at the end of each day. Consideration should be given to assessing the desirable pedestrian paths and potentially designating additional crossings.
2. Page 55, "Campers" section – The assumption that since the Brownsville site showed few campers leaving on day trips that it would carry over to Ankeny site may not be valid and the Brownsville site is approximately 30 miles (at least ½ hour drive) to anywhere else. However, Ankeny is only eight miles to Enchanted Forest and 10 miles to the south Salem Walmart.
3. Page 64, "Egress from the Site" section – Note and consider that while the proposed egress eliminates the conflict of pedestrians across the single south pedestrian access, it directs traffic across the two proposed pedestrian crossings on the east side of the site.
4. Page 72, "Event Ingress Peak Conditions" section – Pedestrian conflicts with ingress of campers has the potential to create flow and queue concerns which could propagate towards I-5 and should be monitored closely.

Proposed mitigation comments:

5. ODOT maintains jurisdiction of the Pacific Highway No. 1 (I-5) and ODOT approval shall be required for all proposed mitigation measures to this facility.
6. ODOT will continue the process of coordinating with Federal Highway Administration on any proposed temporary traffic control changes at the I-5 ramp terminals, including modifying the control of both Ankeny Hill Road terminal intersections to provide a "free" movement off the I-5 ramps and stationing a flagging station at all terminal intersections at the Ankeny Hill Road and Talbot Road interchanges.
7. All temporary traffic control signs on I-5 (including the ramps) shall be 48" rather than the standard 36".
8. All flagging personnel shall be certified to perform traffic control operations in Oregon.
9. Illumination shall be provided at all flagging stations to illuminate the intersections and provide more clarity that temporary traffic control is taking place during nighttime and low-light conditions. This will improve operations and enhance the safety of the traveling public and the flagging personnel.
10. The event should provide portable changeable message signs (PCMS) along I-5:
  - o southbound north of the Ankeny Hill Road interchange,
  - o northbound south of the Talbot Road interchange, and
  - o both southbound and northbound between the two above interchanges to ensure I-5 through travelers are aware the conditions will exist at both interchanges and to further enable responses to contingencies as they occur.
  - o At all above locations, it is probable ODOT will require the provision of PCMSs not only on the outside (right) shoulder, but also within the median (left) shoulder to ensure the messages are visible to drivers in the left lane while passing trucks in the right lane.
  - o The actual PCMS messages to be displayed will be determined at time of ODOT temporary traffic control permit application.

Thank you for the opportunity to review this traffic impact analysis. As the analysis files were not provided, Region 2 Traffic has only reviewed the submitted report. If the County determines any of the above comments will merit the need for reanalysis, we would be willing and able to assist with an additional round of review. This traffic impact study has been, for the most part, prepared in accordance with ODOT analysis procedures and methodologies. The primary and contingency routes combined with the proposed temporary traffic control recommended within this study (and incorporation of the above comments) may be expected to acceptably mitigate traffic effects of the proposed mass gathering application (up to 30,000 total attendees). Additional work may be required to accompany a future temporary traffic control permit application to ODOT District 4 and Region 2 Traffic (i.e. operational and queuing analysis, etc.). If there are any questions regarding these comments, please contact me at (503) 986-2857 or [Keith.P.Blair@odot.state.or.us](mailto:Keith.P.Blair@odot.state.or.us).

# Other Agency Comments

MARION COUNTY PLANNING DIVISION

REQUEST FOR COMMENTS - OUTDOOR MASS GATHERING EVENT

DATE: April 4, 2018

CASE #: Mass Gathering 17-004

REQUEST: Application of Willamette Country Music Concerts, LLC, on land owned by Jimmy and Kristine Gross, for a large mass gathering permit, a noise variance, and a Conditional Use on August 15-18, 2019 on 692 acres in an EFU (Exclusive Farm Use) zone located at 13054 Jorgenson Road S (T9S; R3W; Section 19; tax lot 400; Section 21; tax lot 700; Section 28; tax lots 100, 300, 400, 500, 600 and 700; Section 28D; tax lot 800, 1000 and 1100).

APPLICANT(S): Anne Hankins, Tim Flowerday  
PO Box 23638  
Eugene OR 97402

PROPERTY OWNER NAME(S): Jimmy & Kristine Gross  
13384 Jorgenson Rd S  
Jefferson OR 97352

The Planning Division is soliciting comments you may wish to have considered in the County's review of the above described outdoor mass gathering request. A map of the subject property is attached.

Comments must be submitted in writing and received in our office by 5:00 on April 24, 2018. If we do not receive a response by the end of the comment period, we will assume you have no concerns.

Send comments or questions to:  
Brandon Reich  
E-Mail: breich@co.marion.or.us  
Phone: (503) 588-5038  
Marion County Planning Division  
5155 Silverton Rd. NE, Salem OR 97305

PLEASE CHECK THE APPROPRIATE ITEMS:

- We have reviewed the proposal and determined that we have no comment.
- We would like to receive a copy of the staff decision and notice of any public hearings in this case.
- Our comments are in the attached letter.
- Our comments are:

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Name: Austin Dillon

Agency: Tax Office

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Date: 4/4/18



**Brandon Reich - Re: Request for Comments - Bi-Mart Willamette Country Music Festival Mass Gathering 17-004**

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**From:** David Eubanks  
**To:** Brandon Reich  
**Date:** 4/4/2018 1:51 PM  
**Subject:** Re: Request for Comments - Bi-Mart Willamette Country Music Festival Mass Gathering 17-004  
**Attachments:** David Eubanks.vcf

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A building permit would be required for temporary structures.

David Eubanks  
Building Plans Examiner  
Marion County Public Works  
5155 Silverton Rd. NE, Salem, OR 97305  
[\(503\) 566-3982](tel:5035663982)  
[DEubanks@co.marion.or.us](mailto:DEubanks@co.marion.or.us)

>>> Tami Amala 4/4/2018 9:39 AM >>>

See attached. [Send all comments](#) to Brandon Reich, Senior Planner, at [breich@co.marion.or.us](mailto:breich@co.marion.or.us)

Tami Amala  
Mgmt. Analyst  
Marion County Public Works

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**Brandon Reich - Mass Gathering 18-004 (17-004) - no code enf issues - bld**

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**From:** Barbara Dickson

**To:** Brandon Reich

**Date:** 4/4/2018 9:47 AM

**Subject:** Mass Gathering 18-004 (17-004) - no code enf issues - bld

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Barbara Dickson  
Code Enforcement Aide  
Alarms Coordinator  
Marion County Sheriff's Office  
[bdickson@co.marion.or.us](mailto:bdickson@co.marion.or.us)  
[503-584-4768](tel:503-584-4768)

MARION COUNTY PLANNING DIVISION

REQUEST FOR COMMENTS - OUTDOOR MASS GATHERING EVENT

DATE: April 4, 2018

CASE #: Mass Gathering 17-004

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Marion County Planning Division  
5155 Silverton Rd. NE, Salem OR 97305

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- We would like to receive a copy of the staff decision and notice of any public hearings in this case.
- Our comments are in the attached letter.
- Our comments are:

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Name: Matthew Puntney

Agency: Onsite Wastewater

Phone: 503 365 8165

Address: 5155 Silverton Rd NE

Date: 4/23/18

Mass Gathering 17-004; Willamette Valley Country Music Festival

Existing System Evaluations are required for tax lots 093W21 00700, 093W28 00100, and 093W28 00800.

Matthew Puntney  
Onsite Wastewater Specialist  
Marion County Oregon