



Marion County
OREGON

OUTDOOR MASS GATHERING PERMIT APPLICATION

It is strongly recommended that applications be submitted at least 60 days prior to event date
Applications submitted by mail will not be accepted

RECEIVED

Do not double-side or spiral bind any documents being submitted

JAN 26 2024

Fee: Please check the appropriate box:

**Marion County
Planning**

Small Gathering (One Time Event) – \$2500
Large Gathering (One Time Event) – \$5000

5 Year Small Gathering (Year 1) – \$2500
Annual Renewal (Years 2-5) – \$500

NAME OF EVENT: CANTERBURY RENAISSANCE FAIRE	DATE(S) AND TIMES OF EVENT: JULY. 20, 21, 27, 28 2024
LOCATION OF EVENT: 6518 CASCADE HWY SILVERTON 97381	NAME OF ORGANIZATION: WHITEWIND PRODUCTION LLC
() SMALL GATHERING <input checked="" type="checkbox"/> LARGE GATHERING* (requires Conditional Use Permit)	ESTIMATED ATTENDANCE: WE WILL CAP ATTENDANCE A 5000 / DAY
NAME OF PERSON IN CHARGE: NANCY WHITE	ADDRESS, CITY, STATE, ZIP 6118 MT ANGEL HWY SILVERTON, OR 97381
DAYTIME PHONE NO. OF PERSON IN CHARGE: 503-910-3553	E-MAIL: CANTERBURYFAIRE@GMAIL.COM
EMERGENCY CONTACT NAME & 24 HOUR PHONE NO.: ABIGAIL WHITE 503-512-0297	IF THIS IS A FUND-RAISER, WHO IS THE BENEFICIARY(IES) OF EVENT: N/A
PROPERTY OWNER(S) NAME: WHITEWIND WOODLAND LLC NANCY WHITE	ADDRESS, CITY, STATE, ZIP 6118 MT ANGEL HWY SILVERTON, OR 97381

FOR OFFICE USE ONLY:	
Township 6S Range 1W Section 25	Application elements submitted:
Tax lot number(s) 900	<input checked="" type="checkbox"/> Title transfer instrument
Zone EFU /zone map number 24	<input checked="" type="checkbox"/> Site plan
Application accepted by NI	<input checked="" type="checkbox"/> Fire protection plan
Date 1/26/2024	<input checked="" type="checkbox"/> Public safety plan
Case Number MG-24-001	<input checked="" type="checkbox"/> Health and medical plan
TPA/header	<input checked="" type="checkbox"/> Parking/traffic control plan
Conditional Use Case No. 22-045 ("Large Gathering")	<input type="checkbox"/> Copy of OLCC permit (if applicable)
	<input checked="" type="checkbox"/> Filing fee

NATURE OF THE EVENT: Indicate what will happen at your event; be specific on times and activities; attach an additional sheet if necessary.

CANTERBURY RENAISSANCE FAIRE IS A 1500 PERIOD EVENT WHICH INCLUDES
Jousting, ENTERTAINMENT, PERIOD DEMOS, FOOD, TAVERN, KRAFTSMAN VENDORS
KIDS ACTIVITIES - PATRONS VISIT OUR VILLAGE AND HAVE A
BLAST! GREAT FAMILY FUN!

WILL SOUND AMPLIFICATION BE USED AT ALL DURING THE EVENT? YES () NO

If yes, please explain:

ONLY FOR THE JOUST AT 12 AND 4 EACH DAY
MAYBE OTHER AMPLIFICATION IN OTHER SHOWS IN THE HORSE
ARENA BUT NOT AS POTENTIALLY LOUD.

WILL ALCOHOL BE AVAILABLE AT ALL DURING THE EVENT? YES () NO

If yes, please explain:

I HAVE A VENDOR WHO DOES THE TAVERN - HE CARRIES HIS
OLCC LIC AND INSURANCE. HE PROVIDES HIS OWN SECURITY. I HAVE
3 TASTING AND BOTTLE SALES OF MEAD + WINE - THEY ALSO HAVE THEIR OWN OLCC LIC
INSURANCE

WILL FIREWORKS BE USED OR SHOWN AT ALL DURING THE EVENT? () YES () NO

If yes, please explain:

N/A

THE APPLICANT(S) SHALL CERTIFY THAT:

- A. If the application is granted, the applicant(s) will exercise the rights granted in accordance with the terms and subject to all the conditions and limitations of the approval.
- B. I/We will comply with all health and safety rules governing outdoor mass gatherings as adopted by the Oregon Department of Human Services and demonstrating compliance with the Marion County Outdoor Mass Gathering Ordinance.
- C. I/We hereby declare under penalties of false swearing (ORS 162.075 and 162.085) that all the above information and statements and the statements in the site plan, attachments and exhibits transmitted herewith are true; and the applicants so acknowledge that any permit issued on the basis of this application may be revoked if it is found that any such statements are false.
- D. I/We hereby grant permission for and consent to Marion County, its officers, agents, and employees, law enforcement, public health and fire control officers to come upon the above-described property to gather information and inspect the property whenever it is reasonably necessary for the purpose of processing this application and/or monitoring the terms and conditions of the permit issued and any other applicable laws or ordinances.
- E. The applicants have read the entire contents of the application, including the procedures and criteria, and understand the requirements for approving or denying the application.

PRINTED NAME AND SIGNATURE of each owner of the subject property.

NANCY WHITE _____
Print Name Signature

6518 CASCADE Hwy

NANCY WHITE _____
Print Name Signature

6118 MT ANGEL Hwy

Print Name Signature

Print Name Signature

DATED this 25 day of JANUARY, 2024

THE ORGANIZER(S) SHALL CERTIFY THAT:

I, the undersigned representative, have read the Outdoor Mass Gathering Application and the Policies and Procedures contained herein, and I am duly authorized by the event organization/business to submit this application on its behalf as an organizer. The information herein is complete and accurate.

ORGANIZER: NANCY WHITE _____
Print Name

Signature Date

Submit the completed application, along with required attachments to:

Marion County Planning Division
5155 Silverton Rd. NE, Salem
(503) 588-5038
email: planning@co.marion.or.us

Canterbury Renaissance Faire Public Safety Plan

The 14th annual Canterbury Renaissance Faire- July 20, 21, 27, 28, 2024- 10am to 6pm Saturday and Sunday only.

We will sell our tickets online. With an unadvertised ability to buy tickets at the gate. Our cap is planned at 5000 Patrons on the Faire site per day. We have yet to achieve that number.

The official address is 6518 Cascade Hwy Silverton. This is the renter's address and the address of the property. However, we are using the address of 6569 Valley View Rd. Silverton (as per Google) to keep the public away from the renter's house on the property. This also allows the cars to get off Hwy 213 for access.

Please refer to the site plan provided.

Parking will be in an approximately 9-acre field which is flat and clear with a slight slope. It is in grass seed now and will be harvested, baled, and cleared to the nubbin by July 13th. The parking will be handled by a professional event parking crew. The site map has the parking marked out with the dimensions given by the county parking and traffic control. This plan includes a handicapped parking area close to the entrance closer to the woods. There will be an alley all around the field and through the middle wide enough for cars to pass opposite of each other and for Fire and water truck access.

The parking company is:

Curtis Webb

Professional Event Services

218.556.0143

curtis@professionaleventservices.net

Last year we had some problems with traffic flow.

This year, parking on the field will be charged \$10. /Car to park.

We will offer FREE parking using the Silverton High and Middle Schools car park and my field at 6118 Mt Angel Hwy Silverton. It is 7+ acres of a flat and clear field in grass. We will have professional parking crews at all locations, and we will

run 3 shuttles with the opportunity to add another bus if necessary. The Shuttle company is:

LAURA SATRUM

Location Manager | First Student, Inc. | #12753

Phone: 503-874-6424 | Cell: 971-701-0255

807 Jefferson St. Silverton, OR 97381

firststudentinc.com

The shuttle bus will pull off Valley View onto the field at the Faire site to off and on load the people then go directly back to the road. This will keep the patrons off Valley View Rd. This is approved by the bus company.

The other 3 parking locations will not have access problems on the roads.

This plan will give us approx. 2250 places to park. From 9am-2pm is the biggest need for parking. After 2 pm, the patrons will come and go, which will allow for more parking.

The car access will be located off Valley View Rd. There will be no access to the Faire for the public on Hwy 213.

The participant parking will be to the southwest side of the tree grove by the public parking field. See site plan.

Site safety will be managed by a group of people called the Queen's Guard. It is made up of people who have previous site safety experience at Canterbury Faire and other Faires as well. The Captain of the Guard is Abigail Whitefahl. She has been with the Faire since its inception and knows the details. Her phone # is 503-572-0297. Her second in command is Kaine MacAoidh. We have 10 experienced people to cover security and safety. Abigail and her group will be on site from Wednesday July 16 to Monday July 22. They will return next Wednesday, July 24 through the next Monday July 29. They will be always patrolling through the night. We have not had any incidents in the last 13 years. We have never had any security or safety problems to date.

The jousting arena (80'x180') has a wood fence to keep people from going into the joust show arena. The people watching will be standing, sitting on wood benches or new wooden bleachers with shade cloth to protect them from the sun. We will have people making sure the visitors will not go near the knights or their horses during the show. The knights are a professional troupe with lots of experience.

Since it is a family event, we do not anticipate a lot of trouble, nor have we had trouble in the past.

We are offering an ale yard (Oberon's Tavern) which will be contained and monitored for minors, and they have their own certified security. Please contact Jordan McKay for the details of his Beer and wine area. Contact Jordan McKay at # 541-864-9822. He is based out of Eugene, OR. His OLCC license is not attached but available upon request. Oberon's, Jordan's tavern, has been used in many Fairs throughout the area with no incidents. This is his 13th year with us.

Only the participants will be allowed to camp on the grounds. There will be no drugs. There will be no pets loose in the area. And as stated, we have security at night.

Since it is a Renaissance Faire, people will wear swords and daggers as that is part of the garb. All weapons will be inspected and will be peace tied (tied down). The weapons will only be used for appearance's sake. Any visitor who draws any weapon for any reason will be promptly escorted from the Faire.

We have tried to have a no smoking event; however, we learned that people will smoke. So, to that end, we are providing onsite containers. They can smoke out of sight and in private. We have 2 smoking areas, both in the camping area. We will have sand containers for the butts. The ground will be cleared to dirt. 2 places will be provided on the Faire site apart from each other.

There will be 2 people for first aid on site during the hours of the Faire and after hours we have 2 adults designated to be available for first aid for the participants. We are offering free cups of water at the first aid booth and selling bottled water during the Faire hours. We also have 2 - 55 gallons water barrels providing free water filled with trucked in, potable water. The Silverton hospital is a few miles from the Faire grounds and the ambulance has a clear access to the Faire area.

We are offering 55 portable standard unit potties and 8 handicapped units. We have a wash basin at all of the unit groupings on site. Approx. 10 wash basins. We have a standing agreement with the portable toilet company to bring in more potties if needed. They will be cleaned daily. There is also a wastewater basin located at the food court as well.

For garbage waste, we have 2 large dumpsters That will be emptied after each weekend and several garbage cans throughout the Faire. The parking company will also be managing the solid garbage waste.

We want the people here to be safe and have fun!

If I have omitted something, please advise.

The land at 6518 Cascade Hwy is owned by Whitewind Woodland LLC Which is my company. Nancy White

Signed off for approval _____

Date _____

Canterbury Renaissance Faire Insurance

Canterbury Renaissance Faire- July 20, 21, 27, 28, 2024- 10am to 6pm Saturday and Sunday only.

Insurance carrier: Country Companies

This insurance gives us coverage for the whole year for land clearing and work before and after the event. My insurance will be renewed in June. I will send them to you as I get them. I will have my insurance agent, Nikka Martushev, contact you with the dates, docs, and timing plans. Just like last year.

The beer and wine merchant has his own insurance for his booth. Please contact Jordan McKay, business name is Oberon's, at 541-864-9822
Whitewind Productions LLC has been included in this insurance as an additional insured.

The Seattle Knights, the professional jousting troupe, has their own insurance. Whitewind Productions LLC has been included as an additional insured.

Marion County is also included on our insurance papers.

All of the food vendors are also insured for their booths.

Copies of the insurance papers can be made available.

Risk Management approval: _____

Date _____

Canterbury Renaissance Faire Fire Protection Plan

Canterbury Renaissance Faire- July 20, 21, 27, 28, 2024 - 10am to 6pm Saturday and Sunday only.

The village site has several entrances specifically for emergency vehicles.

Starting at the renter's driveway at 6518 Cascade Hwy, the emergency vehicles can enter there and continue all around the Faire parking, camping and the village. They can also enter the field on Valley View and there is a gate on Valley View Rd just past the parking field for emergency vehicles as well. Signs will be placed on Valley View Rd to mark the entrance.

A map will be submitted to the Silverton Fire Dept. for further knowledge with the fire dept.

There is a graveled driveway that goes around the village and is easily accessible for a fire truck and ambulance.

We will have a water truck. We have water tanks on a trailer parked just outside of the site holding over 700 gallons of water with a powerful pump for fire and dust control. That is what we used in the past successfully.

We also have access to the pump house for water at the renter's house area. Buckets of water can be made available on hand at the end of every other row around the parking areas if you deem necessary in case of fire. The grass will be mowed down to the ground and removed in hay bales.

We have tried to have a no smoking event; however, we learned that people will smoke. So, to that end, we are providing onsite containers. They can smoke out of sight and in private. We have 2 smoking areas, both in the camping area. We will have sand containers for the butts. The ground will be cleared to dirt. 2 places will be provided on the Faire site apart from each other.

We will provide the State fire Marshall rules to all of our vendors.

We have 2 artist blacksmiths who will have open flame that is contained. They are professionals and have 3 approved fire extinguishers and will have buckets of water on site. The tree limbs and leaves are higher than at the previous location. Well over 14'. We have had these same people demonstrating during previous years without incident.

The food vendors will be on bare ground and not in the trees. They are located on the far Southwest end of the Faire site.

I will provide the Silverton Fire District with a detailed map of emergency routes to and inside the Faire.

Silverton Fire Dept Approval:

Date _____

Canterbury Renaissance Faire Parking and Traffic Control Plan

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crew. The site map has the parking marked out with the dimensions given by the county parking and traffic control. This plan includes a handicapped parking area close to the entrance closer to the woods. There will be an alley all around the field and through the middle wide enough for cars to pass opposite of each other and for Fire and water truck access.

The parking company is:

Curtis Webb

Professional Event Services

218.556.0143

curtis@professionaleventservices.net

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This year, parking on the field will be charged \$10. /Car to park.

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LAURA SATRUM

Location Manager | First Student, Inc. | #12753

Phone: 503-874-6424 | Cell: 971-701-0255

807 Jefferson St. Silverton, OR 97381

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The car access will be located off Valley View Rd. There will be no access to the Faire for the public on Hwy 213.

The participant parking will be to the southwest side of the tree grove by the public parking field. See site plan.

Signed off for approval _____

Date _____

Canterbury Renaissance Faire Permit Posting

Canterbury Renaissance Faire- July 20, 21, 27, 28, 2024 - 10am to 6pm Saturday and Sunday only.

We plan to post the county permit on the ticket booth.

Inspection of Premises

We agree and consent to allow law enforcement, public health and fire control officers to come upon the premises for which the permit has been granted for the purpose of inspection and enforcement of the terms and conditions of the permit issued.

We agree to correct any deficiencies in compliance as soon as possible until we get it right.

Hours of Operation

The village hours will be 10 am to 6 pm on each day the Faire is opened.

Only Participants be camping in designated area around the village as well as in the village. There will be no loud noises from either of these sites between the hours of 10 pm and 9 am on the nights the Faire is open.

Enforcement

We plan to keep a reasonable count of persons and vehicles entering this gathering.

We plan on cleaning up all sites and returning them to their original or better condition than the way we found them within 72 hours after the end of the event.

Intoxicating Liquor

As per subsection 2 of Section 18 of the pertinent ordinance pertaining to mass gatherings, we will have a beer, wine, ale, and mead merchant who has his own insurance, licenses, and security. This area will be cordoned off from the village to control minors from gaining access and to keep all alcohol within the cordoned off area.

Illegal Drugs

There will be NO illegal drugs allowed on any of the sites included in the mass gathering permit. Those in possession of said drugs will be escorted out of the village immediately.

Noise Use and Control

The joust show will be using a pa system during their show. The show will be held for approx. 1 hour at 12pm and 4pm each day that Faire is open. The show is 1 hour each. There will be no other PA used.

General approval: _____

Date _____

State Health Rule and Medical Service Compliance

There will be 2 trained adults for first aid on site during the hours of the Faire and after hours we have 2 adults designated to be available for first aid for the participants. There is a well-marked first aid station with basic supplies located in the middle, to the west of the Faire site.

We are offering free cups of water at the first aid booth during the Faire hours. We also have 2 - 55 gallons water barrels providing free water filled with trucked in, potable water.

The Silverton hospital is a few miles from the Faire grounds and the ambulance has clear access to the Faire area.

We will have 55 portable standard unit potties and 8 handicapped units. We have a wash basin at all the potty unit groupings on site. Approx. 10 wash basins. We have a standing agreement with the portable toilet company to bring in more potties if needed. They will be cleaned daily. There is also a wastewater basin located at the food court as well.

For garbage waste, we have 2 large dumpsters That will be emptied after each weekend and several garbage cans throughout the Faire. The parking company will also be managing the solid garbage waste.

Each food vendor will complete a Marion County temporary restaurant license application and submit it to the County. Each food vendor will be responsible for following all health and food safety rules. Ice will be purchased by each food vendor as needed.

The food vendors will be ready for inspection.

All communications between department heads and site safety will be done via portable radios.

Signed for approval: _____

Date: _____

If there are any questions, changes, or comments please contact us. We want to comply with all of the Marion County rules and ordinances.

Nancy White
503-873-3273 home
503-910-3553 cell
canterburyfaire@gmail.com