

Development Review Committee is represented by the City of Chehalis:  
Building and Planning | Engineering | Public Works | Fire Department | Police Department | Airport

# Development Review Committee Agenda

Chehalis Building and Planning Department

May 22, 2024, at 9 A.M.

Meeting Location: Chehalis Airport Conference Room

**9:00 AM ST-24-0016;** 3034 Jackson Highway

Site Plan Review for 3034 Jackson Highway Duplexes at Lewis County Parcel 017840015003 zoned R-1 – Single-Family, Low Density on approximately 1.24 acres.

**9:30 AM SE-24-010;** Special Event Permit at 900 Airport Road

Airport sponsored Swap Meet/Garage Sale Fundraiser.

**10:00 AM SE-24-011;** Special Event Permit for WF West Class of 2024 Senior Cruise

Student cruise from WF West High School to Bethel Church on June 2<sup>nd</sup>, 2024

**10:30 AM SE-24-012;** Special Event Permit for the Flying Saucer Parade

Lewis County Historical Museum is hosting a short parade in conjunction with the Chehalis Flying Saucer Party beginning at NW Prindle Street and ending at the parking lot of the Lewis County Historical Museum.

**11:00 AM SE-24-013;** Special Event Permit for Farewell Event at Chehalis/Centralia Airport

Douglas World Cruiser Farewell Event hosted at the airport.

**11:30 AM Interdepartmental staff meeting.**

Join Zoom Meeting

<https://us06web.zoom.us/j/83910241095?pwd=dUIlYm0rTkt6SHZCZjkxUTRlVDBUUT09>

# Directions to Development Review Committee

Chehalis Airport Conference Room



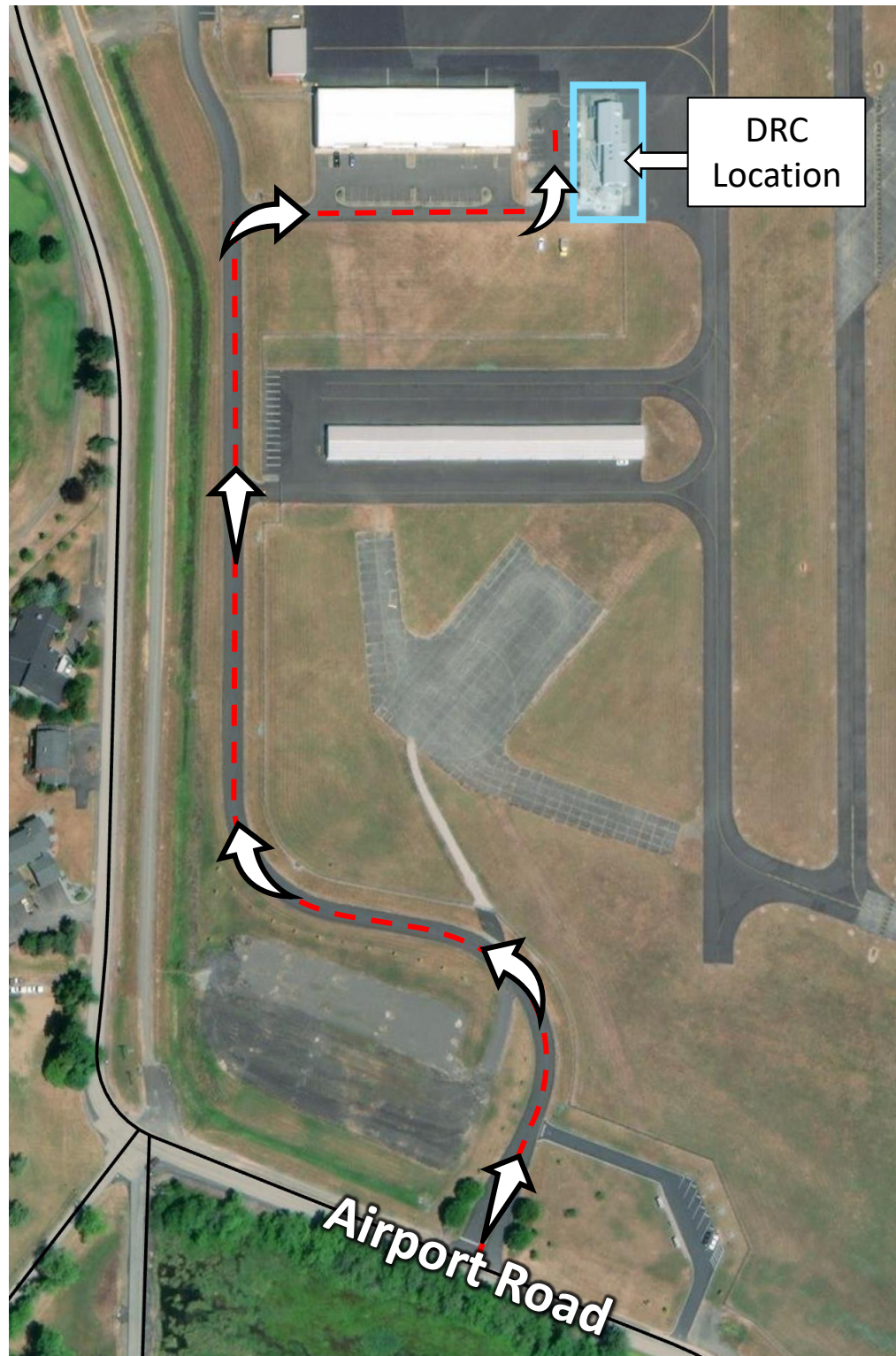
Coordinates:

(46.672787, -122.984924)

or

46° 40' 22.0332" N

122° 59' 5.7264" W





**Return your permit application to Community Development Department**  
 1321 S Market Blvd. Chehalis, WA 98532  
 (360) 345-2229  
[www.ci.chehalis.wa.us](http://www.ci.chehalis.wa.us) email: [comdev@ci.chehalis.wa.us](mailto:comdev@ci.chehalis.wa.us)

Job address: 3034 Jackson Hwy

Parcel #: 017840015003

**Applicant/Contact person**

Name: Kevin Hubbard

Mailing address: PO Box 1125

City, State, and Zip: Chehalis, WA 98532

Phone #: 360 880 7851 Email: (required) 360 880 7851

**Contractor/Engineer/Surveyor**

Contact Name: Nick Taylor

Company/Firm Name: Iris Group

Mailing address: 299 N Market Blvd

City, State, and Zip: Chehalis, WA 98532

Phone #: 360 890 8955 Email: (required) ntaylor@irisgroupconsulting.com

Contractor's L&I #:

Project Description: (Create a project narrative on a separate page if there is not enough room to completely describe your project below.)

3 proposed duplexes.

Current market value of proposed work: \$1.5 M  
 (Fair market labor and materials)

Only the plan(s) submitted will be reviewed for compliance with applicable codes. By signing below, you grant permission for any City of Chehalis employee the right to access and remain on the property for the purpose of review and approval of this proposal and to conduct inspections related to this proposal.

Signature: 	Date: <u>4/14/2024</u>
--	------------------------

Print Name: Nick Taylor

*Office use only*

Received by: _____	Date Received: _____
Parcel #: _____	
Permit #: _____	
Zoning: _____	
Flood Zone:    yes    no    Zone Classification: _____	

# IRISGROUP

*civil engineers*

299 N Market Blvd  
Chehalis, WA 98532

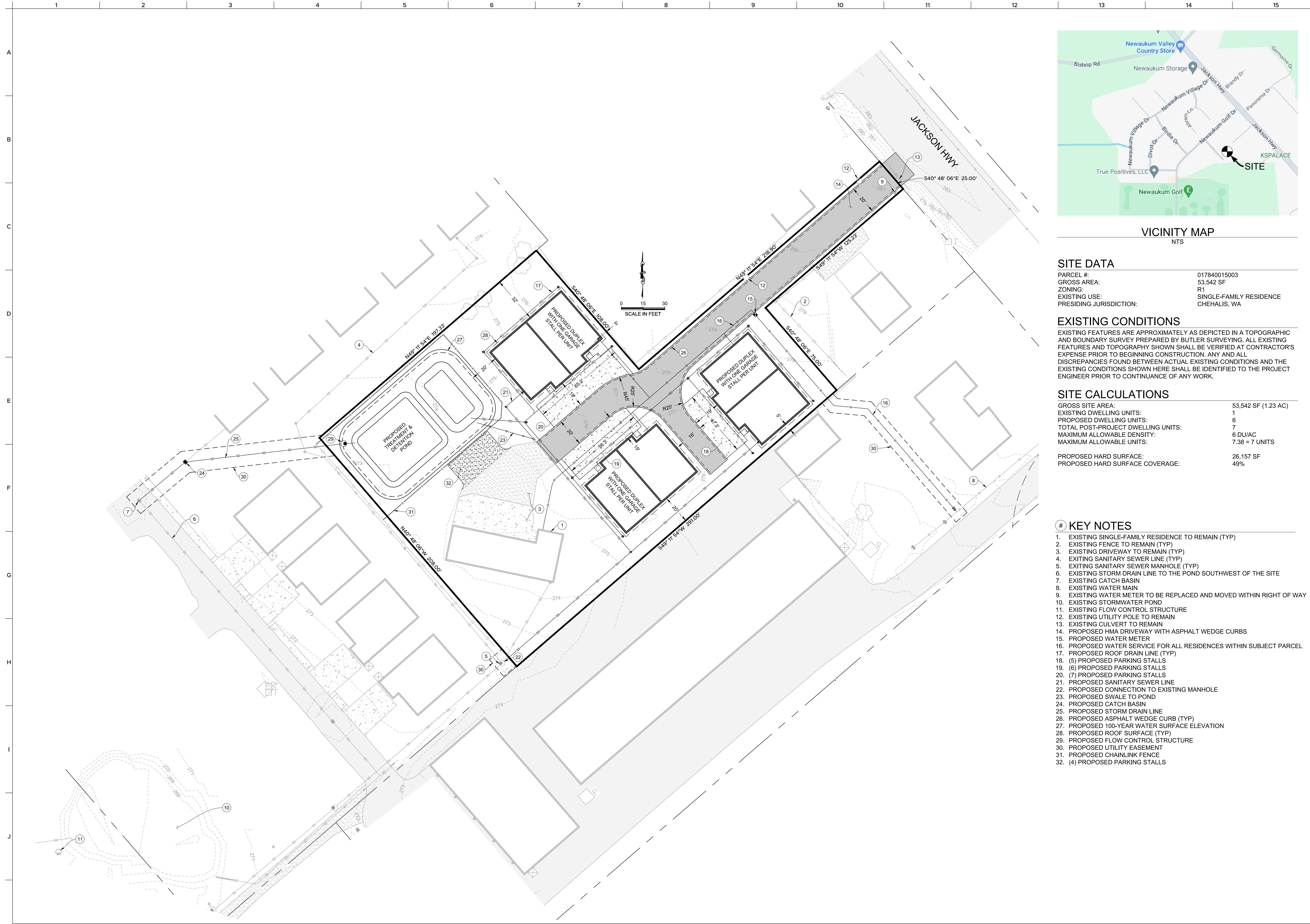
4/14/2024

Re: **Narrative for Duplex Development**  
Lewis County Tax Parcel #017840015003

Site: 1.23 acres in the R1 zone with one existing single-family residence to remain. The site slopes to the Southwest and is relatively flat.

Proposed: (3) duplexes with water and sewer service from the City of Chehalis. Water will be provided to the site through a single meter that will serve 7 dwelling units from Jackson Hwy. Sewer will be connected to an existing sewer manhole at the southern corner of the site. Power will be provided by the Lewis County PUD. Stormwater will be captured and then treated/detained at a proposed onsite pond, which will be fitted with a flow control structure that will outlet to an existing catch basin at the southwesterly adjacent parcel, which flows to an existing pond on the southwesterly adjacent parcel and TPN 017864261000. The proposed duplexes will have one garage parking stall per unit, and two or more driveway parking stalls. Proposed hard surface coverage is 48%.

FILE NAME: Z:\P\KH201\CAD\Sheets\KH201\_SPR\_Plan.dwg DATE/TIME: 4/15/2024 6:56:14 AM



VICINITY MAP  
NTS

**SITE DATA**

PARCEL #:	017840015003
GROSS AREA:	53,542 SF
ZONING:	R1
EXISTING USE:	SINGLE-FAMILY RESIDENCE
PRESIDING JURISDICTION:	CHEHALIS, WA

**EXISTING CONDITIONS**

EXISTING FEATURES ARE APPROXIMATELY AS DEPICTED IN A TOPOGRAPHIC AND BOUNDARY SURVEY PREPARED BY BUTLER SURVEYING. ALL EXISTING FEATURES AND TOPOGRAPHY SHOWN SHALL BE VERIFIED AT CONTRACTOR'S EXPENSE PRIOR TO BEGINNING CONSTRUCTION. ANY AND ALL DISCREPANCIES FOUND BETWEEN ACTUAL EXISTING CONDITIONS AND THE EXISTING CONDITIONS SHOWN HERE SHALL BE IDENTIFIED TO THE PROJECT ENGINEER PRIOR TO CONTINUANCE OF ANY WORK.

**SITE CALCULATIONS**

GROSS SITE AREA:	53,542 SF (1.23 AC)
EXISTING DWELLING UNITS:	1
PROPOSED DWELLING UNITS:	6
TOTAL POST-PROJECT DWELLING UNITS:	7
MAXIMUM ALLOWABLE DENSITY:	6 DU/AC
MAXIMUM ALLOWABLE UNITS:	7.38 = 7 UNITS
PROPOSED HARD SURFACE:	26,157 SF
PROPOSED HARD SURFACE COVERAGE:	49%

**# KEY NOTES**

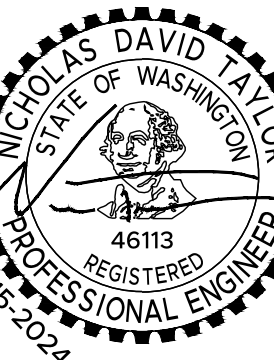
- EXISTING SINGLE-FAMILY RESIDENCE TO REMAIN (TYP)
- EXISTING FENCE TO REMAIN (TYP)
- EXISTING DRIVEWAY TO REMAIN (TYP)
- EXISTING SANITARY SEWER LINE (TYP)
- EXISTING SANITARY SEWER MANHOLE (TYP)
- EXISTING STORM DRAIN LINE TO THE POND SOUTHWEST OF THE SITE
- EXISTING CATCH BASIN
- EXISTING WATER MAIN
- EXISTING WATER METER TO BE REPLACED AND MOVED WITHIN RIGHT OF WAY
- EXISTING STORMWATER POND
- EXISTING FLOW CONTROL STRUCTURE
- EXISTING UTILITY POLE TO REMAIN
- EXISTING CULVERT TO REMAIN
- PROPOSED HMA DRIVEWAY WITH ASPHALT WEDGE CURBS
- PROPOSED WATER METER
- PROPOSED WATER SERVICE FOR ALL RESIDENCES WITHIN SUBJECT PARCEL
- PROPOSED ROOF DRAIN LINE (TYP)
- (5) PROPOSED PARKING STALLS
- (6) PROPOSED PARKING STALLS
- (7) PROPOSED PARKING STALLS
- PROPOSED SANITARY SEWER LINE
- PROPOSED CONNECTION TO EXISTING MANHOLE
- PROPOSED SWALE TO POND
- PROPOSED CATCH BASIN
- PROPOSED STORM DRAIN LINE
- PROPOSED ASPHALT WEDGE CURB (TYP)
- PROPOSED 100-YEAR WATER SURFACE ELEVATION
- PROPOSED ROOF SURFACE (TYP)
- PROPOSED FLOW CONTROL STRUCTURE
- PROPOSED UTILITY EASEMENT
- PROPOSED CHAINLINK FENCE
- (4) PROPOSED PARKING STALLS

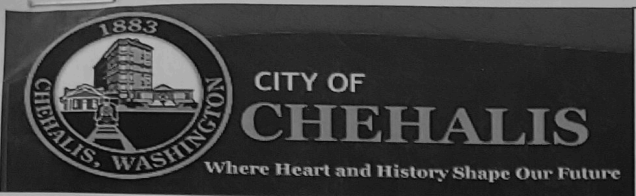
HUBBARD  
PROPOSED DUPLEX  
DEVELOPMENT  
LEWIS COUNTY TPN 017840015003

SITE PLAN

PROJ. NO.:	KH201
REVIEWED BY:	NDT
DESIGNED BY:	NDT
DRAWN BY:	RCB
DATE:	04-15-2024

Know what's BELOW  
Call 811 before you dig.





Community Development Department  
1321 S Market Blvd. Chehalis, WA 98532  
(360) 345-2229 / Fax: (360) 345-1039  
www.ci.chehalis.wa.us email: comdev@ci.chehalis.wa.us

### SPECIAL EVENT APPLICATION

submit at least 28 days in advance of proposed event

#### Will your event take place on City owned property or in the street?

No  Yes if yes, insurance is required to be submitted along with the application. (See page 3)  
\*\*\*\*\*Please note: Incomplete applications are not accepted \*\*\*\*\*

Please check the event type:

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Athletic Event  | <input type="checkbox"/> Street Event |
| <input type="checkbox"/> Noise Permit  | <input type="checkbox"/> Park Event   |
| <input type="checkbox"/> Car Show  | <input type="checkbox"/> Parade       |
| <input checked="" type="checkbox"/> Other <u>Swapmeet / garage sale fundraiser</u> |                                       |

Name of Applicant/Organization: EAA Chapter 609

Location of event: KCLS Airport

Person in Charge: Jeri Mainero Address: 6733 Curtis Hill Rd Chehalis

Phone Number: Daytime: 907-539-1980 Work: - Email: (required) letsfly609@yahoo.com

Additional Authorized Individuals: \_\_\_\_\_

Phone Number: Daytime: \_\_\_\_\_ Work: \_\_\_\_\_ Email: (required) \_\_\_\_\_

Emergency Contact: Scoter Mainero

Phone Number: Daytime: 907-331-8389 Work: \_\_\_\_\_ Email: (required) N47855fox@yahoo.com

Type of Activity Planned (describe event): aviation swapmeet / garage sale fundraiser

Will participants pay a fee or donate? (Please circle) YES NO

Are you a non-profit organization? (Please circle) YES NO If yes, please provide your EIN (tax) number.  
91-1540786

Will City of Chehalis services be requested for:

- |   |   |
|---|---|
| <input type="checkbox"/> Street Closure     | <input type="checkbox"/> Sidewalk Closure     |
| <input type="checkbox"/> Security           | <input type="checkbox"/> Equipment            |
| <input type="checkbox"/> Garbage Collection | <input type="checkbox"/> Parking Restrictions |
| <input type="checkbox"/> EMS                | <input type="checkbox"/> Other _____          |

NONE

Date(s) of Proposed Event: Sat June 1

Hours of Operation: 8am - 5pm

Set-up Date/Time: Sat June 1 7am

Dismantling Date/Time: SAT June 1 5pm

Number of Staff/Volunteers: 10

Estimated Number of Participants: 200

LOCATION/STREET(S) INVOLVED (describe area involved in event, attach map/route plan):  
grassfield south of airport terminal

**Special Considerations - (Additional permits and/or licenses may be required) - Will there be:**

Amplified sound? (Please circle) YES  NO

Alcohol? (Please circle) YES  NO

Animals? (Please circle) YES  NO  number animals \_\_\_\_\_  
Types of animals listed here.

Booths/Commercial Vendors: (Please circle) YES  NO  If yes, be sure to show them on your site plan.  
Each vendor is required to have a current City of Chehalis business license.

Cooking/Food Service: (Please circle) YES  NO  BBA grill provided by airport

Fire/Fireworks/Pyrotechnics: (Please circle) YES  NO

Inflatables or Amusement Rides: (Please circle) YES  NO

Mechanical Rides: (Please circle) YES  NO

Portable Restrooms: (Please circle) YES  NO  If yes, be sure to show them on your site plan.  
A portion of the restroom facilities must meet ADA requirements.

Dumpsters: (Please circle) YES  NO  If yes, be sure to show them on your site plan.

Signs: (Please circle) YES  NO  If yes, be sure to show them on our site plan.

Stage: (Please circle) YES  NO  If yes, be sure to show it on your site plan.

Other special considerations: \_\_\_\_\_

List any special signs/barricades/cones requested to be supplied by the City of Chehalis. There is no guarantee that the city will be able to provide.

NONE

**Public Relations:** Please state what efforts, if any, have occurred, or you intend to make, to notify residents or businesses that will likely be affected by your event. If permit is granted it will be the responsibility of event organizers to alert those likely to be impacted. (i.e., street closures, no parking zones, noise, etc.)

Airport will notify hangar renters that will be affected.

**INSURANCE** – The City of Chehalis does not maintain insurance that will respond to claims against the applicant in connection with the permitted event by the applicant, its members, or those attending the event. Depending on the type of event you are planning, and the activity and risk level of your group, you may be required to obtain liability insurance in accordance with the City of Chehalis policy, name the City of Chehalis as an **additional insured** on the policy, and be responsible for providing proof of such insurance. If your event will take place on City of Chehalis property or on City streets, you are required to provide proof of insurance. Insurance coverage shall be at a minimum of \$1,000,000 per occurrence and \$2,000,000 general aggregate.

**HOLD HARMLESS** –Applicant/Permittee/User shall defend, indemnify and hold harmless the City of Chehalis, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the acts or omissions of the Applicant/Permittee/User, its employees, volunteers, representatives or vendors, or from any activity, work or thing done, permitted, or suffered by Applicant/Permittee/User, related to the permitted activity, except only such injury or damage as shall have been occasioned by the sole negligence of the City of Chehalis.

Have you included: a site plan or route plan? *yes*

A traffic control plan? *N/A*

Brochures, posters, flyers, or other advertising for this event? *on FB & email*

A copy of your insurance naming the City as co-covered, if applicable? *yes*

By signing below, the applicant certifies that they are at least 21 years old and an authorized representative of the event. Signer also verifies that they have read and understand all information contained within the application and understands that the event may not take place until authorized by the City.

Signature of Applicant: \_\_\_\_\_

Date: *4-23-24*

Organization/Title: \_\_\_\_\_

*EAA Chapter 609 President*

If nonprofit, EIN number: \_\_\_\_\_

*91-1540786*



HARBOR FREIGHT

Aircraft Repair

NW Airport Rd

garage sale fundraiser

Chehalis Collision Center

X Sign

Chehalis-Centralia Airport

NW Florida Ave

NW Louisiana Ave

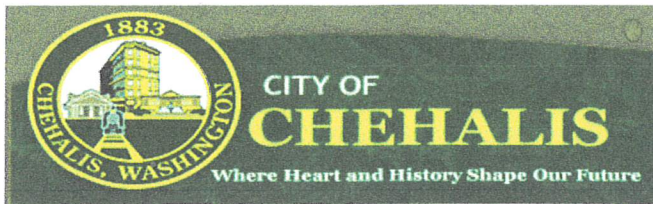
NW Maryland Ave

Sign X

NW Airport Rd

NW Louisiana Ave

Google



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### SPECIAL EVENT APPLICATION

submit at least 28 days in advance of proposed event

#### Will your event take place on City owned property or in the street?

No  Yes if yes, insurance is required to be submitted *along with the application.* (See page 3)

\*\*\*\*\*Please note: Incomplete applications are not accepted \*\*\*\*\*

*insurance to be provided by parent group pending approval.*

Please check the event type:

- Athletic Event
- Noise Permit
- Car Show
- Other Senior Cruise
- Street Event
- Park Event
- Parade

Name of Applicant/Organization: Parents of WF West Class of 2024

Location of event: WF West High School to Bethel Church

Person in Charge: Smokey Padgett Address: 131 Bear View Dr. Chehalis

Phone Number: Daytime: (360) 219-7144 Work: 740-3372 Email: (required) spadgett273@gmail.com

Additional Authorized Individuals: Brenda Padgett

Phone Number: Daytime: (360) 219-7143 Work: 978-441-875 Email: (required) brenpadgett@gmail.com

Emergency Contact: Smokey Padgett

Phone Number: Daytime: 219-7144 Work: 740-3372 Email: (required) spadgett273@gmail.com

Type of Activity Planned (describe event): Class of 2024 graduates will drive from WF West High School to Bethel Church.

Will participants pay a fee or donate? (Please circle) YES  NO

Are you a non-profit organization? (Please circle) YES  NO  If yes, please provide your EIN (tax) number.

Will City of Chehalis services be requested for:

- Street Closure
- Security
- Garbage Collection
- EMS
- Sidewalk Closure
- Equipment
- Parking Restrictions
- Other \_\_\_\_\_

Date(s) of Proposed Event: June 2nd, 2024

Hours of Operation: leaving WF West @ 3:00 pm

Set-up Date/Time: n/A

Dismantling Date/Time: n/A

Number of Staff/Volunteers: 10

Estimated Number of Participants: 150 approximately

LOCATION/STREET(S) INVOLVED (describe area involved in event, attach map/route plan):

SW 18th street to snirely to SW 20th st. Route map attached. Assistance from Chehalis Pd and/or Public works to close off 18th st with traffic control at snirely and 19th and snirely and 20th. 18th st. closed to thru traffic from

Special Considerations - (Additional permits and/or licenses may be required) - Will there be: 2:45-3:15

Amplified sound? (Please circle) YES  NO

Alcohol? (Please circle) YES  NO

Animals? (Please circle) YES  number animals \_\_\_\_\_  
Types of animals listed here.

Booths/Commercial Vendors: (Please circle) YES  NO If yes, be sure to show them on your site plan.  
Each vendor is required to have a current City of Chehalis business license.

Cooking/Food Service: (Please circle) YES  NO

Fire/Fireworks/Pyrotechnics: (Please circle) YES  NO

Inflatables or Amusement Rides: (Please circle) YES  NO

Mechanical Rides: (Please circle) YES  NO

Portable Restrooms: (Please circle) YES  NO If yes, be sure to show them on your site plan.  
A portion of the restroom facilities must meet ADA requirements.

Dumpsters: (Please circle) YES  NO If yes, be sure to show them on your site plan.

Signs: (Please circle) YES  NO If yes, be sure to show them on our site plan.

Stage: (Please circle) YES  NO If yes, be sure to show it on your site plan.

Other special considerations: \_\_\_\_\_

List any special signs/barricades/cones requested to be supplied by the City of Chehalis. There is no guarantee that the city will be able to provide.

Cones or barricades at 19<sup>th</sup> and snively

**Public Relations:** Please state what efforts, if any, have occurred, or you intend to make, to notify residents or businesses that will likely be affected by your event. If permit is granted it will be the responsibility of event organizers to alert those likely to be impacted. (i.e., street closures, no parking zones, noise, etc.)

n/A

**INSURANCE** – The City of Chehalis does not maintain insurance that will respond to claims against the applicant in connection with the permitted event by the applicant, its members, or those attending the event. Depending on the type of event you are planning, and the activity and risk level of your group, you may be required to obtain liability insurance in accordance with the City of Chehalis policy, name the City of Chehalis as an **additional insured** on the policy, and be responsible for providing proof of such insurance. If your event will take place on City of Chehalis property or on City streets, you are required to provide proof of insurance. Insurance coverage shall be at a minimum of \$1,000,000 per occurrence and \$2,000,000 general aggregate.

**HOLD HARMLESS** –Applicant/Permittee/User shall defend, indemnify and hold harmless the City of Chehalis, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the acts or omissions of the Applicant/Permittee/User, its employees, volunteers, representatives or vendors, or from any activity, work or thing done, permitted, or suffered by Applicant/Permittee/User, related to the permitted activity, except only such injury or damage as shall have been occasioned by the sole negligence of the City of Chehalis.

Have you included: a site plan or route plan?

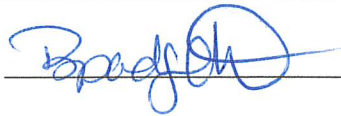
A traffic control plan?

Brochures, posters, flyers, or other advertising for this event?

A copy of your insurance naming the City as co-covered, if applicable?

By signing below, the applicant certifies that they are at least 21 years old and an authorized representative of the event. Signer also verifies that they have read and understand all information contained within the application and understands that the event may not take place until authorized by the City.

Signature of Applicant:



Date:

4/22/2024

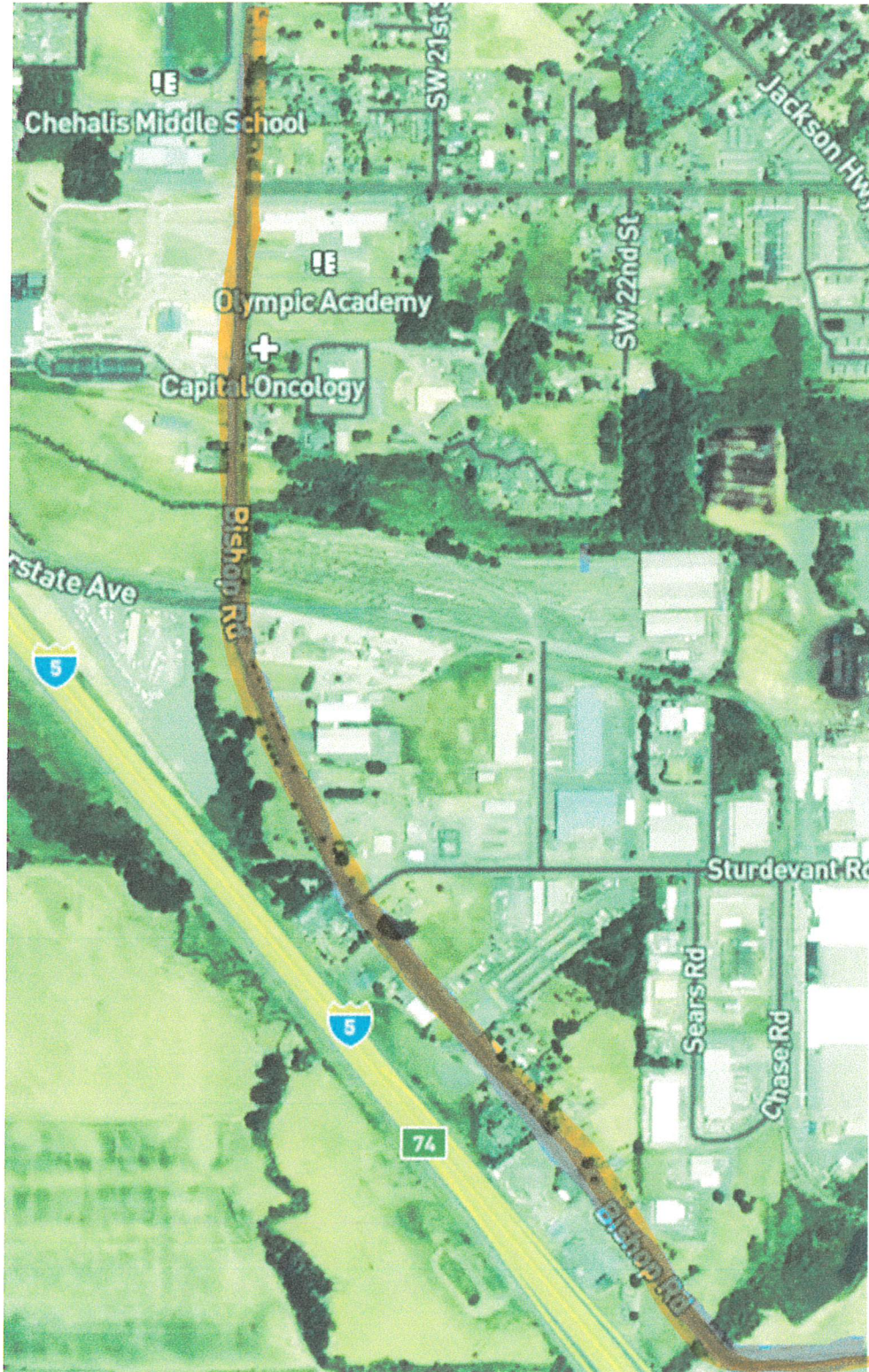
Organization/Title:

Parents of WF West Class of 2024

If nonprofit, EIN number:

n/A

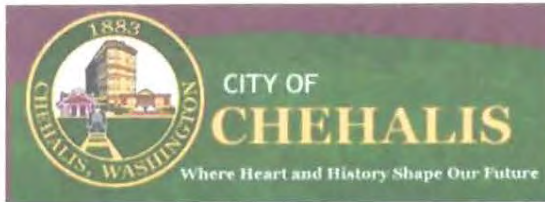












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## SPECIAL EVENT APPLICATION

submit at least 28 days in advance of proposed event

### Will your event take place on City owned property?

**No**  **Yes** if yes, insurance is required to be submitted *along with the application*.

\*\*\*\*\*Please note: Incomplete applications not accepted \*\*\*\*\*

**INSURANCE** – The City of Chehalis does not maintain insurance that will respond to claims against the applicant in connection with the permitted event by the applicant, its members, or those attending the event. Depending on the type of event you are planning, and the activity and risk level of your group, you may be required to obtain liability insurance in accordance with the City of Chehalis policy, name the City of Chehalis as an **additional insured** on the policy, and be responsible for providing proof of such insurance. If your event will take place on City of Chehalis property, you are required to provide proof of insurance. Insurance coverage shall be at a minimum of \$1,000,000 per occurrence and \$2,000,000 general aggregate. Acceptable forms: **CG 20 26** or **CG 20 12**.

Please check the event type:

- |  |   |
|--|---|
| <input type="checkbox"/> <b>Athletic Event</b> | <input type="checkbox"/> <b>Street Event</b>      |
| <input type="checkbox"/> <b>Noise Permit</b>   | <input type="checkbox"/> <b>Park Event</b>        |
| <input type="checkbox"/> <b>Car Show</b>       | <input checked="" type="checkbox"/> <b>Parade</b> |
| <input type="checkbox"/> <b>Other</b> _____    |   |

Name of Applicant/Organization: Lewis County Historical Museum

Location of event: Front Way from NW Prindle St. to NW Pacific Ave.

Person in Charge: Jason Mattson Address: 599 NW Front Way

Phone Number: Daytime: 3 6 0 - 7 4 8 - 0 8 3 1 \_Work:360-748-0831 Email: director@lewiscountymuseum.org

Additional Authorized Individuals: Peter Lahmann

Phone Number: Daytime: (360)870-0706 Work: (360)748-0831 Email: plahmann@gmail.com

Emergency Contact: Steven Garrett

Phone Number: Daytime: ( 3 6 0 ) 3 8 8 - 8 5 7 7 Work: (360)748-0831 Email: backquackers@yahoo.com

Type of Activity Planned (describe event): A short parade in conjunction with the Chehalis Flying Saucer Party. This event will people mostly people and possibly small pets. I twill begin at NW Prindle St and end at the parking lot of the Lewis County Historical Museum.

Is this an event involving political or religious activity intended primarily for the communication or expression of ideas? (Please circle) YES   **NO**

Will participants pay a fee or make a donation? (Please circle) YES   **NO**

Will City of Chehalis services be requested for:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> <b>Street Closure</b> | <input type="checkbox"/> <b>Sidewalk Closure</b>     |
| <input type="checkbox"/> <b>Security</b>                  | <input type="checkbox"/> <b>Equipment</b>            |
| <input type="checkbox"/> <b>Garbage Collection</b>        | <input type="checkbox"/> <b>Parking Restrictions</b> |
| <input type="checkbox"/> <b>EMS</b>                       | <input type="checkbox"/> <b>Other</b> _____          |

Date(s) of Proposed Event: Saturday September 14, 2024

Hours of Operation: 11:30am-1:15pm

Set-up Date/Time: September 14, 2024- 11:00am

Dismantling Date/Time: September 14, 2024- 1:15 pm-1:45 pm

Number of Staff/Volunteers: 12

Estimated Number of Participants: 50

LOCATION/STREET(S) INVOLVED (describe area involved in event, attach map/route plan):

The parade would start at the south end of NW Front St and end at the Lewis County Historical Museum parking lot. This will be more of a people and pets only parade, so there will not likely be any floats. If there are, they will be smaller sized. The only road closures would be each end of NW Front St and the West end of NW Park St and the adjoining parking lots.

**Special Considerations - (Additional permits and/or licenses may be required) - Will there be:**

Amplified sound? (Please circle) YES  NO

Alcohol? (Please circle) YES  NO

Animals? (Please circle)  YES  NO number- Unknown species-Dog

Booths/Commercial Vendors: (Please circle) YES  NO

Each vendor is required to have a current City of Chehalis business

license. Cooking/Food Service: (Please circle) YES  NO

Fire/Fireworks/Pyrotechnics: (Please circle) YES  NO

Inflatables or Amusement Rides: (Please circle) YES  NO

Mechanical Rides: (Please circle) YES  NO

Portable Restrooms. (Please circle) YES  NO How many? \_\_\_\_\_ Some restrooms must meet ADA requirements.

Dumpsters: (Please circle) YES  NO How many and where? \_\_\_\_\_

Signs: (Please circle)  YES  NO

Stage: (Please circle) YES  NO

Other special considerations: This is a separate event permit for parade portion of the Chehalis Flying Saucer Party which will also be on Saturday September 14,2024.

List any special signs/barricades/cones requested to be supplied by the City of Chehalis. There is no guarantee that the city will be able to provide.

Six (two for each) "ROAD CLOSED" signs would be needed for NW Prindle St, NW Park St, and NW Front St.

**\*\*\*ATTACH COPY OF SAFETY PLAN TO THIS APPLICATION\*\*\***

\*\*\*\*\*  
**Public Relations:** Please state what efforts, if any, have occurred, or you intend to make, to notify residents or businesses that will likely be affected by your event. If permit is granted it will be the responsibility of event organizers to alert those likely to be impacted. (i.e. street closures, no parking zones, noise, etc.)  
If the permit is granted, each business that could be affected by the road closure or parking limitations will be notified as soon as possible.

**ATTACH COPIES OF BROCHURES, POSTERS, FLYERS, OR MAILINGS ADVERTISING THIS EVENT**

**INSURANCE** -- The City of Chehalis does not maintain insurance that will respond to claims against the applicant in connection with the permitted event by the applicant, its members, or those attending the event. Depending on the type of event you are planning, and the activity and risk level of your group, you may be required to obtain liability insurance in accordance with the City of Chehalis policy, name the City of Chehalis as an **additional insured** on the policy, and be responsible for providing proof of such insurance. If your event will take place on City of Chehalis property, you are required to provide proof of insurance. Acceptable forms: **CG 20 26** or **CG 20 12**. Insurance coverage shall be at a minimum of \$1,000,000 per occurrence and \$2,000,000 general aggregate.

**HOLD HARMLESS** -Applicant/Permittee/User shall defer, indemnify and hold harmless the City of Chehalis, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the acts or omissions of the Applicant/Permittee/User, its employees, volunteers, representatives or vendors, or from any activity, work or thing done, permitted, or suffered by Applicant/Permittee/User, related to the permitted activity, except only such injury or damage as shall have been occasioned by the sole negligence of the City of Chehalis.

Signature of Applicant: Jason Mathon Date: 5/2/2024

Organization/Title: Lewis County Historical Museum – Executive Director

**OFFICE USE ONLY:**

Date Received: \_\_\_\_\_ By: \_\_\_\_\_ Date approved/denied \_\_\_\_\_  
DRC Reviewed: \_\_\_\_\_ Reason for denial \_\_\_\_\_  
Parcel #: \_\_\_\_\_  
Permit #: \_\_\_\_\_

## PARADE SAFETY PLAN

9/14/2024

### Lewis County Historical Museum

- Barricades on the north and south end of NW Front Way, NW Park St, and the parking lot behind The Shire will keep automobile traffic from entering the parade zone.
- Volunteers will be alert for any emergency situations and be in contact with 911 if there is any need for emergency assistance.
- The parade will be kept at a slow pace.

Finish

Lewis County  
Historical Museum

Royal Sushi  
& Teriyaki

Pema Nail

Mackinaw's

Billie's Designer  
Fabrics

Sweet Inspirations

Stout Coffee House

Totally Pawsome

The Shire  
Bar & Bistro

Visiting Nurses  
Thrift Store

Southwest Washing  
Dance Center

Parade route

Road closure

NW Park St

Chehalis Deli

Chehalis Barb  
and Company

Garbe's

Staging area

Start

NW Prindle St

Somsiri Thai

County  
services

