

ATTACHMENT B MASS GATHERING PERMIT APPLICATION

APPLICATION FOR MASS GATHERING PERMIT	Date Received: Issue Date:
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This Mass Gathering Permit Application shall be the approved form and shall be fully completed to be considered. Please identify all aspects of an event held in Boise County, as this will further aid in developing an Operating Plan for an event. Depending on the size of your event, some items may not apply. Attach additional pages, if necessary to complete the information.

Due to the size and nature of the mass gathering event, the Mass Gathering Coordinator may reasonably require additional resources as required in this application to comply with the purposes of the Boise County Mass Gathering Permit.

Section I - GENERAL INFORMATION

- A. On site agent name: Joy Donathan (Race Director)
 - i. Phone number: 208-866-3944
 - ii. Email address: robiesailtoads@gmail.com

- B. Dates: April 18, 2026

- C. Name & description of mass gathering event: Race to Robie Creek®
Half marathon run/walk community event starting in Boise City and finishing in Robie Creek Park. All proceeds from the event are donated to charities.

- D. Location: Rocky Canyon Road, Robie Creek/Clear Creek Road, Robie Creek Park, and Robie Creek Boat Ramp.
 - i. Attach Map with following depictions: Yes
 - 1. Area that attendees of the mass gathering event will occupy;
 - 2. Access routes and width of each;
 - 3. If street event or rally, course of the mass gathering event;
 - 4. Location of garbage containers;
 - 5. Location of each toilet unit and shower unit;
 - 6. Location of each food vendor;
 - 7. Fire lanes;
 - 8. Escape lanes;
 - 9. Location to store cleared fuel ladders and ground fuel; and
 - 10. If using flaggers, intersections at which flaggers will be stationed.

- E. Size of footprint needed for mass gathering event.
 - i. For stationary event, number of acres needed: Robie Creek Park and Boat Ramp.

- ii. For street event, number of miles needed: Rocky Canyon Road and Robie Creek/Clear Creek Road from Rocky Canyon to Hwy 21.
- F. Planned number of participants (minimum and maximum): 1,900 to 2,900
- G. Number of spectators anticipated (minimum and maximum): 300 to 800
- H. Tickets sold: Yes
 - i. Tickets sold are not to exceed planned number of participants and spectators.
- I. Duration of event (including pre/post event set-up days): April 17-18, 2026
- J. Overnight area needed: Yes
 - i. If yes, describe: we begin setting up the finish area on the afternoon before the race (April 17, 2026). There will be some flagging and vehicles left overnight near the pullouts at the entrance of Robie Creek Park and possibly at the Robie Creek Boat Ramp.
- K. After hour activities for multiple-day mass gathering event (music, food, etc.):
All planned activities (music, food, announcer) will be between noon and approximately 6:00 p.m. on April 18, 2026.
- L. Notification of landowners on parcels immediately adjacent to stationary event: Yes
-Letters are sent to landowners adjacent to Robie Creek Park.
- M. Insurance.
If mass gathering event is not a rally or spontaneous event as defined by the Boise County Mass Gathering Ordinance, the applicant shall provide an insurance certificate (attach to this application) underwritten by an insurance company licensed to do business in the State of Idaho, in an amount of one million dollars (\$1,000,000) per single claimant and incident, and two million dollars (\$2,000,000) for all claimants arising from a single incident. The insurance policy shall indemnify and hold harmless Boise County, or any of its agents, officers, servants, and employees from any liability or causes of action related to the mass gathering event. The insurance certificate shall include the policy start and end dates.
- N. List of permits required and coordination or cooperating agreements (attach executed copies): Boise County Mass Gathering Permit, Boise County Liquor Catering permit, ISP Non-Profit Event Beer License, US Army Corps Special Use Permit, BLM Special Use Permit, Ada County Ambulance Contract for Services, and Central District Health. US Army Corps and BLM have communicated their approval of our event on their properties, but we don't have a written copy of the permits yet. The other contracts/permits have all been applied for and are awaiting approvals or are attached.
 - 0. Food or beverages to be provided for sale: No
*We provide food and beverages, but not for sale.

- i. If yes to 0., is food or beverage included in price of admission: Yes
- ii. If yes to 0., list of agreements with vendors/caterers (attach copies): Our food vendor is Life's Kitchen, our beer is donated by Hayden Beverage and St. Agony Brewing, other beverages (soda/Gatorade/water) are donated by Pepsi, and chocolate milk is donated by Meadow Gold Dairy. We don't have written agreements with the vendors or caterers. Central District Health has notification of our event and of all of our food/beverage vendors, and has approved.
- iii. Alcohol for sale: No
*We provide beer to attendees who are over 21, but not for sale.
- iv. If yes to iii., vendor obtained State & local permits: We have received a 1-Day License from ISP Alcohol Beverage Control and applied for a Boise County Liquor Catering Permit.
- iv. If yes to iii., list of Insurance coverage for alcohol: Our general liability insurance from USA Track and Field includes coverage for alcohol.

P. List any non-consumable products for sale (t-shirts, hats, souvenirs): none

Q. List any equipment for rental (snowmobiles, skis, boards, jet-skis, rafts, kayaks, etc.): none

R. List any other third party agreements not expressly required, but otherwise related to the mass gathering event (attach executed copies): We coordinate with several agencies and groups for our event to organize traffic, crowds, emergency/medical services, etc., including: the Boise County Sheriff and Sheriff's Reserve, US Army Corps, BLM, Idaho Parks and Rec, Idaho Mountain Search and Rescue, REACT HAM Radio, East Boise County Ambulance District and Ada County Paramedics. Please see attached Emergency Contingency Plan for more information. The Boise County Sheriff and EBCAD written agreements are attached. US Army Corps and BLM have not sent me the Special Use Permits, but both have emailed to confirm their approval of our event.

Section II - ADVERTISING

- A. Description of event advertising (flyers, radio, television, social media, other internet): Prior to the race, we communicate with our participants via email, website, and social media, and we promote our event using social media, website, and have some media coverage in the days leading up to the event.
- B. Target audience (local, regional, national or membership group): Our participants/volunteers/spectators are mostly local or regional, there are some from out of state, and possibly one or two international. We encourage participation from anyone who is up for an adventure and a fun day.

- C. Planned filming (land, air, water): Local news media sometimes films short segments at the start and finish, and we have a photographer who takes pictures of the participants on the course and as they finish. The timer has video of the finish line to ensure accuracy of results.
- D. Reason for filming (advertising, promotion): Provide participants with pictures, short stories for local news, and timing results.
- E. Type of advertising proposed for the event (banners, signs, posters, commercial vehicles): Mostly online promotions (social media and website), some local news media coverage.
- F. Time frame to remove all facilities and garbage after the mass gathering event (including removal of signs, advertising flagging, route markers): Same day, the course and finish areas will all be cleaned on April 18, 2026.

Section III - ACCESS/PARKING

- A. Whether the mass gathering event requests slowing or stopping traffic during a portion or all of the event: Yes
 - i. If yes to A., describe the roads, times, and type of traffic control requested: Vehicle Traffic on Robie Creek/Clear Creek Road will be limited to one lane for the stretch of road approximately 1 mile on either side of the entrance to Robie Creek Park.
- B. Signage to direct access to the event or to direct route of event: There will be flagging on Robie Creek/Clear Creek Road to direct participants and foot traffic into Robie Creek Park and to stay on the sides of the road. There will be signs on Highway 21 alerting traffic to the event. There will be no parking signs posted at Mores Creek Park and Robie Creek Boat Ramp.
- C. The mass gathering event shall have no less than two access routes of less than twelve feet in width, unless there is one drivable access to property that is sixty (60) feet or more in width: Yes
 - i. At least one access route is posted and reserved for emergency vehicle(s) ingress and egress: Yes
 - ii. Access route for emergency vehicles to be maintained clear for emergencies: Yes
- D. As parking on State or Boise County roads are prohibited, the mass gathering event shall provide one (1) parking space for every two (2) attendees, and every parking space shall be a minimum of nine (9) feet wide and a minimum of eighteen (18) feet long, where aisles between rows of parking spaces must be a minimum of twenty-four (24) feet: Yes
- E. Amount of parking needed (number of spaces, acres, include disabled parking): We use

the pullouts on either side of the road directly adjacent to the entrance of Robie Creek Park to park supply vehicles, and emergency/medical vehicles. We use the Robie Creek Boat Ramp to park necessary committee and emergency vehicles. We use the pullout across from the Robie Creek Boat Ramp to load and unload shuttle buses, and use the Mores Creek Park area to stage shuttle buses as they drive loops between Robie Creek Park and Spring Shores Marina to bring participants/volunteers into and out of Robie Creek Park.

- F. Accommodations for disabled visitors: We coordinate accommodations for disabled visitors directly with the individual or their family by allowing them to drive into and drop off the individual at the entrance of Robie Creek Park and, at time, used a side-by-side to take the individual into the park itself as needed.
- G. The mass gathering event site has sufficient space for parking at the event: Yes, for the vehicles necessary to be parked at the site itself.
1. If no, the mass gathering event shall provide a shuttle service. Provide description of the shuttle service (type, when, and where used): Yes, we provide shuttle buses from 10:00 am until approximately 6:00 pm to shuttle participants/volunteers into and out of Robie Creek Park to Spring Shores.
- H. Parking attendants and locations used (parking direction, whether is a "lot full" posting, information): We issue parking and course passes allow in only to those vehicles necessary to be parked at the finish area or boat ramp. There is a committee member who directs where each vehicle is parked.
- I. Parking lot security (overnight parking, whether using remote lots): n/a

Section IV - MEDICAL/FACILITIES

- A. Description of measures the mass gathering event shall take to prevent attendees from encroaching on surrounding private properties, impeded on public rights-of-way, or interfere with other public activities or events: Please see attached Emergency Contingency Plan and Maps. Generally, we have 3 traffic control points during the event where people with radios and signs control the flow of vehicle traffic on Robie Creek Road for approximately 2 miles near the entrance to Robie Creek Park. All participants are directed into Robie Creek Park immediately upon finishing (unless there is a medical need), and are directed to use the flagged off bus lines to load/unload the shuttle buses.
- B. Provide a medical plan, with the following, to mass gathering event staff (attach copy): Please see attached Emergency Contingency Plan and Maps.
- i. Access for emergency vehicles
 - ii. Number and location of medical facilities;
 - iii. Names and qualifications of any medical staffing; and
 - iv. List of emergency phone numbers and closest hospitals/clinics.

- C. The mass gathering event shall require at least two (2) EMT's, which shall be duly licensed, and be affiliated with the mass gathering event or have written permission from the affiliated EMT's supervising medical director, to staff on full time basis a medical facility, whether it be a designated medical tent, vehicle, or other structure, which has an automatic electronic defibrillator (AED) device: Yes
- D. The mass gathering event with attendees in excess of five-hundred (500) attendees to one thousand (1,000) attendees shall require one (1) ambulance: Yes
- E. The mass gathering event with attendees in excess of one thousand and one (1,001) attendees to two thousand (2,000) attendees shall require two (2) ambulance: Yes
- F. The mass gathering event shall provide a minimum of one (1) gallon of water per one (1) attendee per day, where the water must meet applicable requirements of the Safe Drinking Water Act, Central District Health, or Idaho Department of Environmental Quality: Yes
- G. Describe provisions for drinking water (quantity, locations, bottled or truck, etc.): We provide drinking water at 8 aid stations. At the finish area, we provide a variety of drinks (Beer, soda, Gatorade, chocolate milk, and bottled water). We have a water truck that carries large water tanks that we use to refill water as needed along the course and at the finish area.
- H. The mass gathering event shall provide toilets that are supplied with toilet paper, and either hand sanitizer or potable water hand-washing stations that have soap and paper towels, where any event that continues beyond twenty-four (24) hours past its start time shall have a licensed vendor service and maintain all toilet units within a twenty-four (24) hour period where such number of toilet units shall be as follows: Yes

Table 1: Toilet facility matrix

Estimated number of attendees	Number of hours of the mass gathering event									
	1	2	3	4	5	6	7	8	9	10 or more
0-500	2	4	4	5	6	7	9	9	10	12
501-1,000	4	6	8	8	9	9	11	12	13	13
1,001-2,000	5	6	9	12	14	16	18	20	23	25

- I. Amount of toilet facilities needed: 14
- J. Description of toilet facilities: We have 12 port-a-potties at the bus line/entrance to Robie Creek Park, and there are 2 pit toilets inside the park.

- K. The mass gathering event must provide one (1) fifty (50) gallon trash container for every one hundred (100) attendees, and one (1) fifty (50) gallon trash container for every twenty five (25) motor vehicles: Yes
- L. Total amount of fifty (50) gallon trash containers required: 25
- M. The mass gathering event shall dispose of solid waste as required by Boise County Ordinance 2008-02, or its successors, and fees shall be paid as required by Boise County Resolution 2025-35, or its successors. Yes
- N. The mass gathering event that starts prior to sunrise or continues past sunset shall have illumination sufficient for the central event site, medical facilities, toilet facilities, and shower facilities, which lighting shall not shine unreasonably beyond the boundaries of the event site and where laser use is prohibited within one mile of any private or public air strip: n/a
- O. Describe power supply to meet illumination and event needs: We have 2-3 portable generators that we use to power the finish line area, timer, and stage.
- P. The mass gathering event that continues past midnight of any day shall have one (1) camping space for every two (2) attendees that shall be two hundred fifty (250) square feet if fires are permitted or one hundred fifty (150) square feet if fires are not permitted, where such camping area shall not have vehicle traffic after sunset and before sunrise: n/a
- Q. The mass gathering event that continues beyond seventy-two (72) hours past its start time shall have separate shower facilities of ten (10) gallons of water per attendee per day, where one shower head/facility shall be for every one hundred (100) attendee per gender: n/a

Section V - SAFETY

- A. The mass gathering event shall have at least two (2) methods to contact Boise County Dispatch (telephone, radio, cell phone, satellite phone, etc.) that must be immediately capable of communication from the event site. Yes
- B. Describe the methods of communication with the manner of which Boise County Dispatch may immediately contact the mass gathering event: Our communication is coordinated by Idaho Mountain Search and Rescue and REACT HAM operators. Please see Emergency Contingency Plan for more information.
- C. The mass gathering event shall contract with the Boise County Sheriff's Office for law enforcements services beyond the boundary of the event site, based upon the following matrixes as best defined by the event type, where if the mass gathering event falls within two or more categories the higher number shall be required, as follows:

Table 2: Law enforcement staffing matrix by event type by estimated attendance

Estimated number of attendees	Mass gathering event type		
	Speakers, conferences, ceremonies, non-moving rally	Fairs, festivals, sporting events	Concerts, raves, music, festivals
0-200	0 officers	0 officers	0 officers
201-500	0 officers	2 officers	2 officers
501-1,000	3 officers, 1 dispatcher	4 officers, 1 dispatcher	4 officers, 1 dispatcher
1,0001-2,000	4 officers, 1 dispatcher	6 officers, 1 dispatcher	6 officers, 1 dispatcher

Table 3: Law enforcement staffing matrix by event type by miles

Number of road miles covered	Mass gathering event type	
	Races, rides	Moving rally
0-.5	1 officer	2 officers
.5-3	1 officer	3 officers
3-10	2 officers	3 officers plus 2 officers for each additional 500 attendees over 500 attendees
10-30	3 officers	
30-100	3 officers	
100+	3 officers plus 1 officer to ten (10) miles	

D. Amount of officers required based upon mass gathering event type and table:

6 officers and 1 dispatcher

E. The mass gathering shall contract with a security services company and provide security guards that are identifiable by a fluorescent and/or reflective shirt or vest, for security services inside the boundary of the event site, based upon the following matrixes and best defined by the event type, where if the mass gathering event falls within two or more categories the higher number shall be required, as follows:

Table 4: Private security matrix by event type by estimated attendance

Estimated number of attendees	Mass gathering event type		
	Speakers, conferences, ceremonies, non-moving rally	Fairs, festivals, sporting events	Concerts, raves, music, festivals
0-200	0 guards	0 guards	0 guards
201-500	0 guards	2 guards	4 guards
501-1,000	2 guards	4 guards	6 guards
1,0001-2,000	6 guards	8 guards	8 guards

Table 5: private security staffing matric by event type by miles

Number of road miles covered	Mass gathering event type	
	Races, rides	Moving rally
0-.5	0 guards	0 guards
.5-3	0 guards	0 guards
3-10	1 guard	3 guards plus 2 guards for each additional 500 attendees over 500 attendees
10-30	2 guards	
30-100	5 guards	
100+	1 guard for every ten (10) mile	

F. Amount of security guards required based upon mass gathering event type and table: 8

G. Describe a safety plan to close the mass gathering event in case of emergency: Please see attached Emergency Contingency Plan.

Section VI - OTHER LAW COMPLIANCE

- A. The mass gathering event shall comply with the Boise County Noise/Disorderly Home Ordinance #2021-01, and its successors: Yes
- B. The mass gathering event shall comply with the Boise County Preventative Burn Ordinance #2017-01, and its successors: Yes
- C. The mass gathering event shall comply with all requirements of the Central District Health Department as it pertains to sanitation, solid/human wasted, and catering services: Yes
- D. The mass gathering event shall comply with all requirements of the Idaho Transportation Department: Yes
- E. The mass gathering event shall comply with all requirements of the United States Forest Service in land and road use permitting: n/a

F. The mass gathering event shall comply with all requirements of the Bureau of Land Management in land and road use permitting: Yes

Section VII - MITIGATION AND CLEAN-UP

A. The mass gathering event shall clean-up and remove any equipment and solid waste within forty-eight (48) hours after the end time of the mass gathering event, by either a statement of the landowner of the event site will provide clean-up (attach statement), or a plan of individuals who will be hired to perform the work, including an hourly wage, and the total amount expected to be spent on the work, where failure to perform these duties may result in Boise County performing such duty and charging the Applicant: Yes

B. Mitigation plan to rehabilitate resource damages (dirt road surfaces, vegetation, etc.): We clean the course and finish area the same day as the event before we leave. We hire a sanitation company to haul the waste out of Robie Creek Park.

C. Timeframe to complete mitigation plan: same day – April 18, 2026

NAME OF PERSON(S) WHO WILL SIGN ON BEHALF OF THE EVENT

I certify (or declare) under penalty of perjury pursuant to the law of the State of Idaho that the foregoing is true and correct to the best of my knowledge and that this is an application only, and that the use and occupancy of Boise County is not authorized until an authorization is signed and issued by the Mass Gathering Coordinator or Boise County Board of Commissioners.

Printed

Name: Joy Donathan **Signature:** Joy Donathan **Date:** 9 March 2026

Printed

Name: Lauri Thompson **Signature:** [Signature] **Date:** March 9, 2026

APPLICATION AND FEES

Boise County fees shall be \$300.00 for this application, where the application fee is to be paid to the Boise County Clerk's Office, at the time of turning in the application to the Boise County Mass Gathering Coordinator and Boise County Clerk.