

RESOLUTION NO. 2025-11

**A RESOLUTION APPROVING WAYSIDE USE APPLICATIONS FOR THE
NEAH-KAH-NIE COAST CULTURAL FOUNDATION
MUSIC FESTIVAL**

WHEREAS, the City has received an application from the Neah-Kah-Nie Coast Cultural Foundation (NCAM) for use of the Wayside; and

WHEREAS, staff has reviewed the application and provided comments and conditions for approval; and

WHEREAS, the Council has considered and reviewed the application before them.

**NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS
FOLLOWS:**

Section 1. The City of Rockaway Beach City Council hereby approves the following application for Wayside Use, attached as Exhibit A and as specified below:

Applicant	Event
Neah-Kah-Nie Coast Cultural Foundation (NCAM)	Music Festival

Section 2. This approval is subject to the staff comments and conditions indicated in the Staff Review form, attached as Exhibit B.

Section 3. This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 12th DAY OF
FEBRUARY 2025.**

APPROVED



Charles McNeilly, Mayor

ATTEST



Melissa Thompson, City Recorder



City of Rockaway Beach, Oregon

276 S. Highway 101, PO Box 5
Rockaway Beach, Oregon 97136
(503) 374-1752 FAX (503) 355-8221
www.corb.us * cityhall@corb.us

ROCKAWAY BEACH, OREGON

APPLICATION USE PERMIT FOR CITY WAYSIDE or ANCHOR STREET PARK

Submit Completed Application in person or via email cityhall@corb.us

Choose One: City Wayside

Anchor Street Park – Event Area Only

Portable Restrooms will be provided at event Dumpster will be provided at event

Organization Name: NCAM

Contact Person: Robin Swain

Address: 113 S Miller St State: OR Zip: 97136

Phone #: 503-812-3137 Email: Robinsncam@gmail.com

Deposit Paid: \$300 Date: 1/11/2025

Name of Event: NCAM Music Fest

Date(s) of Event: 08/21/25 to 08/24/25 Times of Event: 10am to 10pm

Estimated # of People Attending: _____ Number of Vendors: 20 to 60

Contact Person(s): Robin Swain

Contact Phone Number(s): 503-812-3137

Contact Email: Robinsncam@gmail.com

If traffic control is needed, please explain: We will need to close wayside Friday morning for stage and vendor set up.

Incomplete applications will not be forwarded to City Council for approval.

USE REGULATIONS:

1. \$2,000,000 General Liability Insurance listing the City of Rockaway Beach as an additional insured is required. Insurance should be per occurrence and should not be an aggregate.
2. \$300.00 cleaning deposit will be paid at time of application. Deposit will be retained if the site is not cleaned adequately, and if there is damage to City property, including barricades, restrooms, benches, tables, play equipment, etc.
3. Hours of availability are between 7:00 AM and 10:00 PM.
4. Property must be clean and cleared of all trash, papers, cans, bottles, etc. This includes the perimeter area.

5. Property to be barricaded by applicant. Arrangements for barricades to be made with Public Works by applicant. Public Works: 503-374-0586.
6. Any property damage during event is the responsibility of the applicant.
7. No stakes, nails or any pavement or fixture penetrating device will be used to tie down canopies, tents, etc.
8. Any markings denoting spaces shall be done in street chalk.
9. Application must be submitted 45 days prior to the event.
10. Must attach a drawing denoting area of Wayside or Anchor St. Park which will be used and manner of use.
11. Contact Tillamook County Dispatch for after-hours concerns: 503-815-1911.
12. Anchor Street Park Only: Applicant to ensure restrooms, playground and parking outside of event space remains open and accessible by the general public.
13. Deposit to be returned only after post event inspection and authorization from Public Works Department.

APPLICANT: I have read and understand my, or my organization, responsibility regarding these City facilities, and will adhere to the rules set forth.

1/11/25

Signature of Applicant

Date

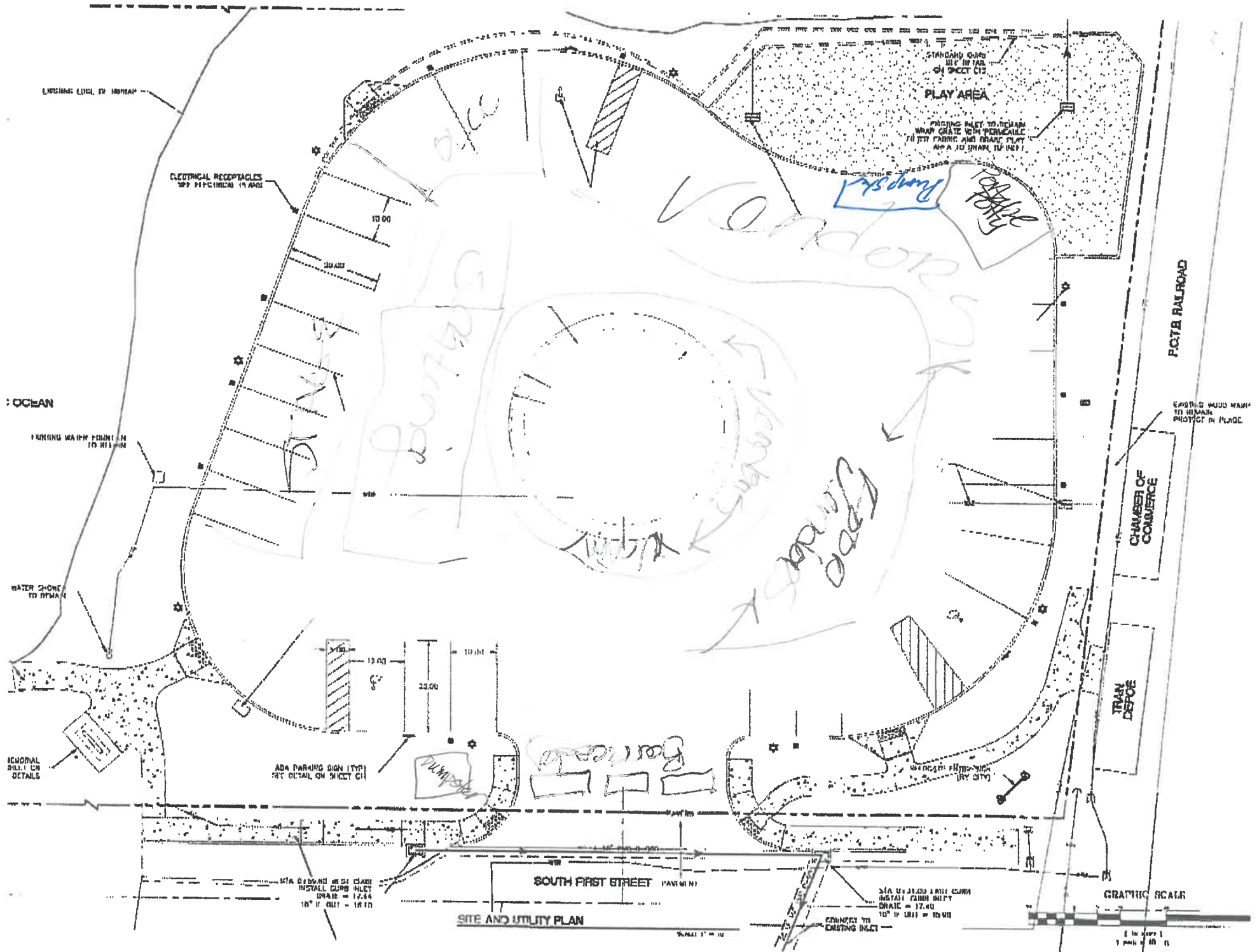
FOR OFFICE USE ONLY

Pre-Event

Date Received: 2/3/25 Received by: Bavila
 Amount Paid: \$300 / \$300 Date Paid: 2/3/25 Cash/Check # # 1034 (Fee) #1035 (deposit)
 Insurance Drawing/Map Pre-Event Inspection Deposit Collected Dumpster Required Portable Restroom Required

Post-Event

Date approved by City Council February 12, 2025 Resolution 2025-11
 Disposition of Deposit: _____
 Deposit Returned Date: _____
 Amount Retained: _____ (Work order and invoice attached)
 Post-Event Inspection: Authorized to return deposit Yes No PW Signature: _____



Event Application Staff Review

Organization Name: NCAM

Event: NCAM Music Festival

Date(s): 8/21 - 8/24/2025

Drawing/Map clearly denoting event set-up including: portable restrooms, dumpsters, barricades, vendors, etc.

Comment/Conditions: Use on 8/21 limited to retention of barricades. No access until close of Thursday Market event.
EM

Estimated # of People Attending: 2500

Dumpster Required YES { } NO
Recommended size/capacity: 1 yard

Restrooms Required YES { } NO
Recommended quantity: 2

Other Comments/Conditions: Must provide updated Certificate of Liability Insurance by 06/30/2025. *EM*

All applications contingent on City Council approval.

Application Reviewed by: Dan Emerson
Name

2/4/25
Date