

TEMPORARY LICENSE AGREEMENT FOR USE OF CITY PROPERTY FOR SPECIAL EVENT

This TEMPORARY LICENSE AGREEMENT FOR USE OF CITY PROPERTY FOR SPECIAL EVENT (“Agreement”) is made this 6th day of October, 2026 (the “Effective Date”), by and between the City of Meridian, a municipal corporation organized under the laws of the State of Idaho (“City”), and Idaho Renaissance Faire, Inc., a non-profit organization organized under the laws of the state of Idaho (“Licensee”).

WHEREAS, City and Licensee are mutually interested in enhancing the public’s quality of life by providing and supporting special event opportunities for members of the Meridian and greater communities;

WHEREAS, City and Licensee recognize that publicly-held facilities are resources requiring heightened stewardship and protection;

WHEREAS, Licensee has agreed to be responsible for any costs incurred by City in the course of the special event hosted by Licensee at property owned by City on West Cherry Lane between Black Cat and McDermott, in unincorporated Ada County, Idaho, including parcel nos. S1204336500, S1204336450, S1204346615, S1204346715, and S1204346850 (“Property”), on October 6 through 12, 2026; and

WHEREAS, the Meridian City Council finds that it is fiscally responsible and in the best interest of the community to enter into a license agreement establishing the terms and conditions of Licensee’s use of Property;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed, and in consideration of the mutual promises and covenants herein contained, and in consideration of the recitals above, which are incorporated herein, City and Licensee agree as follows:

I. PERMISSION GRANTED.

Subject to the terms and conditions set forth herein, City hereby grants to Licensee a temporary license to utilize Property from October 6, 2026 through October 12, 2026, at the time, place, and manner set forth in this Agreement for activities related to a large-scale special event open to the public known as the Idaho Renaissance Faire (“Event”).

II. OBLIGATIONS OF LICENSEE.

A. Compliance with ordinance provisions condition of license. The Parties acknowledge that the Property is located in unincorporated Ada County. While Meridian City Code does not apply on Property by law, Licensee covenants and agrees, by contract, and as a specific condition of the license conveyed by this Agreement, to comply with the provisions of Meridian City Code sections 3-4-1, 3-4-3, and 3-4-5, copies of which are attached hereto as *Exhibit A* and the terms of which are incorporated into this Agreement as if set forth in full herein. Licensee is responsible for compliance with Ada County Code at all times while using Property. To the extent that any provision of *Exhibit A* hereto may conflict with a

provision of Ada County Code or any permit issued pursuant thereto, Ada County Code shall prevail.

B. Reasonable use. Licensee shall employ best efforts to ensure that the use of Property for all activities and purposes described by this Agreement and related to Event is appropriate and reasonable. Where Licensee's use of Property and Property facilities, infrastructure, and/or vegetation causes disproportionately excessive damage to same, Licensee shall reimburse City and/or Treasure Valley Lions Club for the cost or proportionate cost of necessary repairs and/or replacement. Licensee shall ensure that any and all use of Property, to the extent reserved by Licensee, is in compliance with all laws and with City's policies regarding use of City parks and/or facilities, including, but not limited to, policies adopted or enacted by the Meridian Parks and Recreation Department.

C. Permitting. In addition to compliance with all terms and provisions of this Agreement, Licensee and/or any or all vendors or participants related to Event shall separately obtain and comply with each and all of the following permits, as required by law or agency policy:

1. Any and all applicable licenses, permits, inspections, and/or certifications from Ada County and Ada County Sheriff's Office;
2. Any and all applicable licenses, permits, inspections, and/or certifications from the Ada County Highway District;
3. Any and all applicable licenses, permits, inspections, and/or certifications from the Central District Health Department and/or Idaho Department of Health and Welfare;
4. Any and all applicable licenses, permits, inspections, and/or certifications from the Alcohol and Beverage Control Division, Idaho State Police; and
5. Any and all reservations, permits, and inspections required by the Meridian Parks and Recreation Department.

D. Fees, costs. By noon (12:00 p.m.) on Friday, October 2, 2026, Licensee shall remit to City one thousand, eight hundred and fifty-three dollars and sixty-four cents (\$1,853.64), which amount includes:

- \$1,237.50: License fee for use of Property October 6–12, 2026
- \$205.38: Fee for fire inspection of Property by Meridian Fire Department on Friday, October 9, 2026 (1 staff @ \$102.69/hour x 2 hours)
- \$205.38: Fee for fire inspection of pyrotechnics/flame effects by Meridian Fire Department on Saturday, October 10, 2026 (1 staff @ \$102.69/hour x 2 hours)
- \$205.38: Fee for fire inspection of pyrotechnics/flame effects by Meridian Fire Department on Sunday, October 11, 2026 (1 staff @ \$102.69/hour x 2 hours)

If additional staffing or extended hours are required for the protection of public safety or maintenance of Property due to Event, Licensee shall reimburse City for all staffing costs within fourteen (14) days of City's invoice for such costs. If Licensee fails to timely reimburse City pursuant to this Agreement or such invoice, the City may decline to provide staffing, decline to reserve City facilities, release Licensee's reservation(s) of City facilities for the Event, and/or decline to allow the subsequent use of City facilities for Event or any iteration thereof.

E. Time and place. The license extended under this Agreement shall apply to the areas of Property detailed on the event site plan attached hereto as *Exhibit B*, at the following dates and times:

1. Setup on October 6, 7, 8, and 9, 2026, from 7:00 a.m. to 8:00 p.m.
2. Access to the Property by vendors and other invitees of Licensee on October 10 and 11, 2026, between 7:00 a.m. and 8:00 p.m.
3. Event open to the public on October 10 and 11, 2026, from 10:00 a.m. to 6:00 p.m.
4. Tear-down and clean up on October 12, 2026 from 7:00 a.m. to 8:00 p.m. Tear-down and clean up shall be completed by 8:00 p.m. on October 12, 2026.

F. Grading allowed. Licensee may engage a contractor to complete grading work to level areas of the Property in the northern area with ruts and mounds in order to make it suitable for a parking area. As conditions of this permission, Licensee shall, prior to the grading work:

1. Obtain any necessary grading and drainage permits and inspections from Ada County and provide a copy of such permit(s), if necessary, to the City Contact;
2. Engage only a professional grading contractor who is duly qualified, licensed, and bonded, and insured in the amount set forth in this agreement;
3. Coordinate this work with the Treasure Valley Lions Club; and
4. Inform the City Contact of the final plan for the work (date, time, place, and scope).

Licensee shall pay the grading contractor in full prior to opening the Event to the public, and shall provide to City Contact written proof of such payment.

G. Manner. Licensee shall conduct the Event in accordance with the plan set forth in *Exhibit B*. The permission extended under this Agreement shall be subject to all terms and conditions as set forth in this Agreement and exhibits hereto and in any applicable laws and policies, including, without limitation, the Meridian Parks and Recreation Event Planners' Handbook and direction conveyed in the pre-application meeting on July 10, 2026. Such terms and conditions shall include, but shall not be limited to, the following:

1. Sound from amplification devices used before, during, or after Event shall not exceed eighty-five (85) decibels, measured at the perimeter of the Property, at any time.
2. Where activities or equipment related to Event damage or destroy Property infrastructure or facilities, or otherwise require City or Treasure Valley Lions Club to incur additional expenses, Licensee shall reimburse City and/or Treasure Valley Lions Club for all costs of repair, replacement, or expense within fourteen (14) days of invoice for such costs.
3. Licensee shall make every effort to provide and maintain access to Event for persons with disabilities.
4. No smoking shall be allowed on Property.
5. Used water, grease, charcoal, and other materials and supplies must be carried out of Property at the conclusion of Event and properly disposed of pursuant to the requirements of the Idaho Food Code. Used water, grease, charcoal, and other materials and supplies shall not be disposed of at Property.
6. Licensee is authorized to post signs for the purpose of identifying, promoting, advertising, or directing patrons to Event as set forth in *Exhibit B*. Licensee acknowledges that the permission extended by City under this Agreement to post signs shall extend only to these locations, and that it is unlawful to post a sign identifying, promoting, advertising, or directing patrons to Event without the permission of the owner of such property. Licensee shall remove all signs identifying, promoting, advertising, or directing patrons to Event by 8:00 a.m. on October 12, 2026.
7. Licensee shall provide a medical services station at Event. Such station shall be clearly marked and accessible to all Event participants. At least two (2) persons trained, certified,

and equipped to provide first aid, including an AED, shall be at the Event and available if needed at all times.

8. If the Event will feature any pyrotechnic/flame effects display, Licensee shall first produce to the Fire Marshal current credentials with the Idaho State Fire Marshal. Further, in the execution of such display, Licensee shall ensure compliance with NFPA 160 and all applicable provisions of the 2018 International Fire Code. If compliance cannot be achieved, or if the Meridian Fire Marshal so directs, Licensee shall use LED alternatives to flame effects. Licensee shall schedule an inspection of the display by the Meridian Fire Department on each day of the display.
9. Licensee shall schedule an inspection of the Property by the Meridian Fire Department prior to opening the Event to the public, in order to verify that Event will be conducted in accordance with applicable Fire codes related to life safety for all aspects of the Event.
10. Up to eighteen (18) persons may camp in tents, and up to twelve (12) persons may camp in recreational vehicles on the Property from sunset on October 6 through sunrise on October 12, 2026, in the location set forth on the site plan in *Exhibit B*. All campers shall observe quiet hours of 10:00 p.m. to 6:00 a.m. and shall follow all applicable laws and safety best practices. No open flames shall be permitted on the Property.
11. Following the conclusion of the event, the Property shall be restored to its pre-Event condition. All litter and refuse shall be removed, and all vegetation and other amenities remediated as necessary.

H. Insurance. Licensee shall submit to City proof of an insurance policy issued by an insurance company licensed to do business in Idaho protecting Licensee, Licensee's employees, and Licensee's agents from all claims for damages to property and bodily injury, including death, which may arise during or in connection with Event, including Event set-up and tear-down. Such insurance shall name City as an additionally insured party, and shall afford at least one million dollars (\$1,000,000.00) per person bodily injury, one million dollars (\$1,000,000.00) per occurrence bodily injury, and one million dollars (\$1,000,000.00) per occurrence property damage. The limits of insurance shall not be deemed a limitation of the covenants to indemnify and save and hold harmless City as set forth in this Agreement or any permit. If City becomes liable for an amount in excess of the insurance limits herein provided due to the actions or omissions of Licensee or any Licensee employee, agent, contractor, official, officer, servant, guest, and/or invitee, or any participant in or observer of Event or related activities, Licensee covenants and agrees to indemnify and save and hold harmless City from and for all such losses, claims, actions, or judgments for damages or liability to persons or property.

I. Worker's compensation insurance. In the event Licensee hires any person to work on the Property, any and all workers shall be covered by worker's compensation insurance. In such event, Licensee shall provide to City a certificate of insurance.

IV. GENERAL PROVISIONS.

A. Primary Contact. Each party shall provide the other the name, e-mail address, and telephone number of specific personnel who shall serve as the primary contact between the Parties for all day-to-day matters regarding set-up, operation, and tear-down of in Property.

- B. Facility.** The Property is licensed to Licensee on an as-is basis. No electrical services or other utilities are available at the Property. It is acknowledged by the Parties that potable water, sewage service, custodial services, and/or regular waste and refuse removal are not available at Property. Licensee shall provide an adequate number and quality of usable portable restrooms, hand-washing stations, custodial services, and solid waste removal throughout the Event, as set forth in the Meridian Parks and Recreation Event Planners' Handbook, and as required to serve public safety, health, sanitation, and good repair.
- C. Term of license; surrender of possession.** The term of this temporary license shall be from 7:00 a.m. on October 6, 2026, through 8:00 p.m. on October 12, 2026, unless earlier terminated by either Party by the method established herein. Licensee agrees that upon termination or expiration of this Agreement for any reason, Licensee shall surrender the premises to City in the same good condition as received, reasonable wear and tear, act of God, act of nature, or damage by weather excepted. Licensee agrees to surrender possession and occupancy of the premises peaceably at the expiration or termination of this Agreement.
- D. Notice.** Communication between Licensee and the City Contact regarding day-to-day matters shall occur via e-mail or telephone. All other notices required to be given by either of the parties hereto shall be in writing and be deemed communicated when personally served, or mailed in the United States mail, or via e-mail, addressed as follows:
- | | |
|----------------------------|-----------------------------|
| City: | Licensee: |
| City of Meridian | Ammi Duke |
| Attn: City Clerk | 256 S. Cole Road |
| 33 E. Broadway Avenue | Boise, Idaho 83709 |
| Meridian, Idaho 83642 | operations@idahorenfair.org |
| cityclerk@meridiancity.org | |
- E. Public park.** The parties hereto expressly acknowledge that Property is a public space, the management and scheduling of which shall at all times be within the sole purview of City. City shall have the right to allow the use of Property, and close all or any portion of Property, for any and all purposes and under any and all conditions.
- F. No right to exclude conveyed.** Any exclusive use granted to Licensee by this Agreement shall include neither the right to exclude any law-abiding person from Property where such person is not interfering with Licensee's use thereof, nor the right to interfere with any person's concurrent, lawful use of Property where such concurrent use does not conflict or interfere with Licensee's use. At all times Licensee shall be on an equal footing with the general public regarding its use of Property. Licensee shall exercise any exclusive use granted by this Agreement only in accordance with the terms of this Agreement and in accordance with any and all applicable laws and City policies.
- G. Liens.** Licensee shall keep Property free from any liens arising out of any work performed for, materials furnished to, or obligations incurred by Licensee. Licensee shall not permit nor suffer any lien, judgment or encumbrance to be entered against or filed upon the Property or any improvements or fixtures thereon. Licensee hereby covenants to satisfy any such lien, judgment or encumbrance at Licensee's sole and separate expense, and in all respects fully to indemnify City against all damages, legal costs and charges, including attorney's fees

reasonably incurred, in any suit involving any liens, claims, judgments or encumbrances cause or suffered by Licensee with respect to the Property or any part thereof.

- H. Alterations; waste.** Except as explicitly set forth herein, Licensee shall not make, or permit to be made, alterations on or to Property without first obtaining City's written consent. Any additions to, or alterations of, Property shall become at once a part of the real property and shall belong to City. Licensee shall not commit, permit nor suffer any damage to or waste upon the premises or any of the improvements or appurtenances situated or placed thereon by or on behalf of City or City's agents, invitees, or Licensees.
- I. Chemicals; hazardous substances.** Licensee shall not use, store, or dispose of any hazardous or toxic substances as defined by applicable Federal or State laws and regulations upon Property without prior written notice to City. Said notice shall identify the substance to be used, the area in which the substance is to be used, the manner in which the substance is to be stored and applied, and plans to dispose of any excess. City has the option of refusing to consent to such use, storage or disposal of toxic substances. Licensee's failure to comply with such a decision shall constitute a default by Licensee. All hazardous or toxic materials shall be used strictly in accordance with all applicable laws, rules and ordinances. Licensee shall not allow any hazardous or toxic substance into the air, ground or water except insofar as allowed by said laws and regulations. Licensee shall also not cause or knowingly suffer any prohibited conduct as such term is defined by applicable Federal or State law upon the Property. Licensee shall indemnify and hold City harmless from any claim, liability, loss, cost or expense, including but without limitation, attorney's fees, resulting from hazardous or toxic substances placed or used on Property by Licensee. City hereby consents to Licensee's use of chemicals and fertilizers customarily used in crop farming operations in this area on the condition that such chemicals and fertilizers are used and stored properly and in accordance with law. City shall have the right to inspect Property to determine if Licensee is properly using, storing, and disposing of chemicals and other hazardous substances. Other than chemicals and fertilizers customarily used in farming and ranching operations in this area, City disclaims any knowledge or information regarding the existence of toxic or hazardous substances on the property.
- J. Good husbandry.** Licensee will utilize the Property in a manner that will best conserve the integrity and long-term beneficial use of the Property.
- K. Acceptance as is.** Licensee acknowledges that Licensee has inspected the premises and does hereby accept the premises as being in good and satisfactory order, condition, and repair. It is understood and agreed that City makes no warranty or promise as to the condition, safety, usefulness or habitability of the Property, and Licensee accepts the Property as is.
- L. Assignment.** Licensee shall not assign or sublet all or any portion of Licensee's interest in this Agreement or any privilege or right hereunder, either voluntarily or involuntarily, without the prior written consent of City. This Agreement and each and all of the terms and conditions hereof shall apply to and are binding upon the respective organizations, legal representative, successors, and assigns of the parties.

- M. No agency.** Neither Licensee nor Licensee's employees, agents, contractors, officials, officers, servants, guests, and/or invitees shall be considered agents of City in any manner or for any purpose whatsoever in their use and occupancy of Property.
- N. Indemnification.** Licensee and each and all of Licensee's employees, agents, contractors, officials, officers, servants, guests, and/or invitees, including any and all participants in Event or related activities, shall indemnify and save and hold harmless City from and for any and all losses, claims, actions, judgments for damages, or injury to persons or property and losses and expenses caused or incurred by Licensee or any Licensee employee, agent, contractor, official, officer, servant, guest, and/or invitee, or any participant in or observer of Licensee programming, at or in its use of Property or any lack of maintenance or repair thereon and not caused by or arising out of the tortious conduct of City.
- O. No warranty.** City makes no warranty or promise as to the condition, safety, usefulness, or habitability of the premises; Licensee accepts Property for use as is, both at the Effective Date of this Agreement and throughout the course of Event and all related activities.
- P. Compliance with laws.** In performing the scope of services required hereunder, City and Licensee shall comply with all applicable laws, ordinances, and codes of Federal, State, and local governments.
- Q. Attorney Fees.** Should any litigation be commenced between the parties hereto concerning this Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to court costs and reasonable attorneys' fees as determined by a court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination or forfeiture of this Agreement.
- R. Time of the essence.** The parties shall fulfill obligations described in this Agreement in a timely manner, as set forth herein. The parties acknowledge and agree that time is strictly of the essence with respect to this Agreement, and that the failure to timely perform any of the obligations hereunder shall constitute a default of this Agreement.
- S. Termination.**
1. **Grounds.** Grounds for termination of this Agreement shall include, but shall not be limited to: an act or omission which breaches any term of this Agreement; an act of nature or other unforeseeable event which precludes or makes impossible the performance of the terms of this Agreement; or a change in or occurrence of circumstances that renders the performance by either party a detriment to the public health, safety, or welfare.
 2. **Process.** City may terminate this Agreement by providing twenty-four (24) hours notice of intention to terminate. Such notice shall include a description of the breach or circumstances providing grounds for termination. A twenty-four (24) hour cure period shall commence upon provision of the notice of intention to terminate. If, upon the expiration of such cure period, cure of the breach or circumstances providing grounds for termination has not occurred, this Agreement shall be terminated upon mailing or e-mailing of notice of termination.

T. Breach. Any act or omission by either party which breaches any term of this Agreement may provide grounds for termination. In the event of breach, the City may also decline to provide extra-duty personnel staffing, decline to reserve City facilities, release existing reservations of City facilities, or decline to allow the subsequent use of City facilities for Event or any iteration thereof.

U. Construction and severability. If any part of this Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this Agreement so long as the remainder of the Agreement is reasonably capable of completion.

V. Entire Agreement. This Agreement contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

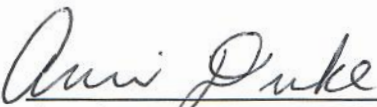
W. Applicable law. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Idaho.

X. Warranty of authority. Each person executing and signatory to this Agreement represents and warrants that the execution, delivery, and performance of this Agreement has been duly authorized by all necessary action of each respective party; that such person is, at the time of execution, duly authorized by the respective Party's governing body to bind such Party in all respects; and acknowledges and agrees that this Agreement is and shall be a valid and binding obligation upon the Parties to this Agreement.

Y. Approval required. This Agreement shall not become effective or binding until approved by both Licensee and by Meridian City Council.

IN WITNESS WHEREOF, the parties shall cause this Agreement to be executed by their duly authorized officers to be effective as of the day and year first above written.

LICENSEE:

BY: 
Ammi Duke, Vice President of Operations
Idaho Renaissance Faire, Inc.

CITY OF MERIDIAN:

Attest:

BY: _____
Robert E. Simison, Mayor

Chris Johnson, City Clerk

3-4-1. Definitions.

For purposes of this chapter, the following terms shall be defined as follows:

City services means services provided by city employees in the course and scope of their employment for the protection of the public health, safety, or welfare and/or for the maintenance of public property. This definition shall include, but shall not be limited to, property maintenance services provided by employees of the Meridian Parks and Recreation Department, public safety services provided by employees of the Meridian Police Department, and fire protection and medical services provided by employees of the Meridian Fire Department. This definition shall not include services related to permitting, licensing, inspections, reservations, or the provision of services by city contractors.

First Amendment activity means any and all expressive and associative activity that is protected by the United States and Idaho Constitutions, including speech, press, assembly, and/or the right to petition. This definition shall not include activity that damages, harms or injures persons or property.

Garage sale means the sale, offer for sale, offer for trade, offer free of charge, or display for the purpose of selling, trading, or offering, of one (1) or more items of used or unwanted tangible personal property, including, but not limited to: Clothing, household effects, tools, toys, recreation equipment, or other used or secondhand items customarily found in or about the home; where such sale, trade, offer or any portion thereof occurs outdoors or where any goods offered for sale or trade are displayed outdoors; and such sale, trade, offer or any portion thereof occurs at a residence or residential property. This definition shall include yard sales, basement sales, attic sales, moving sales, tag sales, rummage sales, and other such sales known by terms which are synonymous with the term garage sale. This definition shall not include and apply to sales specifically authorized by and conducted in conformity with statute or judicial order or conducted under judicial supervision, including, but not limited to, estate sales.

Goods means tangible personal property, products, produce, food, or merchandise sold, offered for sale, offered for trade, offered free of charge, or displayed for the purpose of selling, trading, or offering. This definition shall also apply to personal property, products, or merchandise that is offered or displayed to be sold, traded, offered, or delivered at another time or location, or that serves as a sample of that to be sold, traded, offered, or delivered at another time or location. This definition shall not include fireworks.

Mobile sales unit means:

- A. A traveling, and/or door to door commercial or retail establishment, enterprise, facility, and/or any agent or representative thereof, from which or whom, at which or whom, or by which or whom goods and/or services are sold, traded, given away; offered for sale, trade, or giveaway; displayed for the purpose of sale, trade, or giveaway; or delivered pursuant to such sale, trade, or giveaway; and which or whom:
 - 1. Does not remain within any three hundred (300) square foot area for more than two (2) consecutive hours within any twenty-four-hour period; and
 - 2. Is neither located on the premises of, nor physically attached to, any permanent proprietor, except when parking or stopping temporarily in order to conduct a sale, trade, giveaway, offer, display, or delivery.
- B. A mobile sales unit may travel and/or consist of any form of conveyance or transport, including, but not limited to, by foot, vehicle, trailer, cart, wheeled or other container, or other form of offering, displaying, or storing goods and/or services.
- C. This definition shall not include first amendment activity on public or private property.
- D. This definition shall not include the delivery of goods or services to a residence or place of business pursuant to a sale, trade, giveaway, or order previously transacted or placed with a commercial or retail establishment, enterprise, facility, and/or any agent or representative thereof which is not traveling and/or door to door.

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- E. This definition shall not include an "insurance producer", as such term is defined by Idaho Code, where such person holds a current, valid State of Idaho license for such activity.

Organizer means the person who coordinates and/or promotes one (1) or more vendors, activities, and/or venues in order to create or produce an outdoor market or special event, and/or the applicant in whose name a City of Meridian temporary use permit for an outdoor market or special event is held.

Outdoor market means the sale, offer for sale, offer for trade, offer free of charge, or display by any person or persons for the purpose of selling, trading, or offering, of one (1) or more items of produce, food items, arts, crafts, new or used tangible personal property; where such sale, trade, offer or any portion thereof occurs:

- A. Outdoors or where any goods offered for sale or trade are displayed outdoors; and
- B. On public property or on property accessible by the general public; and
- C. Within three hundred (300) feet of any other person or persons selling, trading, or offering one (1) or more items of produce, food items, arts, crafts, new or used tangible personal property.

This definition shall include outdoor farmers' markets, outdoor flea markets, and outdoor arts, crafts, and/or hobby markets. This definition shall not include first amendment activity on public or private property.

Permanent proprietor means the owner or occupant of real property at which such owner or occupant conducts an approved conditional or principal permitted use as such uses are defined in the Meridian Unified Development Code.

Promotional sales unit means an outdoor or open air commercial or retail facility from or at which goods and/or services are sold, traded, offered for sale or trade, or displayed for the purpose of sale, trade, or giveaway; and which:

- A. Remains within any three hundred (300) square foot area for more than two (2) consecutive hours within any twenty-four-hour period; and
- B. Is located on the premises of, or physically attached to, a permanent proprietor; and is operationally related or identical to such permanent proprietor.

A promotional sales unit may consist of any tangible structure, including, but not limited to, a stall, booth, tent, platform, box, table, rack, pallet, trailer, cart, vehicle, container, or other form of offering, displaying, or storing goods and/or services.

Property means any tract of contiguous land held in single ownership.

Services means work or labor that is offered, sold, or undertaken in exchange for money, goods, or services or that is offered or undertaken free of charge. This definition shall also include work or labor that is to be offered, sold, or undertaken at another time or location, or that serves as a sample or demonstration of work or labor to be offered, sold, or undertaken at another time or location.

Special event means:

- A. A planned or foreseeable commercial, recreational, or expressive activity or gathering of persons which:
 - 1. Changes, attempts to change, or has a tendency to change the typical use of publicly accessible land or facilities, or the normal flow or regulation of pedestrian or vehicular traffic upon or in the streets, sidewalks, or other publicly accessible areas; and
 - 2. Takes place, whether entirely or partially:
 - a. On a street or sidewalk located within the city and will likely result in some or total obstruction of such streets or sidewalks; or

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- b. On any other property, whether public or private, but requires for its successful execution the provision and coordination of city services to a degree over and above that which the city normally provides; or
 - c. On or in any area open to the public.
- B. Special events may include, but shall not be limited to:
 - 1. Parade, procession, organized movement, or motorcade, consisting of persons, vehicles, or a combination thereof;
 - 2. Public assembly, demonstration, march, meeting, parade, protest, rally, or vigil which involves the expression of opinions or grievances of persons for a common purpose;
 - 3. Performance, presentation, ceremony, concert, or exhibit;
 - 4. Athletic competition, race, or contest involving sports, games, or exercises; or
 - 5. Community or neighborhood celebration, gathering, or block party.
- C. Special events shall be classified as a "large scale special event" where:
 - 1. It is anticipated that five thousand (5,000) or more persons will attend the event; or
 - 2. Where the event includes a route (e.g., parade, procession, road race, group walk, run, or bike ride) that will close or alter the flow of an arterial or collector street; or
 - 3. Where three (3) or more of the following factors apply:
 - a. It is anticipated that two thousand (2,000) or more persons will attend the event;
 - b. Extra duty police officers will be required to staff the event in order to adequately protect public safety, as determined in the discretion of the Chief of Police or his designee (for example: high risk activity, live music or other performance, street closure, traffic increase or pattern change, etc.);
 - c. Alcoholic beverages will be served, sold, or permitted at the event; and/or
 - d. Structural or electrical permits will be required.
- D. A special event shall be classified as a "historic Meridian special event" where such special event has occurred within Meridian on an annual basis for seventy-five (75) years or more.
- E. The definition of special event shall not include:
 - 1. An activity held solely on private property not accessible by the general public and which neither requires the provision and coordination of city services to a degree over and above that which the city routinely provides nor compromises the ability of the city to respond to a public safety emergency;
 - 2. An activity, including First Amendment activity, occurring on streets or sidewalks within the city or in or on city property, where such activity neither results in the obstruction of streets or sidewalks, nor requires the provision and coordination of city services to a degree over and above that which the city routinely provides, nor compromises the ability of the city to respond to a public safety emergency;
 - 3. Funeral processions; or
 - 4. Programmed activities provided or managed by the city.

Temporary construction site means activities and uses associated with and incidental to the construction or improvement of a subdivision, structure, road, or parking lot; incidental excavation and roadwork activities; and/or utility installation. This definition shall not include "construction sand and gravel mining" as defined in Title 11 of

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this Code and/or sale of extracted materials at the extraction site or any other location, nor shall this definition include real estate sales offices or model homes as set forth in this chapter.

Temporary sales unit means an outdoor or open air commercial or retail establishment, enterprise, or facility from or at which goods and/or services are sold, traded, offered for sale or trade, or displayed for the purpose of sale, trade, or giveaway; and which:

- A. Remains within any three hundred (300) square foot area for more than two (2) consecutive hours within any twenty-four-hour period; and
- B. Is not located on the premises of, nor physically attached to, any permanent proprietor.

A temporary sales unit may consist of any tangible structure, including, but not limited to, a stall, booth, tent, platform, box, table, rack, pallet, trailer, cart, vehicle, container, or other form of offering, displaying, or storing goods and/or services. This definition shall not include the sale of fireworks.

Temporary sign means a sign, and/or any device, fixture, placard, or structure which:

- A. Uses any color, form, graphic, illumination, symbol, or writing to identify, promote, advertise, or direct patrons to a temporary use; and
- B. Is not permanently mounted or secured.

This definition shall be limited in its application to temporary signs regarding temporary uses as defined in and regulated by this chapter, and shall not apply to signs defined in and regulated by other provisions of this Code, including, but not limited to, temporary and/or permanent signs regulated by the Meridian Unified Development Code.

Temporary use means the carrying on, for a determinate and transitory period of time, a use of, at, or upon real property, including, but not limited to, the sale, trade, offer, delivery, or display of goods or services, where such use is not the approved conditional or principal permitted use designated for such real property as defined and regulated by the Meridian Unified Development Code. Temporary uses shall include, but shall not be limited to, subdivision model homes, subdivision real estate sales offices, promotional sales units, temporary sales units, special events, outdoor markets, temporary construction sites, and garage sales. The definition of temporary use shall not include city management and/or permitting of city facilities or usages otherwise governed by city ordinance or policy. Any temporary use established or operated within a park or facility operated by the City of Meridian Parks and Recreation Department shall be deemed to be either a special event or outdoor market.

3-4-3. Temporary uses—License and permit requirements for all temporary uses.

It shall be unlawful for any person to establish, operate, allow the operation or establishment of, or act as any temporary use without each and all of the following licenses, permits, and/or certifications, as applicable:

- A. *By law.* Any and all licenses, permits, and/or certifications required by local, state, or federal law.
- B. *By health department.* Any and all licenses, permits, and/or certifications required by the Central District Health Department.
- C. *By this Code.* Any and all licenses, permits, and/or certifications required by Title 10 of this Code.
- D. *By Code or policies.* Any and all licenses, permits, inspections, and/or certifications required by Title 13 of this Code and/or the policies of the Meridian Parks and Recreation Department.
- E. *By Highway District.* Written approval of the Ada County Highway District.
- F. *Exceptions.* A City of Meridian temporary use permit, except that a City of Meridian temporary use permit shall not be required for the following activities, provided that this exception shall not exempt such activities from any other requirements of law: First Amendment activity on public or private property; any sale, trade, gift, offer, or display required by court order or by law; garage sales; temporary construction sites; or fireworks sales.

EXHIBIT A

1. Application for a City of Meridian temporary use permit shall be made to the City Clerk, and shall include a completed application form provided by the City Clerk, which form shall include, but not be limited to:
 - a. The name, address, and tax identification number of the applicant, and/or, if the applicant is a partnership, company, or corporation, the name, address, and corporate or tax identification number of such entity. Addresses required by this subsection shall include both local and corporate addresses, as well as both physical and mailing addresses.
 - b. The names and addresses of all employees and/or persons who will be establishing, operating, or acting as a temporary use within the city under the temporary use permit. Addresses required by this subsection shall include both local and corporate addresses, and both physical and mailing addresses.
 - c. A description of the use, including any goods and/or services to be sold, traded, given away, offered, displayed, and/or delivered, or any activities or events scheduled to occur, under the temporary use permit.
 - d. A description of any structures that will be used in the course of activities, sales, trades, giveaways, offers, and/or displays under the temporary use permit.
 - e. A description of any and all motor vehicles to be used by or in the course of the temporary use, including license plate state and number, make, model, color, and other means of identification of such vehicle(s).
 - f. Site plan(s), floor plan(s), and/or map(s), which shall indicate the location(s) of any and all components of the proposed temporary use, including, but not limited to, any and all items listed in this subsection. Where any material change is made to an approved plan prior to or upon setup of the temporary use, an updated plan shall be submitted to the city and approved prior to operation of the use. The plan(s) and/or map(s) shall include, but need not be limited to, the following:
 - (1) Structures or tents,
 - (2) Displays,
 - (3) Goods,
 - (4) Vendors,
 - (5) Scheduled events,
 - (6) Restrooms,
 - (7) First aid stations,
 - (8) Drinking water sources,
 - (9) Garbage receptacles,
 - (10) Generators and any other mechanical equipment,
 - (11) Cooking equipment,
 - (12) Temporary signs,
 - (13) Devices of a carnival nature (e.g., pennants, strings of lights, ribbons, streamers, spinners, twirlers, propellers, and bubble machines),
 - (14) Entrance/exit drives,
 - (15) Areas and surfaces upon which vehicles will be driven,
 - (16) Areas and surfaces upon which vehicles will be parked,

EXHIBIT A

- (17) Sediment traps,
 - (18) Map of all streets and sidewalks upon which the event will occur, including the route(s) that the event will follow, and/or
 - (19) Traffic and pedestrian safety measures to be implemented, including barricades, traffic control equipment, crowd containment equipment, cones, directional signage, etc.
 - g. A description of the dimensions, quantity, and locations of any and all temporary signs that will be installed, erected, posted, or displayed for the purpose of identifying, promoting, advertising, or directing patrons to the temporary use.
 - h. Permission of owners of property upon which such temporary signs will be installed, erected, posted, or displayed.
 - i. A description and/or schedule(s) of the hours, locations, and means at and by which activities, sales, trades, giveaways, offers, and/or displays will occur under the temporary use permit.
 - j. Written permission of owners of all property or properties upon, through, or across which such temporary use shall operate and/or occur.
 - k. A description of the plan for the management and/or control of persons and/or crowds at the site(s) of such temporary use, including, but not limited to: The number and qualifications of any security personnel to be deployed; defensive and offensive equipment and/or techniques to be utilized by or available to such security personnel, including vehicles, weapons, and/or barriers; the method(s) by which persons or crowds will be moved, dispersed, and/or evacuated in the normal course of the temporary use and/or in case of emergency; and the method(s) by which information will be relayed to persons and crowds at the site(s) of such temporary use in case of emergency.
 - l. The plan for cleanup, teardown, and/or removal of the temporary use and the site(s) upon which it occurs or is operated, including, but not limited to, the removal of any and all: structures, displays, restrooms, temporary signs, garbage, litter, temporary ground cover, straw, and hazardous materials. Sediment traps may remain in place.
 - m. An agent upon whom service of process may be made in the State of Idaho.
 - n. Application fee as set forth in the fee schedule of the City Clerk's office, except that no application fee shall apply:
 - (1) Where applicant is or represents a nonprofit organization exempt from Federal Income Tax under 26 USC section 501(c);
 - (2) Where applicant is or represents a governmental entity; or
 - (3) Where applicant is seeking a temporary use permit for a temporary sales unit for the purpose of conducting fundraising activities for a school or youth organization.
2. Upon receipt of all application materials required by this subsection, the City Clerk or designee shall determine, and shall endorse upon the application findings and determinations regarding:
- a. The validity and completeness of the information therein;
 - b. Whether the proposed temporary use may be conducted in accordance with all applicable provisions of law, including, but not limited to, this section; and
 - c. Whether a violation of the Meridian Unified Development Code or of this section is occurring upon the property upon which such proposed temporary use will occur.

EXHIBIT A

3. Upon issuance of the findings, the City Clerk or designee shall either issue a City of Meridian temporary use permit to the applicant or deny the application. Where an application for a City of Meridian temporary use permit is denied, the City Clerk or designee shall notify the applicant of such denial in writing, which shall include notice of the right to appeal such decision, if any, as set forth in this subsection. Written notice of the denial shall be sent via U.S. mail or personally delivered to the applicant at the address set forth on the application.
4. The City Clerk shall deny an application for a temporary use permit where:
 - a. The application is incomplete or required application materials or fees have not been timely submitted;
 - b. Investigation of such application or application materials reveals that provided information is invalid, false, or incomplete;
 - c. The proposed temporary use will not be conducted in accordance with all applicable provisions of law, including, but not limited to, this section;
 - d. A violation of the Meridian Unified Development Code or of this section is occurring upon the property upon which such proposed temporary use is proposed to occur;
 - e. The applicant has been convicted of a violation of any provision of this section within the five (5) years preceding the date of submission of the application;
 - f. The applicant has an outstanding balance due and owing to the City of Meridian; or
 - g. The applicant has violated a provision of a prior special event agreement duly executed between the applicant and City within the five (5) years preceding the date of submission of the application.
5. The City Clerk or designee shall issue or deny temporary use permit within twenty-one (21) calendar days of receipt of a complete application for such permit.
6. Appeal of the City Clerk's issuance or denial of an application for a temporary use permit may be made by the applicant within fourteen (14) days of such issuance or denial, except that there shall be no right to appeal a denial on the grounds that the application is incomplete or required application materials or fees were not timely submitted. Such appeal shall be made in writing, shall state the reasons for such appeal, and shall be delivered to the City Clerk via U.S. mail or in person. Upon receipt of such appeal, the City Clerk shall schedule a public hearing on the appeal at a City Council meeting within thirty (30) days. The City Council's decision on such appeal shall be a final decision.
7. The City of Meridian temporary use permit shall include, on its face:
 - a. The name(s) of the permittee and any employees and/or persons permitted to operate or carry on a temporary use within the City under such permit;
 - b. The time(s), date(s), place(s), and manner at and by which the temporary use is permitted to occur;
 - c. A description of the structure(s) that may be erected under such permit;
 - d. A description of the caretaker unit that may be utilized for the purposes of security and maintenance of the site, if any;
 - e. A description of the permitted dimensions, quantity, and locations of any and all temporary signs that may be installed, erected, posted, or displayed for the purpose of identifying, promoting, advertising, or directing patrons to the permitted temporary use; and
 - f. Any and all other conditions of operation that are necessary to protect the public health, safety, and welfare and mitigate effects on surrounding property, including, but not limited

to, effects of traffic, parking, noise, vibration, odor, light, glare, distraction to motorists, and/or dust.

8. In addition to any and all other applicable civil or criminal penalties, the City Clerk or her designee may revoke a City of Meridian temporary use permit where:
 - a. Any term or condition of the permit is violated by the permittee or by any employee or person operating or acting under such permit.
 - b. In the course of operating a temporary use, the permittee or any employee or person operating or acting under such permit violates a provision of this section or of any other local, state, or federal law.
 - c. It is found, after issuance of such permit, that it was issued pursuant to falsified, inaccurate, or incomplete information on the application therefor.
 - d. The site, setup, and/or operation of the temporary use and/or any component thereof varies materially from the approved site plan.
 - e. Where a structural, mechanical, electrical, or plumbing permit and/or inspection is required as a condition of the temporary use permit approval and such permit was not issued or such inspection not passed.

The City Clerk shall notify the permittee of such revocation in writing, and shall mail such notice to the applicant at the mailing address set forth in the temporary use permit application. Such revocation shall be effective immediately upon mailing by the City Clerk.

9. Appeal of the City Clerk's revocation of an application of a temporary use permit may be made by the permittee. Such appeal shall be made to the City Council in writing, shall state the reasons for such appeal, and shall be delivered to the City Clerk via U.S. mail or in person. Upon receipt of such appeal, the City Clerk shall schedule a public hearing on the appeal at a City Council meeting within thirty (30) days. The City Council's decision on such appeal shall be a final decision.
- G. *Penalty.* A violation of this section shall be an infraction punishable by a penalty of one hundred dollars (\$100.00). In addition to such penalty, any person violating, allowing, or causing any provision of this section shall be subject to any and all other applicable administrative, criminal, and/or civil penalties. Each day upon which a violation of this section occurs and/or continues may be deemed a separate and distinct violation.
- H. *Enforcement.* Peace officers and/or Code Enforcement Officers shall be empowered to enforce the provisions of this section. An officer may call upon the services of the Planning, Fire, Parks and Recreation or other appropriate City Departments to assist in the enforcement of the provisions of this section. An officer may investigate any use or activity which he or she reasonably believes violates the provisions of this section. If an officer reasonably believes that a provision of this section has been violated, the officer may issue a citation to the person responsible for the violation or upon the owner or lawful possessor of the real property at or upon which the violation occurred. Such citation shall be served in accordance with the provisions of the Idaho Infraction Rules, which are incorporated herein by this reference.

3-4-5. Temporary uses—Standards for special events.

In addition to the standards for all temporary uses as set forth above, the following standards for time, place, and manner of operation or occurrence of special events shall also apply:

- A. *Application deadline.* A complete application for a temporary use permit for a special event shall be submitted to the City Clerk at least thirty (30) days prior to the first day of the proposed special event, provided that an application for a temporary use permit for a large scale special event shall be submitted at least sixty (60) calendar days prior to the first day of the proposed large scale special event.

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- B. *Application materials.* It shall be unlawful for an organizer of a special event, or any person, to conduct, allow, organize, or cause to be conducted or organized a special event without the following:
1. A City of Meridian temporary use permit.
 2. Written approval of the Ada County Highway District.
 3. Any and all applicable licenses, permits, inspections, and/or certifications from the Central District Health Department.
 4. Any and all applicable licenses, permits, inspections, and/or certifications from the Idaho Tax Commission.
 5. Any and all licenses, permits, inspections, and/or certifications required by this Title, including, but not limited to: server training certification.
 6. Any and all licenses, permits, inspections, and/or certifications required by Title 10 of this Code.
 7. Any and all licenses, permits, inspections, and/or certifications required by Title 13 of this Code and/or the policies of the Meridian Parks and Recreation Department.
 8. Written consent of the owner(s) of any and all property or properties on which the special event is to occur.
 9. Proof of an insurance policy, issued by an insurance company licensed to do business in Idaho, protecting the applicant and/or any employees and/or agents thereof from all claims for damages to property and bodily injury, including death, which may arise from operations under or in connection with the special event. Such insurance shall name the City as additional insured, and shall provide that the policy shall not terminate or be canceled prior to the expiration date without thirty (30) days' advance written notice to the City. Such insurance shall afford minimum limits of five hundred thousand dollars (\$500,000.00) per person bodily injury, five hundred thousand dollars (\$500,000.00) per occurrence bodily injury, and five hundred thousand dollars (\$500,000.00) per occurrence property damage, provided that the minimum limits for large scale special events shall be as set forth below.
- No provision of this subsection shall preclude the application of any and all other licensing and/or other applicable provisions of local, state, or federal law to any special event organizer, nor exempt any vendor or participant in a special event from compliance with any and all other licensing or other applicable provisions of local, state, or federal law, except that where a special event includes vendors or participants that would otherwise require City of Meridian licenses or permits to operate as mobile sales units or temporary sales units, such vendors and/or participants shall be exempt from such requirement, provided that this exemption shall apply only to vendors and/or participants represented on the site plan(s) or map(s) submitted by the organizer; and further provided that such exemption shall apply only for the time, at the place, and in the manner specified for such special event in a validly issued City of Meridian temporary use permit.
- C. *Term of use.* Special events shall be allowed for a period not to exceed fourteen (14) days within any ninety-day period.
- D. *Zoning restrictions.* It shall be unlawful for any person to conduct, allow, or organize a special event in a residential district, except that:
1. Neighborhood events or block parties shall be permitted in residential districts with a temporary use permit.
 2. Special events involving a route, such as races, parades, or marches may be permitted in residential districts with a temporary use permit.

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3. A special event that takes place upon a property with an allowed nonresidential use may be permitted.
- E. *Signs.* The following provisions shall apply to any and all temporary signs related to a special event:
1. It shall be unlawful for any person to install, erect, post, or display or to allow or cause the installation, erection, posting, or display of a temporary sign or temporary signs where the quantity or dimensions thereof exceed the limitations set forth in this subsection. No more than two hundred (200) temporary signs with an area not to exceed six (6) square feet shall be installed, erected, posted, or displayed for the purpose of identifying, promoting, advertising, or directing patrons to a special event. No more than twelve (12) temporary signs with an area not to exceed thirty-two (32) square feet shall be installed, erected, posted, or displayed for the purpose of identifying, promoting, advertising, or directing patrons to a special event.
 2. It shall be unlawful for any person to install, erect, post, or display or to allow or cause the installation, erection, posting, or display of any temporary sign identifying, promoting, advertising, or directing patrons to a special event upon any property without the permission of the owner of such property.
 3. Any and all temporary signs identifying, promoting, advertising, or directing patrons to a special event shall be removed within twenty-four (24) hours of the conclusion or close of such special event.
- F. *Additional specific standards for large scale special events.*
1. Preapplication meeting. At least fourteen (14) days prior to submission of an application for a temporary use permit for a large scale special event, the organizer of a large scale special event shall request and attend a preapplication meeting with City staff to identify and address potential hazards presented by such event to public health, safety, and convenience. Upon request by the applicant, the City Clerk or designee shall schedule such meeting, which may include, as necessary, City staff from the Police Department, Fire Department, Parks and Recreation Department, City Attorney's Office, and/or other departments.
 2. Application deadline. A complete application for a temporary use permit for a large-scale special event shall be submitted to the City Clerk at least sixty (60) days prior to the first day of the proposed special event.
 3. Application materials. It shall be unlawful for an organizer of a large-scale special event, or any person, to conduct, allow, organize, or cause to be conducted or organized a large-scale special event without the following:
 - a. Proof of an insurance policy, issued by an insurance company licensed to do business in Idaho, protecting the applicant and/or any employees and/or agents thereof from all claims for damages to property and bodily injury, including death, which may arise from operations under or in connection with the large scale special event. Such insurance shall name the city as additional insured, and shall provide that the policy shall not terminate or be canceled prior to the expiration date without thirty (30) days' advance written notice to the city. Such insurance shall afford minimum limits of one million dollars (\$1,000,000.00) per person bodily injury, one million dollars (\$1,000,000.00) per occurrence bodily injury, and one million dollars (\$1,000,000.00) per occurrence property damage.
 - b. Where required by city, a mutually negotiated and agreed upon special event agreement with the city to establish the terms and conditions of any city services or property to be used, whether as required by this chapter or at such organizer's election, including estimated payment due for all city services provided or necessary to support the event. city may provide city services necessary to support historic Meridian special events at no or reduced charge to organizer, as established by written agreement, where the provision of such services is deemed feasible and appropriate in the discretion of the respective

EXHIBIT A

department director(s). Notwithstanding the execution of such contract, all provisions of this chapter, including penalties for noncompliance, shall apply, in addition to any remedies set forth in such contract.

- G. *Unauthorized vendors.* It shall be unlawful for any person to operate as a mobile sales unit or operate any other temporary use at a special event or large-scale special event, or within the site or route approved under a City of Meridian temporary use permit for a special event, without authorization from the event organizer.
- H. *Penalty.* A violation of this section shall be an infraction punishable by a penalty of one hundred dollars (\$100.00). In addition to such penalty, any person violating, allowing, or causing any provision of this section shall be subject to any and all other applicable administrative, criminal, and/or civil penalties. Each day upon which a violation of this section occurs and/or continues may be deemed a separate and distinct violation.
- I. *Enforcement.* Peace officers and/or Code Enforcement Officers shall be empowered to enforce the provisions of this section. An officer may call upon the services of the planning, fire, parks and recreation or other appropriate city departments to assist in the enforcement of the provisions of this section. An officer may investigate any use or activity which he or she reasonably believes violates the provisions of this section. If an officer reasonably believes that a provision of this section has been violated, the officer may issue a citation to the person responsible for the violation or upon the owner or lawful possessor of the real property at or upon which the violation occurred. Such citation shall be served in accordance with the provisions of the Idaho Infraction Rules, which are incorporated herein by this reference.



City Clerk's Office

TEMPORARY USE PERMIT Application Special Event

ORGANIZER INFORMATION

Organizer name: Ammi Duke Phone: (405) 659-7922
Email Address: operations@idahorenfair.org
Organizer mailing address: 256 S. Cole Rd, Boise ID, 83709
Organizer physical address: 256 S. Cole Rd, Boise ID, 83709
Organizer's agent upon whom service of process may be made in Idaho (Person responsible for receiving legal documentation on behalf of Applicant):
Kathleen Danes, 208-908-8666, president@idahorenfair.org, 240 S. Rowena St. Nampa, ID 83686

Organizer seeks permit on behalf of (check one):

☐ Individual Organizer tax identification no.: _____
☒ Organization Organization name: Idaho Renaissance Faire, Inc.
Address: PO Box 61, Meridian, ID 83686
Organization tax identification no.: 32-0290838
Tax-exempt per 26 U.S.C. § 501(c)? ☐ No ☒ Yes (IRS letter required)

Persons, employees, vendors who will operate under this permit (attach additional sheet if necessary):

Additional Sheet

INDEMNITY AND CERTIFICATION

I hereby agree to indemnify, save and hold harmless, and defend the City of Meridian from the expenses of and against any and all suits, actions, claims, and/or losses of every kind, nature, and description, including costs, expenses, and attorney fees that may be incurred by reason of any act, omission, neglect, or misconduct of myself, the organizers or operators of, and/or any and all participants in the use(s), activities, or events described or depicted in this application, except where such loss is attributable to the tortious conduct of the City of Meridian or its employees.

I hereby certify that damage to the properties, locations, and/or routes at or upon which the use(s), activities, or events described or depicted in this application is not foreseeable, and agree that, if damage occurs, I alone shall incur any and all costs of restoring such properties, locations, and/or routes to their original condition.

Print applicant name: Ammi Duke

Applicant signature: Ammi Duke

Date: 8/2/26



City Clerk's Office

TEMPORARY USE PERMIT Application Special Event

EVENT INFORMATION

Name of event: Idaho Renaissance Faire 2026
Dates and times of event: October 10th + 11th 2026 10am - 6pm
Address/location of event: 6054 W Cherry LN, Meridian, ID 83642
Estimated Attendance: 10,500 patrons
Describe event (+ attach schedule): _____

Operations will include (check all that apply):

☒ Mobile food preparation ☒ Use of cooking oils

☒ Production of smoke/vapors

Will alcoholic beverages be served or sold? ☐ No ☒ Yes (include alcohol service area on site plan)

Structures to be used (include on site/route plan): Tents and Pop up Pavilions

Parking area(s) (include on site/route plan): Gross parking marked and guided by staff

Security measures (include on site/route plan): 3rd party security agency paid for event

Crowd control measures (include on site/route plan): Security monitoring of crowd 3rd party

Traffic control measures (include on site/route plan): Parking route created to keep road clear

Emergency communication and evacuation plan: 911/Security/Written Evac. Plan

Clean up and sign removal date/time: Tear down on Monday October 12th

Setup days prior / Tuesday October 6th - Friday October 9th

ROUTE INFORMATION (if applicable)

Starting point: _____ Ending point: _____

Route the event will follow (list all streets upon/along which event will occur + include on site/route plan):

How many on the route? Persons: _____ Vehicles: _____ Floats: _____ Animals: _____

Written Route safety plans (security and traffic control, barricades, cones, signs, etc. + include on site/route plan with approvals): _____

SIGN INFORMATION (include on site/route plan)

Event signs (limit 200 signs x 6 sf + 12 signs x 32 sf; landowner permission required for off-site signs):

Number of signs on site: 25 Size: 3x3 Location(s): parking area + inside fenced area

Number of signs off site: _____ Size: _____ Location(s): _____



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

IDAHO RENAISSANCE FAIRE INC
C/O KATHLEAN
PO BOX 61
MERIDIAN, ID 83686

Date:
09/22/2021
Employer ID number:
32-0290838
Person to contact:
Name: Mrs. Moll-Malone
ID number: 31262
Telephone: 877-829-5500
Accounting period ending:
December 31
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
March 22, 2021
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053432013771

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is the postmark date of your application.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Merchant Vendor	Contact Name	Email	Number	Goods/Services
The Iron Rations	Scott Anderson	TheIronRations@gmail.com	2085508226	fried rice, tacos, quesadilla, soda, water
Mountain Sunflower Coffee	Tammera peloquin	Mountainsunflowercoffee@yahoo.com	208-866-4608	coffee, tea, lemonade, water, soda, gatorade, red bull, cocoa, italian sodas
Idaho Crepe Company	Shaun Coltin Steele	idahocrepecompany@gmail.com	2088618524	crepes
Maui wowi Hawaiian	Luke Isaacson	ucanemailalohavibes@gmail.com	2083184395	hawaiian fruit smoothies
Holy oly os	Josie Grim	Hollydough@gmail.com	208-880-1175	mini donuts and themed drinks
Bochi Bochi - Japanese Eats	Rhett Atagi	bochibochi208@gmail.com	208-869-4922	takoyaki, yakisoba noodles, japanese rice bowls, kimchi curry tater tots, daily rotating special depending on seasonal and local produce
Simply Poured Brews & more	MICHELLE BRADFORD	simplypoured@yahoo.com	2097123680	lemonade, tea, frozen hot chocolate, italian sodas, coffee, cider, red bull
ScallyWagon	AnnMarie Carpenter/Gino Peart	thescallywagon686@gmail.com	8016036640	burgers, sandwiches, dirty sodas, ice cream
We Got Snacks	Audra Barkulis	wegotsnacks@gmail.com	702-580-5850	hotdogs, chips, snacks, drinks, pretzel bites, cotton candy
Pop's Popcorn	Roy Shuldberg / Chelsee Richens	poppers@popspopcornfactory.com	2083226549	gourmet popcorn, freeze dried candy, bottled drinks
Sugar puff cotton candy	Stephanie Pike	Sugarpuffgirls23@gmail.com	2088905450	cotton candy and candy salads
Smokehouse Grill	Kyndal Fondren	smokedturkeylegs@gmail.com	208-859-9655	turkey legs, bbq, bottled drinks, burgers
For the Love of Lemons	Neil Price	fortheloveoflemons23@gmail.com	2084076824	freshly squeezed lemonades of multiple flavors
Huckleberry Hut	Adrianne Thorpe	huckleberryhutlemonade@gmail.com	2089494881	lemonade with out fresh fruit and housemade fruit purees, hawaiian style donuts called malasadas, caramel apples, hot beverages, bottled water
The Rusty Dog	Kip or Julie Roberts	robertsrustydog@gmail.com	986-216-2705	corn dogs, fries, drinks
Honey Sunshine Bear's Bakery LLC	Rylee Meyer	rylee.meyer123@gmail.com	2533818354	cookies, bread, baked goods, and potentially flowers. baked goods are individually wrapped not concessions
Everything on a Stick	Emilee Newman	Everythingonastick2024@gmail.com	2082499609	a variety of foods on a stick such as: teriyaki chicken, chili shrimp, chicken and waffles, spicy candied bacon, biscuits and gravy, belgium dessert waffles, pretzels bites with cheese, candy sticks, cookie dough
Mad Mac	Rhi Hoisington	madmacfoods@gmail.com	9868951405	mac and cheese
Hot To Tot	Tina Cantrell	Tinacantrell777@yahoo.com	9072295498	bottled water, tater tots
Quickie Que BBQ & Grill	Brandon Petersen	quickiequebbq@gmail.com	208-440-6767	bbq items and sides, smoked turkey legs
Newe Stylez LLC	Teresa Garcia	teresagarcia9009@yahoo.com	7759346406	indian tacos, frybread, rez burger, rez chorizo, soda, water
The Crazy Hungarian	Marika Mesec	marikamesec@yahoo.com	951-970-8296	langos (fried dough), chimney cakes, sausages, stew, soup, soda, water
Sip and Scoop	Kelsee Sanchez	sipandscoopmobile@gmail.com	5412169557	ice cream, floats, sodas, coffee, water, energy drinks
The artisan bread shop & bakery llc	Kacie Gallagher	Theattisnbreadshop@gmail.com	2096585939	sourdough bread and pastries
MOS KETTLE CO	CYRUS GARNER	moskettleco@gmail.com	2086140422	on site kettlecorn, popcorn balls, drinks
Sippin Shack	Teresa Saubolle	Sippinshackid@gmail.com	2097816268	drinks, soda, tea, redbull, water, packaged treats/sweets

food vendors

Merchant Vendor	Contact Name	Email	Number	Goods/Services
Cozy Cat Crochet	Sydney Reyes	cozycatcrochetco@gmail.com	2089959384	crochet decor, hats, and hooks
Infernal Crafts Dice	Michelle Parish	crafts.infernal@gmail.com	2086440828	dice, game accessories
Lotus Dice	Jordan Clark	lotusdiceid@gmail.com	2087514485	dice, potions, headbands
Magical Meadows Crochet	Coral Robichaud	coral.robichaud@gmail.com	208-407-6773	crochet plushies, embroidered bags
Moonbeams	Keith or Mary Culver	Moonbeams@Silvermoonbeams.com	208-870-6408	jewelry
Nat 20 Dicer	Robert "Bob" Trager III	Nat20dicer@gmail.com	5868726021	dice, dice bags and trays, wands, soap, candles
We Geek Together	Nate Mellen	events@wegeektogether.com	8017031765	mugs, steins, flasks, coasters, dice, cards, drums, candles, crowns, jewelry, 3d printed, journals, hair pins, puppets, plushies
Zephyr Winds Leatherworks	Noelle Bruce	zephyrwindsleatherworks@gmail.com	9013043126	leather goods
Crooked Crochet Corner	Erin Mason	e.methnes@gmail.com	9862293265	crochet blankets, plushies, hats, scarves, keychains
HUCKLEBERRYCORNER	HEIDI JOHNSON	huckleberrycorner@gmail.com	2083710959	kids dresses, embroidered things, finger puppets
In Rose's Garden	ROSANNA BRAFFORD	inrosesgarden@gmail.com	4062129427	suncatchers, jewelry, bookmarks, hair accessories
MakeAFriendZoo LLC	Karen Martinez	MakeAFriendZoo@gmail.com	2089849442	make your own stuffie
The Mystic and The Mage	Samantha Little	sam@themysticandthemage.com	2086058866	tcg cards and accessories
Village Market Designs	Jessica Kaufman	etsyvillagemarketplace@gmail.com	2082073794	resin items, jewelry, costume accessories, decor, trinkets
Witchy Wayz Shoppe	Samantha Policy	Witchywayz1967@yahoo.com	208-800-1094	jewelry, viking gear, plushies, hats, cloaks
Elisheva's Hands	Elizabeth A Greeley	elishevashands@gmail.com	2083403013	palm reading
Skin and Bones	Nicholas Resch	nicholasresch@gmail.com	4069209132	faux taxidermy, resin skulls, earrings
GRAVITY LEATHERWORKS	rafferty bingham	raffertybingham@yahoo.com	2083925678	leather masks and accessories
Planted Cauldron	Karleen Grothe	Kparks@Plantedcauldron.com	5093296575	houseplants, garb, accessories, corsets
Scentys With Dani	Dani Braun	danijs64@gmail.com	2087038640	scenty waxes and warmers
Smash&Fia	Ashley Woolldridge	Smashandfia@gmail.com	2083400897	jewelry, clay items, crochet, dice trays
Rabbit Warren Studio	Jane Warren	rabbitwarrenstudio@gmail.com	208-982-2545	pottery
The Spooky Dinosaur	Nathan Veibel	thespookydinosaur@gmail.com	(208) 697-8770	art
PixieCutzofMagic / SkysthLimit3D	Mary Beth Denney	charmed2meetsutoo@hotmail.com	2089546169	wood creation kits, 3d printed items, minis, bookmarks, signs
Blitzwol Ink LLC and Not Your Average Tattoo Shop	Logan Butler	blitzwol.ink@gmail.com	5412128315	flash tattoos and piercings
Grizzly Knives	jason strattton	jstrattton0@gmail.com	2698164828	knives, axes
HEALING HENNA IDAHO	ROBYN JEAN DENNY	robynlean@healinghenna.com	2089848062	henna, face painting, hair bling, spoons
Intrigue and Entropy	Deanna Cook	INTRIGUEANDENTROPY@GMAIL.COM	2083804454	glass jewelry and decor, capes, costume accessories
Living Life in 3D	Evan Hale	maker@lii3d.com	2082833838	3d printed, leather, wood decore and items
Willful Glass	Marlene Klein	MarleneKlein-WillfulGlass@outlook.com	2089218818	stained glass, jewelry
Witchy's Wares	Jordyn Gallegos	Witchyswares@hotmail.com	5756405714	pillows, hats, frogs, aprons
Wrapped in Giggles LLC (The Cloak Guild)	Denise Hanson	wrappedin giggles@gmail.com	2084048325	cloaks, shirts, pants, dresses, helmets
Ravenwood Woodworks	Jennifer Jones	sales@ravenwood-woodworks.com	3602411798	epoxy and wood tabletop games
Fire'd Up Creations	Kathie Benjamin	benjaminkathie@gmail.com	2086973508	3d printed, lipgloss
KD Steampunk	Darla Reed	kdsteampunk@gmail.com	2082908875	jewelry, garb, armour, bags, frogs, etc
SPN3DPRINTS	Sheri Smith	sheri@spn3dprints.com	8017030604	3d prints
The Royal Artisan	sasha cummings	phonixnicht@gmail.com	3852191908	art, potions, crystalized books, leather art, resin, 3d printed, banners
DARK WING INDUSTRIES	KENDRA TAYLOR	kdk.dark.wing@gmail.com	2086974267	mini dnd game demos, interfaced game table, knick knacks, accessories
Stone Timbers LLC	John F Merritt	john.merritt@stonetimbers.com	2086954371	rocks, crystals, fossils, tie dye, wood items, 3d printed
P&S CASTLE LLC (DBA WEAPON MASTERS)	Benjamin M. Seare	ben@weaponmasters.com	2088814766	weapons and armour
The Bright Crystal & Crafting Booth	Lelah Beckerle	lelahbeckerle@gmail.com	9719857422	wands, dolls, knives, crowns, crystals, journals, knick knacks
Ye Twisted Emporium	Shannon Ferree or Jon Babbel	Yetwistedemporium@gmail.com	8017593691	brooms, crochet
Black Wolf Blades	MICHAEL D COLLINS	leakydaws@hotmail.com	2085705307	swords, axes, daggers
Disturbed Findings	Cathrine Melragon	disturbedfindings@gmail.com	208-406-4701	woodoo dolls, journals
cobias gabria	gabria	henniquezcozo02@gmail.com	9862739813	blankets
Danlaw Enterprises	Zach Lindsay	Zlindsay99@gmail.com	2086701381	taxidermy, furs, art, accessories, psychic readings
William Whiteman	William Whiteman	billwhiteman@gmail.com	2089014041	tcg cards and accessories
LUXE Candles	Stephanie Sawler	stephaniesawler@me.com	4155428045	candles, wax melts
Arthritis Crochet	Heidi Albert	Hmwoa@yahoo.com	5032908480	crochet, book dates, 3d printed keychains
Resin2bead LLC	Andrea Lawyer	Resin2bead@gmail.com	2082845155	sculptures, bracelets, bookmarks
Vintage Nerd Gaming	Crystal M. Booth-Fortney	Vintagenerdgaming@gmail.com	5412128133	games, potions, rpg books, accessories, plushies, bags, tcg cards, crystalized flowers, hats, skulls
KNOTS TO COLOR	Tenley Frederick	tenleysmith7@gmail.com	2089411788	coloring books, cards. embroidery kits, paper stars
On With The Show Costumes	Cheryl Blauer	onwiththeshowcostumes@gmail.com	2086311550	costumes, books, props, accessories, wands
Winterblade1980's Books Treasures and More LLC	April Kuper	akuper83705@gmail.com	2089653262	books, mugs, jewelry, stickers, pins, candles, seasoning salts
Artist of the Fae Folk	An'a Verdi	newstrengththom@gmail.com	208-907-2488	wool sculptures, necklaces, f-word doll
limesinc	Sandy Franciscak	sewauntiesandy@yahoo.com	208-250-1255	embroidered bags, clothing, balts, pins
Star Sisters Emporium	Natasha Khan	starsistersemporium@gmail.com	2083715043	bags, pens, dice, jewelry
Author JM Cullen	John Cullen	john.cullen.verseo@gmail.com	4357574707	sci-fi/fantasy books
Luna Lynne Designs	Jessica Swanson	lunallynnedesigns@gmail.com	5628106053	dice, sensory potions, journals, prints, stickers, dolls, books
Moonlight Elixirs	Nichole Guardado	guardadonichole@gmail.com	208-571-5345	soap, candles, balms, salts, salves
Napping Wyvern Press/Dreaming Lizard	Chris Hollaway	cchollaway@live.com	2089968660	books
Dragonfly Designz/celtic creations aka	Windi MacLeod	windi@dragonflydesignz.com	9493942938	crochet, jewelry, henna, swords, hair braiding, accessories
Loch and key witchery	Anali lochridge	Lochandkeywithchery@gmail.com	2087709701	bugs, bones, terrariums, furs
OhhSeede Works	Alan Solivan	Ohhseedeecoop@gmail.com	413-221-9478	art, stickers, pins, plushies
Rocky Mountain Mystics	Amie Van Curen	weisermysticsisters@gmail.com	2089066163	tarot readings, henna, jewelry, art, cooling products
Dragon & Butterfly Leathers	Ken Klein	kleinken80@gmail.com	208-509-0716	leather goods
pdhdesign	paul Douglas hunter	pdhdesign55@gmail.com	2083408531	walking sticks, staffs, clubs, marshmallow shooters, bottle openers
Firelink Traders LLC	Caleb Wilson	Firelinktraders@gmail.com	2083717693	loose leaf tea, knives, tea accessories
MakeSmithy	James Hess	makersmithy@gmail.com	2083898583	3d printed creatures, miniatures, teeny creatures
West Jensen Art	West Jensen	westjensenart@gmail.com	208-244-1351	ceramics
Davidic Destiny Paracord	Gwen Chester	Gwennnicoble26@gmail.com	2089608232	paracord things, bags and accessories
Sis't's	Christine Gattis	christine.gattis@gmail.com	2088663031	hats, wands, jewelry, body care, skulls, crystals
Willard's Whatnot Shop	Tammy Willard	tswillard76@outlook.com	530-409-6026	floral art, lanterns, jewelry, wall art, boxes, knick knacks
Design by Doe	Dowona Ulhry	Doeuhlry@gmail.com	208-807-7349	clay figures, jerlery, wands, suncatchers
The Whisper Shop	Sheree Schmalng	mwhisper56@gmail.com	5595894342	sun catchers, bells, incense, bags
The Rose and Fiddle	Kylee Prescott	theroseandfiddle@gmail.com	4357774272	shawls, tents, jewelry, cutting boards, beads, bookmarks, gloves, fans
Texas Rose Oddities	babs galkowski	taxidermy@rocketspots.com	3198009643	specimines and curios, bones, taxidermy, bugs, hides
Demeter's Garden Apothecary	Candiss West	demetersgardenherbs@gmail.com	8019133945	loose leaf tea, tea accessories, herbal remedies
HISTORY OF SURNAME	KATIE MCINTOCK	KATIEFML1969@GMAIL.COM	7606910029	family crests, name histories, name knick knacks
X Marks the Spot (formally Dreamtime Potions)	Alesha Blackwolf	dreamtimepotions@gmail.com	2088195785	perfume, potions, hour glasses, sun catchers, mugs, bow, dart guns, cat ears, crowns, bath salts
Mountain Meadows Soap & Candle	Tim Rightenour	mountainmeadowssoapandcandle@gmail.com	2082506491	soap, candles, fresheners, wax melts
Earth Brit	Charlene Branham	honzonyx1@gmail.com	2083691067	crystals, tarot readings
Akashic Moves Emporium	Akasha (Stephanie) Hungerford	Akashicmoves@gmail.com	4068850959	clothes, costumes, jewelry, props
Metliculous Eclections	dustie Smith	metliculous.eclections.ds@gmail.com	2088018764	crochet items
A Sip of Fantasy	Kenneth Baxter	Asipoffantasy24@gmail.com	307-413-6947	knives, mugs, dice, leather, lighters, wall art, knick knacks
Fantasy Faces LLC	Brielle E Nielson	brlinielson@gmail.com	2082266469	henna, bling, facepaint, stickers, hair tinsel
Ravensong Hollow	Chris (Moose) Nelson	Ravensonghollow@gmail.com	8013808069	laser engraved things, earrings, staffs, fairy gardens, alters
Divine Lotus Tea	Toni Hodge	toni@divine-lotus-tea.com	2082836667	loose leaf tea, tea accessories, robes and kimonos, towels, cushions
HoniPots	Honni L. Hoene	hilhoene14@gmail.com	2085032626	ceramics,
Tap and Trap	Matthew William Dollinger	Mateo4v@gmail.com	9712411350	furs, bones

Top Hat Crafts	Eric Smart	trifinity.cosplay@gmail.com	2083539276	wood and leather goods, staffs, doors, planters, accessories
Ale Illustrations	Ainsley Dendering	aleilluu@gmail.com	2087030033	illustrations, stickers, wood prints
Bobby's Craft Treasures	Robin Joseph	bjnid05@gmail.com	208-989-5459	crocket clothes, plushes, decor
Marrow's Edge	Sarah Marostica	s.ross9086@gmail.com	208-544-8356	linocut prints, patches, hats, clay
Yellow Shark Shoppe	Hannah Starratt	hannah.marie.starratt@gmail.com	2085803442	crochet tools, knitting tools, yarn holders, stitch markers, crechet hooks
GreatDepths	Serena Kiera Allen-Szatkowski	serenaredfox@gmail.com	2085590235	bags, accessories, taxidermy of fantasy creatures
Nordic Allure	Gloria Nyswonger	nordic.allure@gmail.com	4062244877	soap, oil, balm, pins, books, lotion
Sincerely, Theo Art	Theo Kissinger	sincerelythecoffeeolio@gmail.com	2085737800	art, prints, stickers, flower crowns, sculptures, drawing on the spot
The Blissful Burner	Sarah Ormsby	sarahs0226@gmail.com	6024353872	incense burners, incense
The Fairy Apothecary	Ashley McFau	ashley42099@gmail.com	2083206589	elixers and potion jars, paintings
The Rustic Raven	Linda Cates	lindacates@live.com	2082501975	mirror art
Moonlight Meow	Janet Martins	jemartins6373@gmail.com	2088991085	suncatchers, crowns, elf ears, staffs
Shire Hills- White Acres LLC	Jillian Whitaker	jillian@riafox.com	208-407-0022	food, market, quests, character interactions, soda
Dans custom wood work	Dan Pettit	pdpettit3.25.01@gmail.com	5419050510	woods weapons, resin books, woods art, canes
Homemade Heartmade	Sharon Nielsen	flittervby@gmail.com	512-945-8925	jewelry, crochet animals, doilies, clothes
Nomadic Knots	Alyssa Baker	nomadicknotscda@gmail.com	7758158148	leather harnesses, wallets, and goods
Mountain Rose Traveling Emporium	Rhonda Berles	rhondaberles@hotmail.com	2086272686	suncatchers, singing bowls, crystals, hair accessories, wooden swords, drinking horns, bracelets
Evermore Market	Leah Roper	Laroper88@gmail.com	5098086277	prints, bookmarks, stickers, hats, journals, amgnets
Kendra Hitchcock Art	Kendra Hitchcock	kh2610@gmail.com	8016369306	paintings, cards, stickers, pendants with paintings
Refuge LARP Boise	K Lewis-Koorring	owner.refugeboise@gmail.com	8016883111	larp info, info booth
The Mystic Peacock	The Mystic Peacock	themysticpeacock@yahoo.com	2088518781	maps, potions, jewelry
Psychocrafts Bardcore	Andreas Schernthanner	psychocraftsbardcore@gmail.com	2087203381	art, leather, candles, larp gear
Zonyas Workshop	Sonja Homa	sonjahomacntact@gmail.com	2089016003	henna, soap, soap dishes
ADVENTURE ARENA LLC	Clyde Mooney	adventure.arena.sparring@gmail.com	2086997051	sword fighting and sparring
Hazel Dahlia & The Forest Flirt	Heather Stanton	hazeldahliaandtheforestflirt@gmail.com	2088708089	dreadlock, braids, flower crowns, firefly art, art
Larry and Lenette Cox	Lenette Cox	LCL2007@Rocketmail.com	2088991115	wood products, suncatchers, bird feeders, yarn art
Celebrate Life Urban Farmette	Andrea Pace	celebratelifeagoats@gmail.com	2086068601	soap, bathbombs, lotion, brooms, herbs, scrubs
VvitchMagick (formerly CVLTCHAINS)	Savannah Hedegaard	smhstyles@gmail.com	2088638347	chainmaille jewelry, tools, bags, jester items
Vibrant Color Lab LLC	Richard Couch	rcouch78@gmail.com	2085469366	canvas art, printed art
Graz Wild Alaskan Dips,LLC	Michelle k dykman	grazwildalaskandips@gmail.com	9078306067	smoked salmon dips, charcuterie boards
Lulu and The Quilted Hare	Katie Vardjian	katie@luludeuxmillinery.com	9252857340	hats, accessories
Les is Glassworks	Seth Sims	Sethsimsproductions@gmail.com	2089729559	handblown glass art and sculptures
Feral Forged	Ray Higbee	emhryaerids@gmail.com	7066689779	handmade art using bones, thrifted items, nature bits, poetry prints
MCCALLISTER GARDENS	TARA MCCALLISTER	mccallistergardens@gmail.com	9704332846	fresh and dried flowers from a wooden cart
Lemmy's Leisure	Elaina Aaron	elaina.b.aaron1@gmail.com	940.8671036	handmade and handsewn garments, bags, corsets, and accessories, perfumes and oils
Crafting Sisters	Jenevieve Hagler	jabccosmo@gmail.com	208-741-4337	fishing lure jewelry, sun catchers,bird feeders, metal art, old farm house window doors, wood designs
Kismet Creative Co.	Lexi Halls	kismetcreative@outlook.com	2069489705	handmade fabric goods, jester crowns, bacs, scarves, and dolls
Mortimer and Gaunt	Jessica Robbins	jeagar14@gmail.com	208.406.4178	skull specimens
Oracle Scribing LLC	Najla Au	hello@oraclescribing.com	2082195119	illuminated initials, custom bookmarks, stickers, wax seal keepsakes, commissions for handwritten calligraphy scrolls
Jason Kyle	Jason Kyle	j.e.kyle.author@gmail.com	2088909586	historical fiction and fantasy books they wrote
Autumn Snow Hollow	Amie Thomson	amiethomson177@gmail.com	3150413444	novels by k.a. hart
Green Magick	Nic Frisia	Nic@greenmagickshop.com	6504763767	skin and hair care for sensitive skin and sensory issues
Tea Time Tales, LLP	Rebekah Roper	ttt.teatimetales@gmail.com	9713319937	strickers, prints, bookmarks, books by local authors
Barony of Arn Hold - Society of Creative Anachronism	Amanda Newill	arnhold.chatelaine@artemisiasca.org	3608011852	info booth
Blue Tulip Studios	Sabrina D Valdivia	bluetulipstudios@gmail.com	2086177601	ceramic goods
Olaf's Creations	kurt eshelman	kurt.stolal@gmail.com	208.859.1672	handmade wood objects, cutting boards, spoon holders, shelves, coat racks, misc
Touch of Topaz	Allison Gordon	208touchoftopaz@gmail.com	2088594183	face painting



City Clerk's Office

TEMPORARY USE PERMIT Application Special Event

SITE/ROUTE PLAN CHECKLIST

THIS SHEET MUST HAVE AN ATTACHED SITE PLAN

If your event is in a City of Meridian Park, go here to print a park map to complete your site plan.

Check below ALL items that will be present at the site of the event or route, and include each checked item on the site/route plan. (You may use the corresponding number to label items.)

Additionally:

- Where alcohol permits may be required, please contact the City Clerk's office at 208-888-4433 to obtain permitting requirements.
- Where structural, electrical or plumbing permits may be required, please contact Building Services Division at 208-887-2211 to obtain permitting, plan review, and inspection requirements.
- Where streets or sidewalks are to be used, please contact Ada County Highway District at 208-387-6140 as early as possible prior to event to obtain ACHD permitting and traffic plan requirements.

General:

- ☒ 1. Existing structures, fencing, signs
- ☒ 2. Temporary fencing
- ☒ 3. Temporary signs
- ☒ 4. Vendors, goods, displays
- ☒ 5. Cooking source
- ☒ 6. Garbage receptacles
- ☒ 7. First aid station, medical services
- ☐ 8. Existing restrooms
- ☒ 9. Portable/temporary toilets
- ☒ 10. Drinking water source
- ☒ 11. Musical or auditory performance
- ☒ 12. Amplified sound source
- ☒ 13. Parking areas
- ☐ 14. Sediment traps (11/1 – 5/31)
- ☐ 15. Dustless Surface (6/1 – 10/31)
- ☐ 16. Caretaker Unit
- ☒ 17. Public safety mobile command unit

Alcohol (alcohol permit may be required):

- ☒ 18. Alcoholic beverage sales or service
- ☐ 19. Alcohol consumption area

Structures (building permit may be required):

- ☐ 20. Temporary structures (include dimensions)
- ☒ 21. Temporary stage (include dimensions)
- ☒ 22. Tents or canopies (include dimensions)

Electrical (electrical permit may be required):

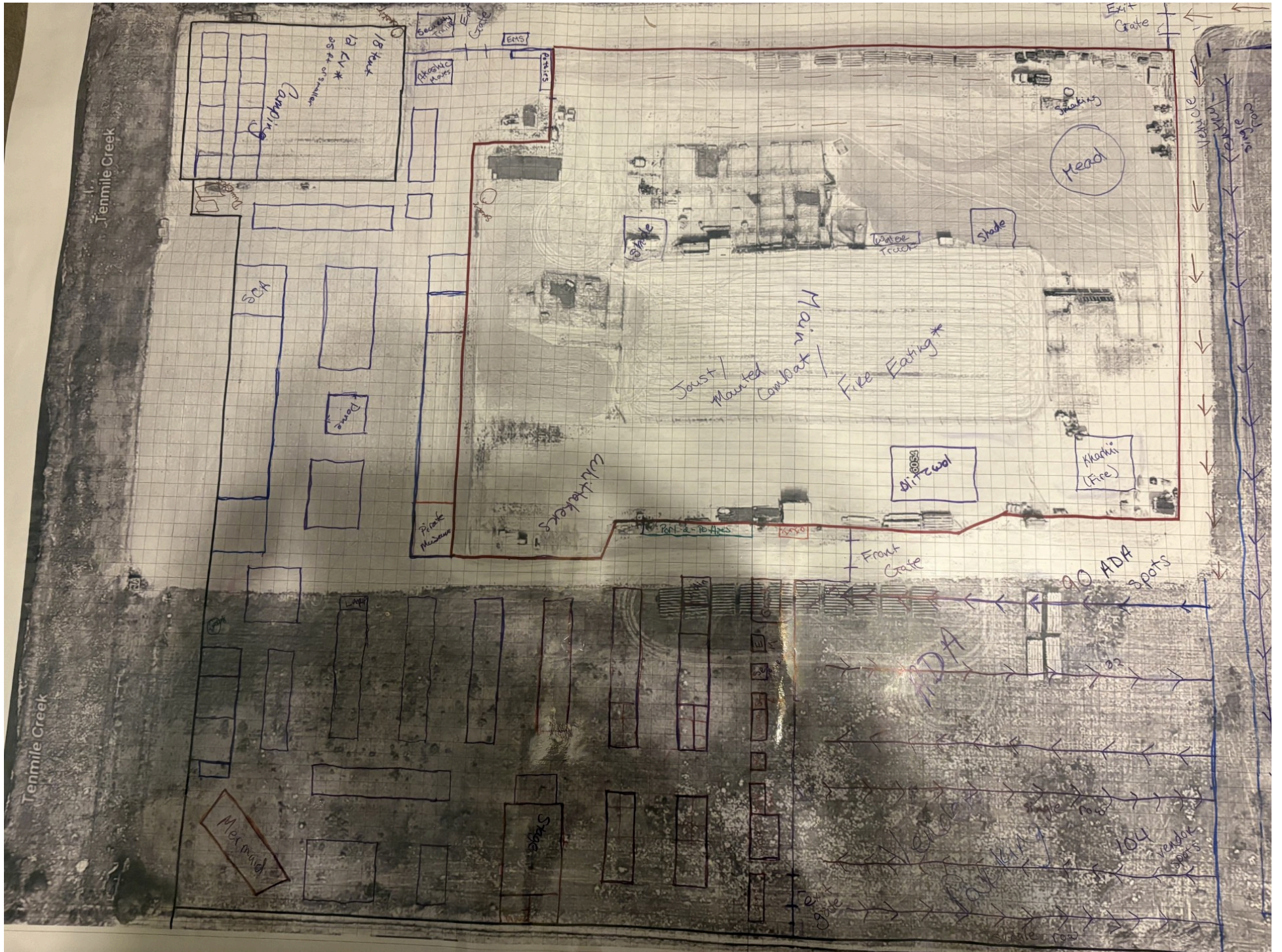
- ☐ 23. Electrical power source (existing)
- ☐ 24. Temporary electrical power source
- ☒ 25. Generators (size)
- ☐ 26. Temporary or emergency lighting
- ☐ 27. Electrical equipment grounding
- ☒ 28. Temporary power cords
- ☒ 29. Temporary power boxes
- ☐ 30. Temporary panel boards
- ☐ 31. Temporary transformers

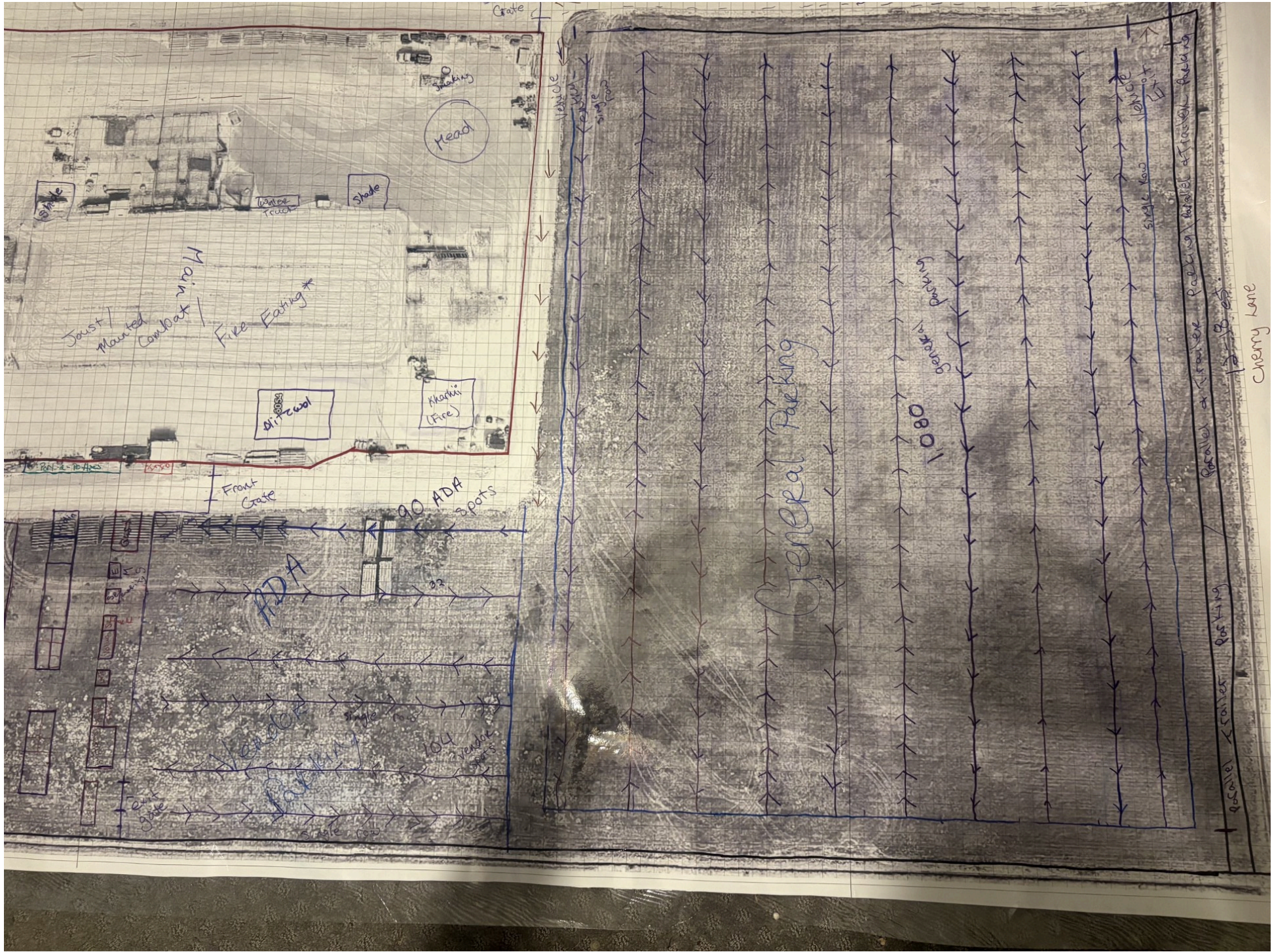
Plumbing (plumbing permit may be required):

- ☒ 32. Temporary water source
- ☐ 33. Temporary sewer source
- ☐ 34. Backflow prevention devices

Route/streets (ACHD permit may be required):

- ☐ Route map
- ☐ All streets to be used or closed
- ☐ All sidewalks to be used or closed
- ☒ Traffic control measures
- ☐ Crowd control measures





Site Plan – Tents, Security, Crowd Control

Tents and Structures-

Idaho Ren Faire setups and Merchant Vendor Setups – All setups for Idaho Renaissance Faire booths and areas are made up of pop up tent structures, pavilion style tents, Wooden temporary custom made tents, or pull behind trailers. All vendors are required to stake and secure tents and structures in compliance with OSHA guidelines. Osha Guidlines are provided in all vendor paperwork and require written agreement of compliance in order to be accepted as a vendor into our event.

Food Vendors –

All food vendors are required to obtain and maintain permits and licensing in compliance with Idaho Laws and regulations. They are also required to provide Certificate of Insurance for each event. List of food vendors with their contact information will be provided to Central District Health and City Clerks Office no less than 30 days prior to the event. Non compliant food vendors are not permitted to set up or participate at the event.

Security Measures -

Event will utilize licensed security agency Security Services to support safety and security needs. Security will have a team that will be parking control/traffic enforcement, monitoring of all gates open during event hours, monitoring of security tent, patrolling of the event patron/crowds, supervision of the fenced in area where alcohol will be sold, and will have a mobile security trailer on site at all times. They will also be providing overnight security monitoring. Security company will have full written evacuation plans, maps, and areas of concern no less than 30 days prior to the event. Finalized Safety Plans will be a document reviewed and agrees upon by both agencies for compliance and understanding. Idaho Renaissance Faire Inc staff and Security Services will work directly with law enforcement in the event of any and all incidents that are violations of Idaho Law or pose a direct threat/danger to any event attendees, staff, vendors, or entertainers.

Crowd Control – Security Services will be on site during all event hours to ensure public and crowd safety and control any incidents that may occur until law enforcement arrives if needed.

Site Plan – Parking Lot and Traffic Control

Parking Lot –

Front section of event grounds will be utilized for patron parking. Primary center lines will be painted into the field with vehicles parked end to end on either side of the line to give two rows. Primary parking area has been mapped to allow for 10ft width for each space and 18 feet of depth to accommodate vehicles. Primary parking will be alternating one way lanes at 12 ft wide to allow for movement in and out. Directionality of one Ways will be clearly identified with ground markings of directional arrows and periodic diagonal lines to indicate angle of vehicle. A team of security officers and volunteers will actively be in the parking area guiding patrons in and ensuring procedures are followed. The perimeter of the Primary Area will allow 24ft of width to accommodate two directional driving to better accommodate vehicles entering the lot and exiting. The nature of this event is one where patrons come and go as they please with only a small percentage staying from open to close. Lower end of the field allows for parallel parking for between 12 and 14 vehicles and will be used for parking of vehicles with trailers or pull behind units. The Primary Parking allows for 1,100 vehicles with this configuration. As standard parking is between 8 ft wide and 10ft wide, there is the potential to have additional spaces and the number provided is worst case.

ADA -

Directly West of the entry gate, a separated area of grass will be designated as ADA Parking due to proximity to gate and walkways. ADA parking area will also be a series of one way lanes with double lanes on either side. A frame signs will be used to identify the parking area. Markers will be setup with flags along front to clearly identify areas where driving is not permitted due to gate proximity and foot traffic. ADA spaces will allow for between 10 and 15 ft with space determination based on need. This parking area will have a dedicated attendant. This will provide a minimum of 90 ADA specific parking spots available.

Vendor Parking – There will be a designated vendor parking area West of the ADA area is a small area specific to vendors where vehicles will be parked before operating hours and remain beyond close hours. These will be on a one way format with double lane sides as well and account for 10 ft of space between vehicles. Total number of spaces will be 104.

Traffic Control – Parking lot has a designated entry and exit. Vehicles entering event will be required to drive forward 540ft and then will be directed to drive west on the primary double lane for another 420 ft and will be directed to the next available parking space by the parking lot security team. This will allow for a minimum of 38 vehicles to be on the property and off the road and will facilitate a smooth traffic flow to avoid congestion onto Cherry Lane. If the event that this is not sufficient to avoid obstruction on traffic on Cherry Lane, the security team will add two more people to their team and direct patrons to park at the back of the lot instead of the front to allow for an additional 480 ft for waiting vehicles. If the patron traffic is great enough that this accommodation is not sufficient, Security Services with dispatch Flaggers to Cherry Lane to control and direct traffic. Security Services is permitted for this action and flaggign plan will be provided upon approval by ACHD as part of the permit application. Permit application to ACHD to occur 45 days prior to the event preferably after approval of property lease by City of Meridian for event location if at all possible.

Exit is located on the southeast corner of parking lot. Exit will be monitored and flaggers will be used to control entry and exit of vehicles as needed based on event traffic.

Image of proposed parking lot plan is included as a secondary PDF document due to the overall size of the image.



August 10, 2026

RE: Authorization for Idaho Renaissance Faire - Event Permitting & Approvals

To Whom It May Concern:

The Treasure Valley Lions Club and Treasure Valley Rodeo hereby authorize the Idaho Renaissance Faire to pursue, apply for, and obtain any permits, licenses, approvals, inspections, and other authorizations that may be required to hold the Idaho Renaissance Faire at the Treasure Valley Rodeo Grounds.

The Idaho Renaissance Faire is authorized to work directly with the appropriate city, county, state, fire, health, law enforcement, and other governmental agencies or regulatory authorities as necessary to complete the permitting and approval process for the proposed event.

This authorization includes permission for the Idaho Renaissance Faire to identify the Treasure Valley Rodeo Grounds as the proposed event location on permit applications and related documentation and to provide this letter as evidence that the property owner/operator has authorized the proposed use for permitting purposes.

This letter is intended solely to authorize the Idaho Renaissance Faire to pursue the necessary permits and approvals. It does not replace any permit, license, inspection, insurance, fire, safety, health, or other requirement imposed by any governmental agency or regulatory authority. All such requirements must be satisfied before the event may take place.

The Treasure Valley Lions Club and Treasure Valley Rodeo are pleased to support the Idaho Renaissance Faire and its efforts to bring this event to the Treasure Valley Rodeo Grounds.

Sincerely,

Chris Taylor
President



PO Box 1111 | Meridian, ID 83680 | Treasurevalleylionsclub@gmail.com | www.treasurevalleyrodeo.org



"Serving the community the cowboy way"





Operations Plan



TO BE FILLED OUT BY EVENT COORDINATOR

Event Name: Idaho Renaissance Faire 2026
 Date: 10/10/2026 - 10/11/2026
 Operational Period
 Setup Time: 10/7/2026 - 10/9/2026 7am - 8pm
 Event Start Time - Event End Time: 10:00 am - 6:00 pm both days
 Event Location: 6054 W Cherry Ln, Meridian, ID 83642

Event Coordinator Information

Name: Ammi Duke
 Phone Number: 405-659-7922
 Email: operations@idahorenfair.org

Pre-event Safety Information:

Rain Call: Describe plan related to acclimate weather?

We are a rain or shine event that only closes in most extreme/dangerous conditions. In the event of hazardous weather, our staff will walk the event notifying all patrons and vendors that event must be vacated for safety.

Lost Children: Describe plan and location for lost children?

Lost children will be taken to the security tent at the front of the event. All available staff and security are provided a description of child or parents and search in a grid pattern. Additional security at gate are watching exiting patrons to ensure there are no children exiting in duress.

First Aid: Describe medical plan and location of medical personnel/tent?

Acute rescue is on site during event. Ambulance is at the back gate. First Aid tent at the front. EMS on golf cart patrol the event area during event.

Safety Personnel: (Duties): Describe how safety personnel is to be utilized, identified and located?

security and EMS are uniformed with identification at all times. Both are present during operating hours.

Event Summary: Give a brief summary of the event and it's overall purpose/objectives?

Event is a renaissance faire focused on performances and vending themed to history, arts, and entertainment. Created as a fun family friendly event that also supports arts in schools

Event Staff Contact(s): Name/Position/Phone number/email

Ammi Duke / Operations VP / 405-659-7922 / ~~operations@idahorenfair.org~~
Kathleen Danes / President / 208-908-8666
Joshua Danes / Treasurer / 208-697-9429
Tyson Stucki / Human Resources / humanresources@idahorenfair.org
Michelle Estrad / VP Entertainment / Entertainers@idahorenfair.org

Please include detailed maps of your event and traffic plan (if applicable)