



# REQUIRED APPLICATION MATERIALS

## Outdoor Festival Permit

Updated 3/10/2025

Yakima County Public Services

128 North Second Street · Fourth Floor Courthouse · Yakima, Washington 98901  
(509) 574-2300 · 1-800 572-7354 · FAX (509) 574-2301 · [www.co.yakima.wa.us](http://www.co.yakima.wa.us)

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### PLEASE ATTACH THE FOLLOWING TO THE FORM:

- All applicable project permit forms are fully filled out (YCC 8.10.040).
- A General Application form fully filled out and signed by the property owner(s) of all lots involved (YCC 16B.04.020(1)(a)).
  - a. For properties owned by a charity or corporation, submitting the Washington Secretary of State registered agent information is required;
  - b. If you are signing the application as a power of attorney, executor of a will, or similar, a copy of the legal documentation assigning such authority is required; and,
  - c. If the application is associated with a school district, fire district, or similar, it must be signed by a board member, commissioner, elected executive, or additional legal documentation indicating another person has signing authority for the entity.
- A site plan meeting all the requirements of YCC 19.30.070.
- Written confirmation of approval of the outdoor festival from the following offices:
  - a. Yakima County Sheriff's Office
- Written consent from all property owners in which festival activities will occur or attendees will travel upon that all State and Yakima County law enforcement officers, fire-control officers, and other necessary governmental personnel have free access to the site.
- Payment for all required Planning Division and additional fees (YCC 16B.04.020(1)(e) and YCC Title 20). These fees do not include Hearing Examiner fees, final review fees, recording fees, and other potential fees from permits required upon review of the application.