

Memorandum

DATE: JULY 19, 2024

TO: DOUGLAS J. DEBORD, COUNTY MANAGER

FROM: TERENCE T. QUINN, AICP, DIRECTOR OF COMMUNITY DEVELOPMENT *SK for TD*

CC: MATT JAKUBOWSKI, AICP, CHIEF PLANNER
JEANETTE BARE, AICP, CURRENT PLANNING MANAGER
STEVEN E. KOSTER, AICP, ASSISTANT DIRECTOR OF PLANNING SERVICES

**SUBJECT: 6359 AIRPORT ROAD, COLORADO SCOTTISH FESTIVAL –
MAJOR ENTERTAINMENT EVENT**

PROJECT FILE: EE2024-004

Additional documents not included in the staff report are attached for Board of County Commissioners review prior to the July 23, 2024, public hearing. Attachments include:

- Approved Liquor License
- Approved South Metro Fire Special Event Permit



By Authority of the Board of County Commissioners

Valid only for this organization at this location

**St. Andrew Society of Colorado
6359 Airport Rd
Sedalia, CO 80135**

Permit Number: LL2024-037

Special Event Permit

**To Sell / Serve Alcoholic Beverages for On-Site Consumption
in Unincorporated Areas of Douglas County, Colorado**

Valid for the following Period:

	Date	Hour		Date	Hour
From:	8/2/2024	9:00 AM	To:	8/2/2024	10:00 PM
From:	8/3/2024	9:00 AM	To:	8/3/2024	10:00 PM
From:	8/4/2024	9:00 AM	To:	8/4/2024	5:00 PM

This permit is issued subject to the laws of the State of Colorado and especially under the provisions of Title 44, Article 5, Colorado Revised Statutes. This permit is non-transferable. It is issued only for the specific location described above, and must be conspicuously posted at that location.

A handwritten signature in blue ink, appearing to read "Spude", is written over a horizontal line.

Liquor Clerk



SOUTH METRO FIRE RESCUE

Fire Marshal's Office

9195 E Mineral Ave, Centennial, CO 80112

www.southmetro.org 720-989-2230

Special Event Permit

Permit Number:	SPCEVENT24-03011
Permit Type:	Special Event
Review Date:	07/09/2024
Event Name:	Colorado Scottish Festival
Event Date(s):	08/03/2024-08/04/2024
Event Location:	6359 Airport Rd
Event Description:	Cultural festival including entertainment, competitions and vendors.

Applicant Name:	Heather Miller
Applicant Phone:	(303) 941-5081

**PLEASE KEEP ALL APPROVED PLANS ON-SITE
THROUGHOUT THE DURATION OF THE EVENT.**

**TO AVOID DELAYS AND ADDITIONAL COSTS, IT IS THE
PERMIT APPLICANT'S RESPONSIBILITY TO NOTIFY
SOUTH METRO FIRE RESCUE OF ANY CHANGES TO THE
APPROVED PLAN SET.**



Maintain emergency vehicle access to the polo field at all times.

See Approval Conditions Letter (herein) for complete list of fire code requirements.



Vegetation in parking areas is to be mowed short immediately prior to the event.

Entrance to fork is about 840 feet. It can fit roughly 35 cars before they back up onto Airport Rd. Cashier point can be moved to further down the road if backups begin.

1,600-ish Parking Spaces on dirt (9.5'x20')

60 ADA/VIP Parking Spaces (10'x20')
Rideshare Pick Up/ Drop off Area

ADA & VIP Parking

Attendant directing parking access

Parking Attendant Coordinating payment and directing parking

Foot path to Festival
Leaving ADA zone lights

2024 COLORADO SCOTTISH FESTIVAL

Map Date: 6/9/2024 *Subject to Change*

- | | | |
|---|---|---|
| <ul style="list-style-type: none"> Concert Musician Trailer Field Lights ATM SAS/Info/Lost & Found (Saturday Only) First Aid Main Gate Electrical Cord Stumps Food Vendors Vendors Clans Piping A1: Athletics Dogs DB Headcams British Cars (Bx15) Headquarters Volunteers Lunch Coordinators Truck Hand Wash & Toilets Power Needed Generator Donor Banners Feather Flags Flags | <ul style="list-style-type: none"> Barrier section = 10' Barrier - Crowd Direction Barrier - Polo safe zone SAS/Info/Lost & Found (Saturday Only) move to stop boards for Sunday Barrier - Snow Fence to block access to stables Barrier - Around Generators Pole field stop boards Moveable section of fence for Emergency Access Goal Starts (not printed on all maps) Light Tower Mary Queen of Scots | <p>Vendor Map Assignments</p> <p>Food Vendors</p> <ul style="list-style-type: none"> F01 - General By Anderson 10x20 F02 - Celtic Chicken (Irish) 10x20 F03 - Remy's Tent 10x20 F04 - GB Fish & Chips (Irish) 10x20 F05 - Kona Grill (Irish) 10x20 F06 - 20x20 F07 - 20x20 F08 - Heritage Meat Pies (Irish Tent) 20x20 <p>Craft/Service Vendors - 2023 list</p> <ul style="list-style-type: none"> V1 - General By Anderson 10x10 V2 - Samsky 10x10 V3 - Brandeem Pottery 10x10 V4 - ZANZO 20x10 V5 - Tactian Reupholster 10x10 V6 - The Needy Nerd 20x10 V7 - Taylor's Cuff 20x20 V8 - Sewday Custom Creations 10x10 V9 - Dragon Lash Designs 10x10 V10 - Thrive Mountain Trading 20x20 V11 - Heather Hill Arts 10x10 V12 - Heather Hill Arts 10x10 V13 - Diverse Minerals 10x10 V14 - Diverse Minerals 10x10 V15 - Jeannerson's Fine Design 10x10 V16 - 10x10 V17 - Southworth Enterprises LTD. 10x10 V18 - Gardenia Tent 10x10 V19 - Dee Devine Boutique 10x10 V20 - 10x10 V21 - Wag in Wash Highlands Ranch, (Irish) 10x10 V22 - 10x10 V23 - 10x10 V24 - 20x10 V25 - 10x10 |
|---|---|---|



Airport Rd.

ROUGH LANDSCAPE

Isle Spacer 24'

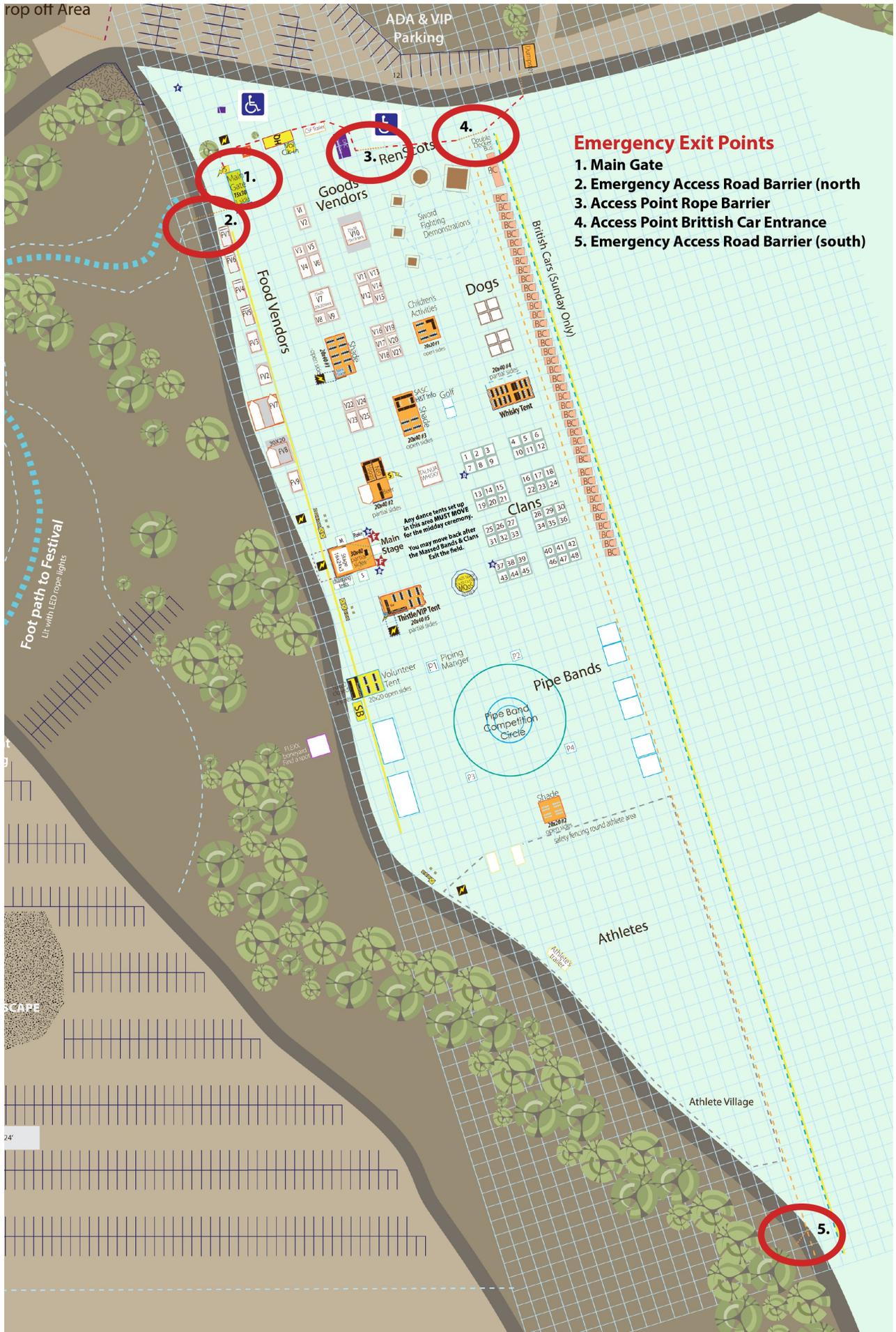
British Cars (Sunday Only)

Piping Manager

Athletes

Athlete Village

Polo field



Emergency Exit Points

- 1. Main Gate
- 2. Emergency Access Road Barrier (north)
- 3. Access Point Rope Barrier
- 4. Access Point British Car Entrance
- 5. Emergency Access Road Barrier (south)

Drop off Area

ADA & VIP Parking

Foot path to Festival
Lit with LED rope lights

SCAPE

24'

3. Rope Barrier

1. Main Gate

2. Emergency Access Road Barrier (north)

4. Access Point British Car Entrance

5. Emergency Access Road Barrier (south)

Goods Vendors

Food Vendors

Sword Fighting Demonstrations

Dogs

Children's Activities

British Cars (Sunday Only)

Whisky Tent

Golf

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2024 COLORADO SCOTTISH FESTIVAL

Map Date: 6/9/2024 *Subject to Change*

-  Concert Musician Trailer
-  Pole Lights
-  ATM
-  SASC/Info/Lost & Found
-  First Aid
-  Main Gate
-  Food Vendors
-  Vendors w/13x13 space
-  Clans w/12x12 space
-  Piping
-  Athletics
-  Dogs DBI
-  RenScots
-  British Cars (8x15)
-  Headquarters
-  Volunteers Lunch Coordinators Truck
-  Hand Wash & Toilets
-  Power Needed
-  Generator
-  Dori Banners
-  Feather Flags
-  Flags
-  Barrier section = 10'
-  Barrier - Crowd Direction
-  Barrier - Polo safe zone (Saturday Only) move to stop boards for Sunday
-  Barrier - Snow Fence to block access to stables
-  Electrical cord ramps
-  Barrier - Around Generators
-  Polo field stop boards
-  Moveable section of fence for Emergency Access
-  Grid 15x15 (not printed on all maps)
-  Light Tower
-  Mary Queen of Scots



Vendor Map Assignments

Food Vendors

FV1 -	10x20
FV2 - Celtic Chicken (trailer)	10x20
FV3 - Rory's (tent).....	10x20
FV4 - GB Fish & Chips (truck).....	10x20
FV5 - Kona Ice (truck).....	10x20
FV6 -	20x20
FV7 -	30x30
FV8 - Herritage Meat Pies (trailer/tent) ...	20x20

Craft/Service Vendors - 2023 list

V1 - .Reneral By Anderson.....	10x10
V2 - .Sunrun.....	10x10
V3 - .Brandbeorn Pottery.....	10x10
V4 - .ZAXZO	20x10
V5 - Reclaim Repurpose.....	10x10
V6 - .The Nerdy Wolf.....	20x10
V7 - .Taylor's Croft.....	20x20
V8 - Seader Custom Creations.....	10x10
V9 - .Dragon Lair Designs	10x10
V10 - .Thistle Mountain Traders.....	20x20
V11 - Dalriada Handcrafts LLC	10x10
V12 - .Heathen Wire Works.....	20x10
V13 - Treasure Hill Arts.....	10x10
V14 - Olsen's Minerals	10x10
V15 - .Jeansonne's Fine Designs	10x10
V16 -	10x10
V17 - Southworth Enterprises LTD	10x10
V18 - Gardenia Tarot.....	10x10
V19 - Dee Devine Boutique.....	10x10
V20 -	10x10
V21 - Wag n Wash Highlands Ranch.	10x10
V22 -	10x10
V23 -	10x10
V24 -	20x10
V25 -	10x10

2024 Colorado Scottish Festival

Conditions of Approval for Special Event Permit issued by SMFR

The following requirements will apply to specific components of the Colorado Scottish Festival planned for August 3-4, 2024, at 6359 Airport Rd in Sedalia:

Tents

1. Pop-up tents must be installed **and anchored** in accordance with manufacturer's specifications. Each tent should be staked into the earth or anchored using adequate weight to withstand adverse weather conditions.
2. Groupings or rows of pop-up tents may not exceed 700-sq. ft. in aggregate size without a 12-ft fire break separation from other tents/groupings.
3. Tents which are larger than 400-sq. ft. in size (700-sq. ft. if no sidewalls are attached) require a separate Temporary Structure permit issued by SMFR. **Please instruct your tent vendor(s) to apply for this permit through their usual permit process.** Since the tents are a component of a permitted event, there will not be a fee assessed for the tent permit.
4. Tents installed on a stage or elevated platform must meet the requirements listed in Item #3 under the Stages section below.
5. Cooking may not be performed beneath tents. Please ensure any cooking appliances are positioned outside of the tents. If the cooking produces grease-laden vapors, sparks, or involves an open flame, a 20-ft separation from tents is required.
6. Generators, vehicles, and other devices with an internal-combustion engine must be at least 20-ft from tents.

Generators

1. Generators must be isolated from the public and protected against tampering.
2. Generators must be a minimum of 20-ft from tents.
3. All electrical appliances and cords must be rated for outdoor use.
4. Generators, cords, and other electrical components must not present a trip hazard or be positioned in a path of egress.

Stages

1. Stages and elevated platforms are to be installed, assembled, braced, and utilized in accordance with manufacturer's specifications, including any required guardrails.
2. Weight of equipment/personnel on the stage deck, and weight of equipment suspended from stage rigging must not exceed the total weight for which the stage is rated to withstand.
3. Tents may not be anchored to a stage without prior approval. If tents are to be attached or installed upon a stage, stamped engineering documents must be provided, which include the combined wind load, uplift calculations, required ballasting/anchoring, and effect of the weight of the tent in relation to the weight capacity of the stage. Douglas County Building Department approval will also be required.
4. In the event of wind or other adverse weather conditions, the High Wind Action Plan for the stage is to be followed to ensure the safety of performers and attendees.
5. Stage may be subject to approval and inspection by the Douglas County Building Department.

Crowd Control Barriers

1. Crowd control barriers must allow for unobstructed egress from the structure/enclosed area at all times.
2. Based on the total anticipated attendance of 1,500 people, **four exits are required** (as shown on Site Plan). The opening of each exit must measure no less than 6-ft in width.
3. Blow-out gates (emergency exits not intended for general use) may remain closed (not locked or latched) during the event, however they must be attended at all times by adult who can immediately open the gate if rapid egress becomes necessary.

Mobile Food Preparation Vehicles (food trucks)

1. All mobile food vendors at your event must possess a valid Food Truck Permit from South Metro Fire Rescue. As this is a new process in 2024, please advise your food vendors to call 720-989-2272 if they have questions or require any assistance in obtaining approval prior to your event.

Emergency Plan

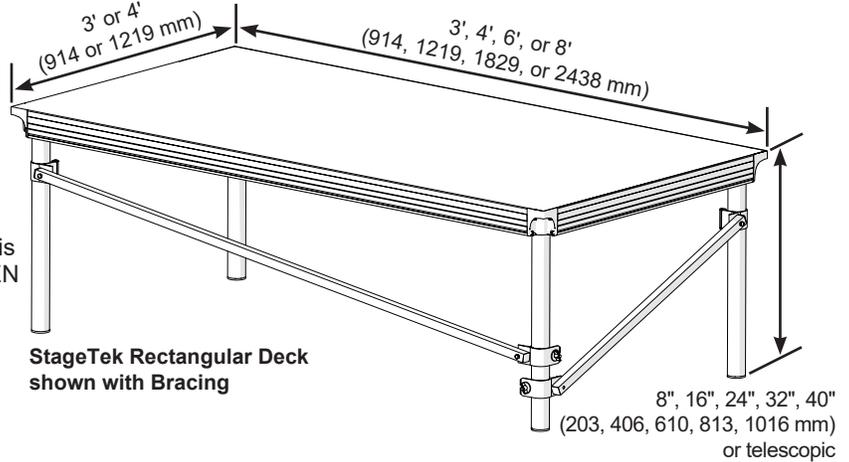
1. Trained crowd managers are to be provided for outdoor events in which more than 1,000 people are present at a ratio of 1 Crowd Manager for every 250 attendees on-site.
2. Emergency vehicle access must be maintained to and from the event area at all times. If emergency response is needed, be prepared to provide the exact location that responders are needed and then guide emergency vehicles into the area once they arrive.
3. Weather must be constantly monitored. In the event of inclement weather, appropriate steps must be taken to ensure the safety of attendees.
4. In the event of an emergency, all music and amplified sound must be paused to ensure attendees are able to clearly hear instruction from event staff.

StageTek® Staging System

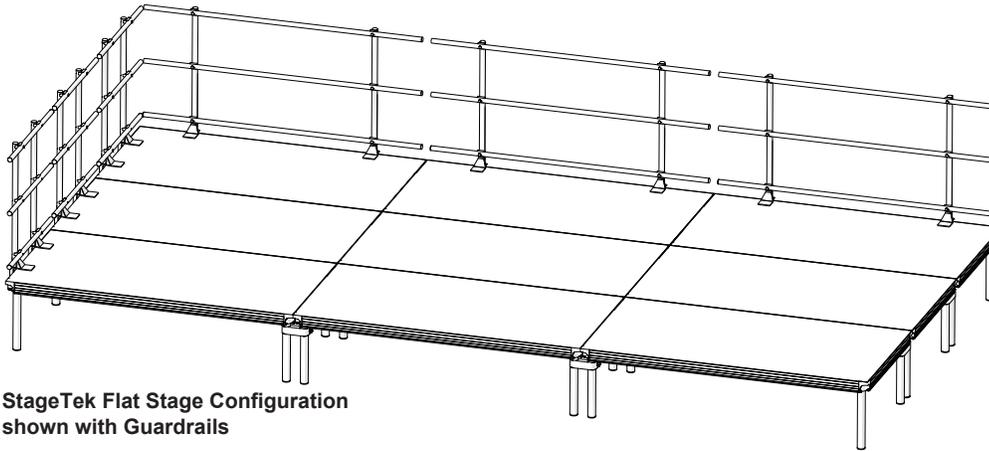
StageTek is a highly flexible design and can be used to accommodate many unique and custom applications. Please contact your Wenger Representative to discuss your needs.

System Description

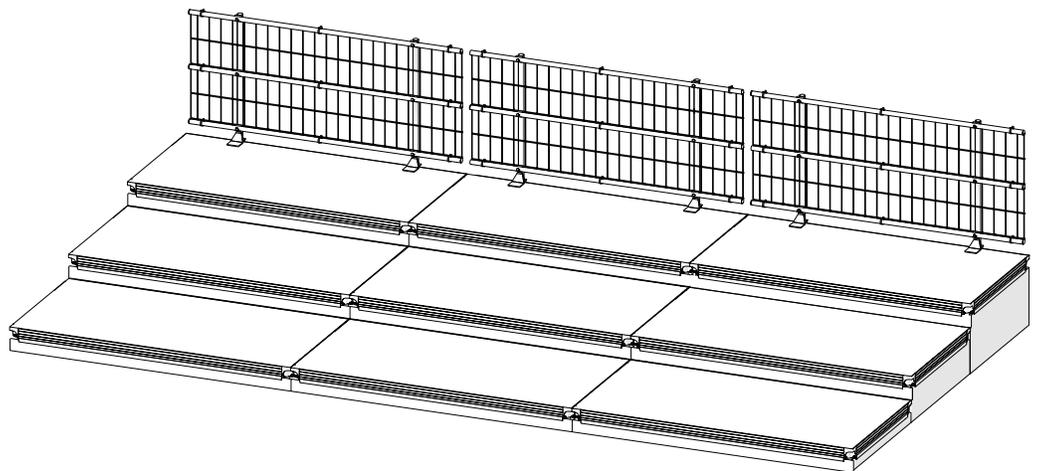
- 280A200... Rectangular decks are available in the following sizes:
 3' x 3' (914 x 914 mm): 37 lb (17 kg)
 3' x 6' (914 x 1829 mm): 65 lb (29 kg)
 3' x 8' (914 x 2438 mm): 87 lb (39 kg)
 4' x 4' (1219 x 1219 mm): 59 lb (27 kg)
 4' x 6' (1219 x 1829 mm): 85 lb (39 kg)
 4' x 8' (1219 x 2438 mm): 107 lb (49 kg)
- Pie shaped and custom decks are available
- Five-year warranty
- Environmental attributes and LEED compliance for this product can be found at www.wengercorp.com/GREEN or by contacting your Wenger representative



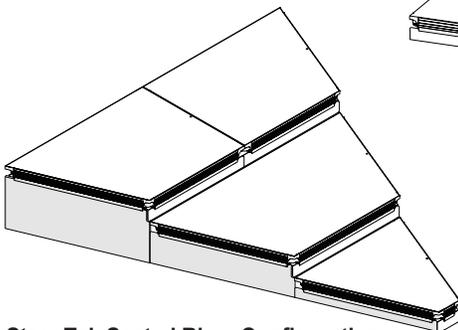
StageTek Rectangular Deck shown with Bracing



StageTek Flat Stage Configuration shown with Guardrails



StageTek Seated Riser Configuration shown with Guardrails, Infill Panels and Closure Panels

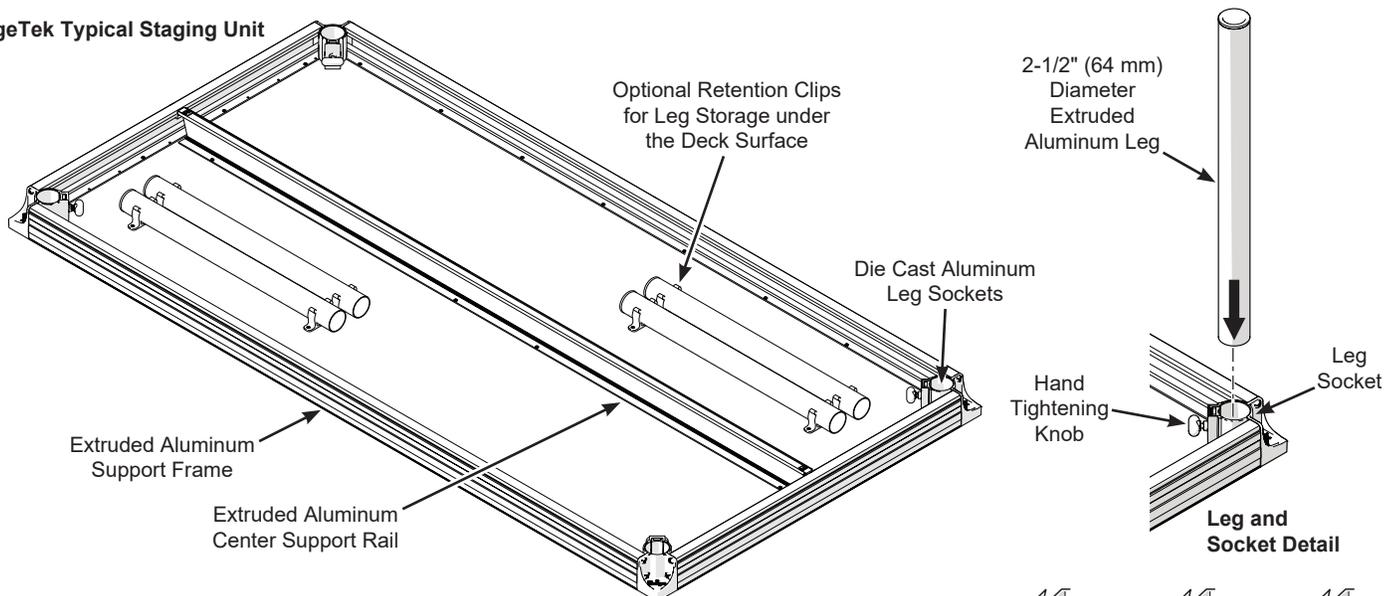


StageTek Seated Riser Configuration with Pie Shaped Decks and Closure Panels

Features

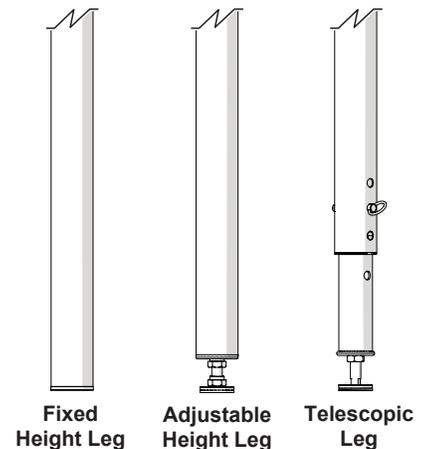
- Platform decks are 3/4" (19 mm) thick and constructed of Group I veneer plywood with a protective laminate on both sides
- Surface options:
 - Black Standard (Cracked Ice Polypropylene): A slip resistant overlay recommended for general multi-purpose
 - Black Versalite-Match (Moroccan): A slip resistant overlay that will match Wenger Versalite decks
 - Black Heavy-Duty (Quadriple): An aggressive textured overlay for applications requiring greater slip resistance
 - Natural or Painted Hardboard: A 1/2" (13 mm) plywood bonded between two faces of 1/8" (3 mm) tempered hard-ply
 - Carpeted: Manufacturer's standard grey carpet over a 5/8" (16 mm) plywood core (contact Wenger for a sample)
 - Carpet Ready: A 5/8" (16 mm) plywood core ready to receive carpet surface
 - Black powder-coat paint finish is available for the deck surface, frame and legs (not telescopic legs)
- Dynamic impact loading: 10,000 cycles of 400 lb-force (181 kg-force) at six locations per 4' x 8' (1219 x 2438 mm) rectangular deck
- StageTek Load Ratings as measured on a 4' x 8' (1219 x 2438 mm) rectangular deck:
 - Standard Uniform Live Load for decks with 4 legs: 125 lbf/sq ft (6 kN/sq m), meets L/75 deflection criteria
 - Heavy Duty Uniform Live Load for decks with 5th leg (as needed or smaller deck): 150 lbf/sq ft (7.2 kN/sq m), meets L/180 deflection criteria
 - Heavy Duty Uniform Live Load for decks with no 5th leg, added stiffener(s): 150 lbf/sq ft (7.2 kN/sq m), meets L/180 deflection criteria
 - Lateral Live Side Load: 12 lbf/sq ft (0.6 kN/sq m) based on deck top surface area, meets IBC code
 - Caster Load: 300 lb (136 kg) applied via 2" (51 mm) diameter by 2" (51 mm) wide flat rubber wheel with no appreciable surface deformation
 - Concentrated Load: 500 lb (227 mm) on a single 6" x 6" (152 x 152 mm) square area per deck
- Standard rectangular decks feature spaces under each platform unobstructed by folding frames or braces allowing for easy storage/ storage space under the system
- Frame and edging are fabricated from 4" (102 mm) tall aluminum extrusion; extrusion is designed with a slight recess for hook and loop skirting attachment and also features notches hidden on the inside of the frame to accept accessory attachments
- Decks feature fully replaceable components including corners, frame, and wood deck; replaceable in the field with common tools
- An aluminum extrusion center support rail is featured on deck sizes:
 - 4' x 8' (1219 x 2438 mm), 4' x 6' (1219 x 1829 mm) and 3' x 8' (914 x 2438 mm)
- The frame is designed for safer, easier handling and features rounded contours ergonomically sized for a secure power grip (closed grip)
- Standard unit-to-unit connectors are 2" (51 mm) wide, heavy-duty hook-and-loop straps with a metal d-ring; two straps are provided with each rectangular deck to connect unit legs together
- Leg braces are available to provide additional stability

StageTek Typical Staging Unit



Leg Options

- Available leg options include fixed height, adjustable height and telescopic
- Standard rectangular decks have four die cast aluminum leg sockets; legs are quickly secured without tools by just rotating the knob
- Standard legs are fabricated from 2-1/2" (64 mm) diameter aluminum extrusions and are finished with non-marring cap
- Available in lengths that result in the following deck heights:
 - 8" (203 mm), 16" (406 mm), 24" (610 mm), 32" (813 mm) and 40" (1016 mm)
- Adjustable telescopic legs feature a threaded leveling foot finished with a rubber pad and non-rattling telescopic adjustment secured with a quick-release pin and jam nut; available in lengths that result in the following deck heights:
 - 16"-28" (406-711 mm), 24"-40" (610-1016 mm) and 30"-54" (762-1372 mm)
- Black powder-coat paint finish is available for fixed height legs and adjustable height legs; not available for telescopic legs
- Custom leg sizes are available

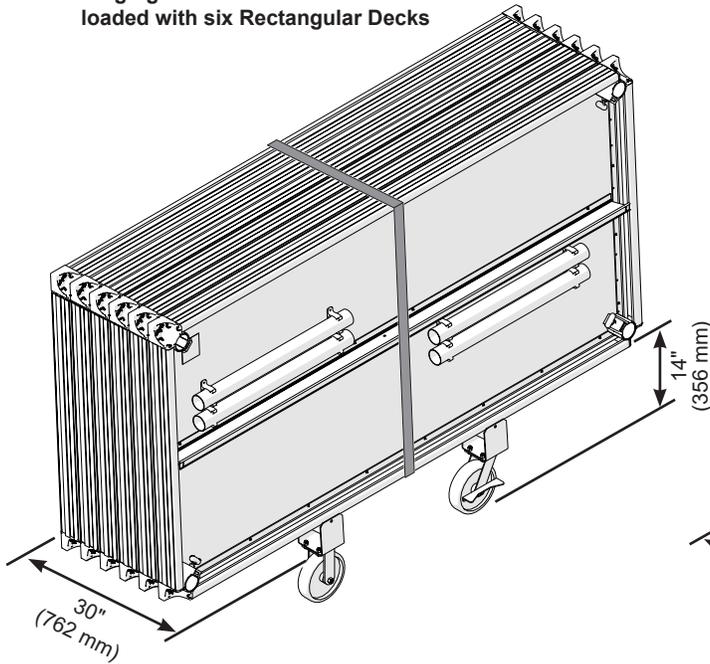


Accessories

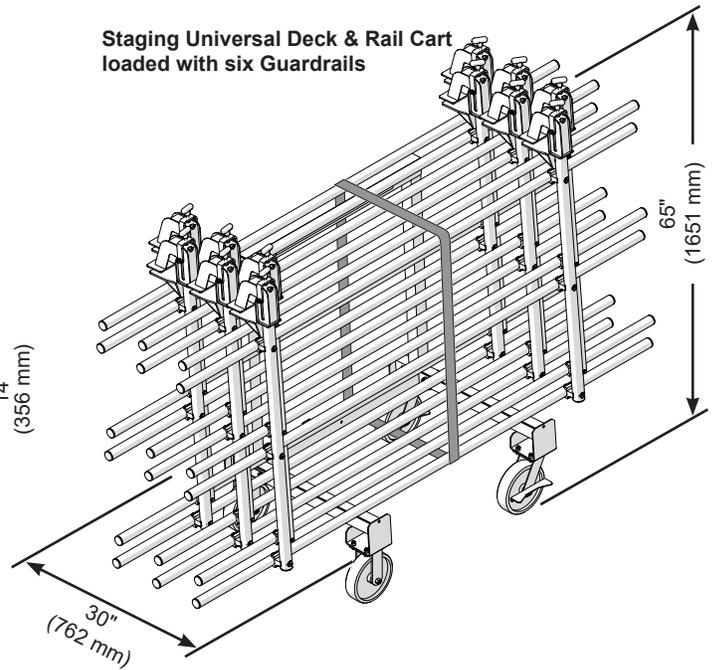
Staging Universal Deck & Rail Cart

- 113K001 85 lb (38 kg); fits through a 32" (813 mm) door
- Holds six StageTek rectangular decks (without accessories) or six StageTek guardrails
- Decks and guardrails can be mixed on the same cart
- Ideal for non-rectangular units such as pie shapes used in seated risers and oversize units
- Heavy-duty, non-marring locking casters and ratcheting nylon safety strap

Staging Universal Deck & Rail Cart loaded with six Rectangular Decks



Staging Universal Deck & Rail Cart loaded with six Guardrails

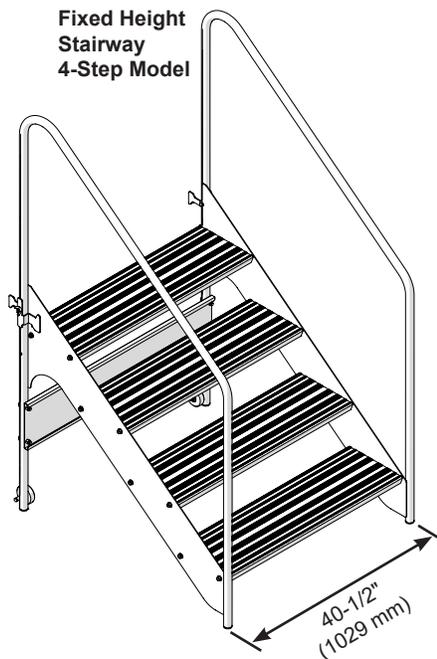


Stairways – Fixed Height and Adjustable

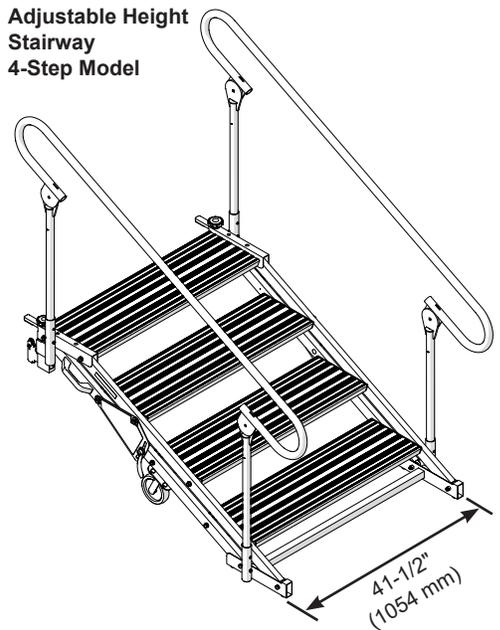
Fixed Height Stairways	Adjustable Height Stairways
2-Step: 281A100 55 lb (25 kg)	3-Step: 281A201 107 lb (49 kg)
3-Step: 281A101 76 lb (34 kg)	4-Step: 281A202 122 lb (55 kg)
4-Step: 281A102 94 lb (43 kg)	6-Step: 281A203 160 lb (73 kg)
	8-Step: 281A204 188 lb (85 kg)

- Adjustable stairways are ideal for custom-height systems and for systems that are frequently set up at different heights
- Stairways feature a hook bracket to function with StageTek decks
- Stairs feature aluminum extruded treads and include permanent handrails on both sides

Fixed Height Stairway 4-Step Model



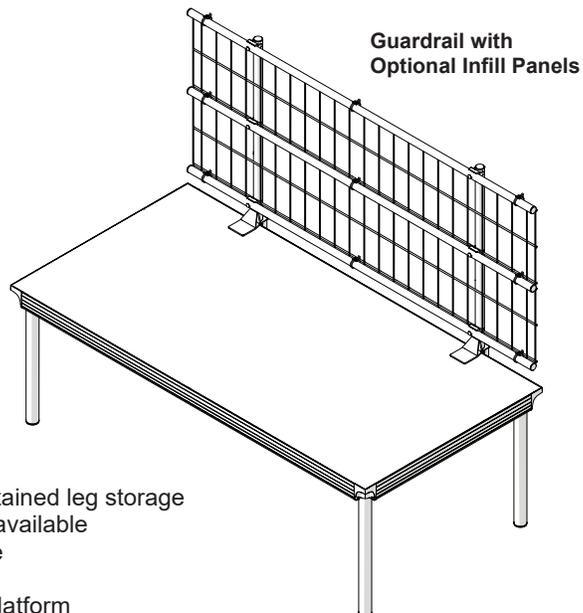
Adjustable Height Stairway 4-Step Model



Accessories (continued)

Guardrails

- Guardrails comply with IBC code requirements for loading
- Guardrails feature two uprights and three cross bars; optional infill panels can be added that comply with the IBC 4" (102 mm) sphere code
- Guardrails can function as a chair stop
- Guardrails are 42" (1067 mm) high with a black powder-coat paint finish
- Guardrails clamp to the stage deck without the need for tools

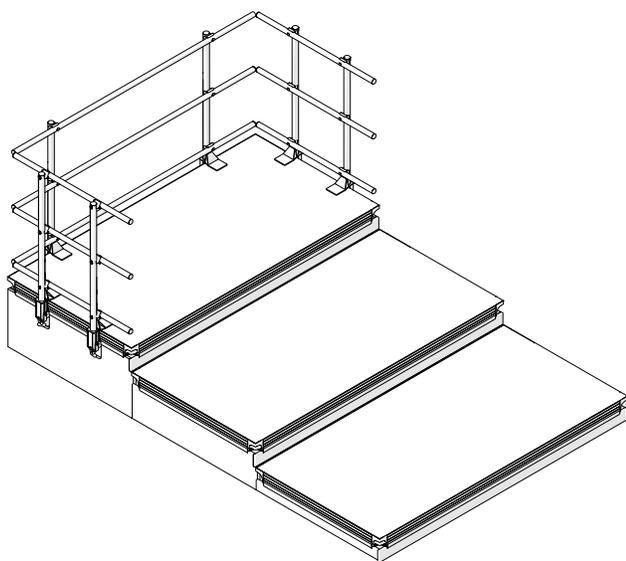


Clamps, Connectors and Braces

- Optional retention clips for leg storage mount under the deck to provide retained leg storage
- A variety of metal leg to leg, leg to deck, overlap and anchor brackets are available
- Stabilizing braces are recommended for heights 40" (1016 mm) and above
- Optional deck-to-deck cam locks are built into the deck frame; cams can be locked or opened via a small tool access hole on top of the platform

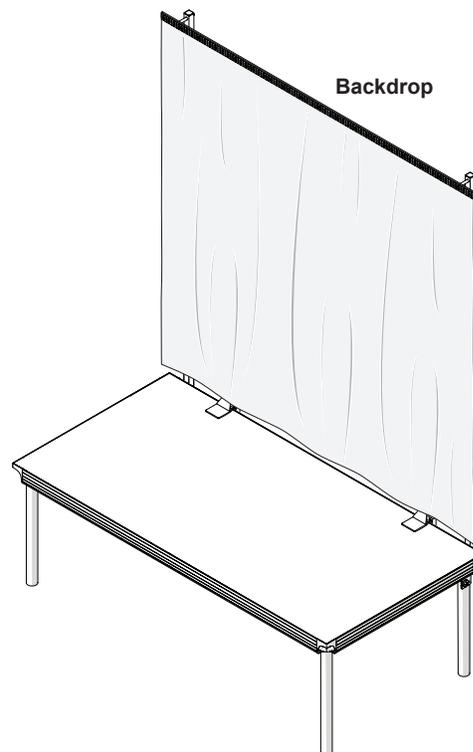
Backdrop and Closure Panels

- Drapery is available in heights to match the staging elevation and in a wide variety of colors
- 100% fire retardant woven polyester attaches with hook and loop fastening strips
- Backdrop frame attaches to guardrails and positions a drapery 8' (2438 mm) above the stage; available in 4' (1219 mm), 6' (1829 mm), and 8' (2438 mm) widths
- Solid side and front closures are ideal for seated riser systems; constructed of the same material as the deck with the same surface options; edges are finished in a thermofused black edge band; connects to the rail without tools via an extruded PVC clip running the length of the closure



StageTek Seated Riser Configuration with Guardrails and Closure Panels

A box step accessory is available for audience seating applications



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