

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, AUGUST 10, 2026**

- 1. REGULAR MEETING CALL TO ORDER: 5:30 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES: July 27, 2026 Regular Meeting**
- 5. COMMUNICATIONS:**
 - A. From the Public:**
 - B. From the Mayor:**
 - C. From Staff or Employees:**
- 6. COMMITTEE REPORTS:**
 - A. Finance/Admin – Audit Report on Current Bills**
 - B. Public Safety – Did not meet**
 - C. Public Works – 8/4/26**
 - D. Ad Hoc – Did not meet**
 - E. Outside Organizations – Visit LC Valley, Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
- 7. CONSENT AGENDA:**
 - A. Special Event Permit, Labor Day Rally in the Park – LC Valley Indivisible (Public Works)**
 - B. Special Event Permit, Recovery Day Celebration – Quality Behavioral Health (Finance/Admin)**
 - C. Special Event Permit, Flavors of Clarkston – Downtown Clarkston 6th St. Co-Op (Finance/Admin)**
- 8. UNFINISHED BUSINESS:**
 - A. Ordinance 1744, Amending CMC 10.40, Permit Fees – 2nd Reading (Public Works)**
 - B. Ordinance 1745, Amending CMC 6.26.040, Keeping of Chickens – 2nd Reading (Public Works)**
 - C. Discussion of Abatement at 812 9th Street**
- 9. NEW BUSINESS: None**
- 10. COUNCIL COMMENTS:**
- 11. QUESTIONS FROM THE PRESS:**
- 12. EXECUTIVE SESSION: Contract Negotiations**
- 13. ADJOURN:**

Time limits for addressing the council have been established by council direction. Presentations are limited to 15 minutes and public comments are limited to 3 minutes per person, per topic.

CLARKSTON CITY COUNCIL MINUTES
July 27, 2026

ROLL CALL: Skate Pierce, Pat Holman, Russ Evans, Sheila McDougall, Sarah Reaves, David Wilson and Jeremy Walkup.

STAFF: Clerk Frost, Chief White and Attorney Richardson

AGENDA CHANGES: Mayor Lawrence advised the addition of a Letter of Support and Memorandum of Understanding with the LC Valley Youth Resource Center to Item C & D under New Business.

APPROVAL OF MINUTES: Minutes of the July 13, 2026, Regular Meeting were approved as distributed.

COMMUNICATIONS:

- A. **From the Public:** Sam Worrell
 Michelle King
- B. **From the Mayor:** None.
- C. **From Staff or Employees:** None.

COMMITTEE REPORTS:

Finance/Admin: Total expenditures for the July 27, 2026, period of \$328,411.52 MOTION BY REAVES/WILSON to approve the paying of the bills. Motion Carried.

Public Safety: Mayor Lawrence advised that the minutes were included in the packet.

Public Works: Mayor Lawrence advised that the minutes were included in the packet.

Ad Hoc: Did not meet.

Outside Organizations: Mayor Lawrence advised that any minutes were included in the packet.

CONSENT AGENDA: MOTION BY PIERCE/EVANS to approve the Consent Agenda. Motion carried.

- A. **Resolution 2026-09, 2027 EMS Levy (Public Safety)**
- B. **Acceptance of Alternative Response Team Grant – AWC (Public Safety)**
- C. **Resolution 2026-10, Adopting 2025-2030 Asotin Co Solid Waste Management Plan (Public Works)**
- D. **Contract for Indigent Defense Services – Neil P. Cox (Finance/Admin)**

UNFINISHED BUSINESS:

A. **Ordinance 1743, Amending CMC 10.56.020, Abatement Interest – 2nd Reading (Finance/Admin)**
Clerk Frost read the ordinance by Title. MOTION BY PIERCE/WILSON to approve the ordinance. MOTION BY PIERCE/WILSON to amend the ordinance to correct the rate of percent in paragraph 3. Councilmember Reaves clarified that with the amendment that the percentages in paragraph 3 will mirror paragraph 4. Vote on approving the amendment. Motion Carried. Vote on passing the Ordinance. Motion Carried.

B. **Discussion of Abatement at 812 9th Street –** Due to Chief Daniel being absent this item was tabled. Attorney Richardson commented that Cheryl Yarbrough is continuing to work on cleaning up her property and making progress.

C. **Appointment of Lodging Tax Committee Chair** Mayor Lawrence suggested Jeremy Walkup. MOTION BY EVANS/MCDOUGALL to nominate Walkup. Reaves made a motion to nominate Wilson. No

seconded received. Councilmember Wilson commented he has a passion for tourism. Mayor Lawrence explained her reasoning for suggesting councilmember Walkup. Vote on motion to nominate Jeremy Walkup. Motion Carried.

NEW BUSINESS:

- A. **Ordinance 1744, Amending CMC 15.40, Permit Fees – 1st Reading (Public Works)** Clerk Frost read the Ordinance by Title. Vote will be at the next meeting.
- B. **Ordinance 1745, Amending CMC 6.26.040, Keeping of Chickens – 1st Reading (Public Works)** Clerk Frost read the Ordinance by Title. Vote will be at the next meeting.
- C. **Letter of Support – LC Valley Youth Resource Center – (Finance/Admin)**
MOTION BY PIERCE/REAVES to approve Mayor Lawrence signing the letter of support. Motion carried.
- D. **Memorandum of Understanding – LC Valley Youth Resource Center (Finance/Admin)**
MOTION BY REAVES/HOLMAN to approve the MOU. Michelle King with LC Valley Youth Resource Center provided an explanation on the MOU. Motion carried.

COUNCIL COMMENTS: Councilmember Pierce addressed public comment regarding the 2 hour parking in the Port area. Councilmember Reaves made comments regarding recording meetings and livestreaming them. Clerk Frost responded that council meetings are recorded but not livestreamed. Councilmember Reaves asked if livestreaming is possible. Clerk Frost responded yes but needs to budget for it.

PRESS QUESTIONS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT:

Meeting adjourned at 6:02 pm.

Rachel Frost, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures 7/27/26	Ck #82696-82728	\$89,293.45
Payroll 7/20/26	Ck #82683-82695	\$239,118.07

PWC 8/4/26

ATTENDING: Sarah Reaves, Jeremy Walkup, Skate Pierce, Richard Gittins, PWD Dimmick,
Mayor Lawrence

1. LC Valley Indivisible event permit for Labor Day. We just need to wait for insurance.
2. Reviewed the 6 year TIP. Mike will complete that.
3. Further discussion on the new permit fees.

CITY OF CLARKSTON

SPECIAL EVENTS PERMIT APPLICATION



829 Fifth Street, Clarkston, WA 99403

	The purpose of this form is for events within the City of Clarkston that meet the special events/special use definitions, or as determined by the Clarkston Municipal Code.	Date: 8-3-20
1	Applicant: LC valley Indivisible	Phone: 208-791-4153 (Beth Aram - contact)
	Address: Care of: 2735 Florence Lane	City: Clarkston
(inspector)	e-mail: lcvalleyindivisible@gmail.com	State, Zip: WA 99403
	Contact Person: Beth Aram	Phone: 208-791-4153
	Address: 2735 Florence Lane	City: Clarkston
	e-mail: bethsbiz2735@gmail.com	State, Zip: WA 99403
	Sponsoring Organization: LC Valley Indivisible	Phone:
	Address: NO address - see contact info	City:
	Website: -	State, Zip:
2	Event Title: Labor Day Rally in the Park * (Vernon Park @ 4th & Clark)	
	Description: Celebrating Labor Day with labor / worker focused information including booths & speakers	
	Will City Services be requested for street closure: ☐ YES ☒ NO	
	Date(s) of Event: 9-7-20 (Setup 9am) From: 10 AM/PM To: 6:00 taken down AM/PM	
	Event Location: Vernon Park, Clark Ages of Attendees: * any but mostly adults Total Attendance: 100-200	
	Is this an Annual Event? yes is the plan How many years have you held this event? previous (supported Ashtn County Democrat at this event in 2005)	
	* LCVA Solidary coordinator in 2020	

Site Plan/Route Map

3

Provide a plan or map of the entire event venue with the items listed below including streets. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures.

- The location of fencing, barriers, and barricades. Indicate any removable fencing for emergency access.
- The location of first aid facilities and ambulances.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers and dumpsters, and temporary structures.
- A detailed plan of food booths and cooking area configurations; including booth identification of all vendors cooking with flammable gases or barbeque.
- Generator locations or source of electricity.
- Placement of vehicles and/or trailers.
- Exit locations for outdoor events that are fenced and/or locations within tent structures.
- Locations of fire extinguishers.
- Identification of all event components that meet accessibility standards.
- Other related event components not listed above.

Entertainment and Related Activities

4

YES ☒ NO ☐

Are there any musical entertainment features related to your event?

If yes, complete the following information or provide an attachment listing all bands/performers, type of music, sound check and performance schedules.

☒ ☐

Number of Stages

1

Number of Performers/Bands

1-3

Will Sound amplification be used? If yes, Start /time

10

Finish/Time

12

playlist to be
possible
spokes

☐ ☒

Other related entertainment and related activities not listed above?

If yes, describe:

☐ ☒

Will items such as inflatables, lasers, banners, or decorations, present unique liability issues?

Some yard signs : Sandwich boards are
the only planned items other than
tables, chairs, canopy & a small stage.

5

YES ☒ NO ☐

Is this an event involving political or religious activity intended primarily for the Communication or expression of ideas?

LC Valley Indivisible is a

non-partisan group focused on
fighting for our democracy.

Food Concessions or Preparation

A business license is required for the sale of goods or services in the City of Clarkston.

6

YES NO

☐☒

Does your event include food concessions or preparation?

If yes, describe how food will be served and/or prepared:

* bottled cond water will be
available free of charge

YES NO

☐☒

Will food be cooked in the event area?

If yes, specify method:

☐

Gas

☐

Electric

☐

Charcoal

☐

Other

Concessionaires

YES NO

☐☐

Will items or services be sold at your event?

If yes, describe and attach a complete list of Vendors:

* maybe

no vendors may sell items such
as t-shirts but this is
expected to be very minimal

YES NO

☐☒

Will items or services sold at your event present unique liability issues
(e.g, massage, body piercing, animal rides, etc.)

If yes, describe and attach a complete list of vendors.

Portable Toilets

YES NO

☐☒

Do you plan to provide portable toilet facilities at your event?

If yes: Total number of portable toilets

Number of ADA accessible portable toilets

If no, explain:

Portable Toilet Co.

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

7

8	Additional charges for dumpster rental and disposal fees may apply. Number of Dumpsters <u> 0 </u>
9	Mitigation of Impact YES NO ☐ ☒ Have you met with residents, businesses, places of worship, schools, and other entities that may be directly impacted by your event? If yes, please attach a complete list of these entities. If no, please explain: ☐ ☒ Do you have a sample of the notice that you will distribute prior to your event? If yes, please attach. <i>not available yet. Pending approval of Board.</i>
10	Business or Resident Petition YES NO ☐ ☒ Do you intend to close off any road or access to a business or Residence? If yes, all businesses or residential property owners or lessees within the road Closure shall give their acknowledgement in writing to the person or organization seeking the permit. The name, address, phone number, signature and approval or disapproval of each person shall be on the petition. Please attach a complete petition of all businesses or residences with the closure area. Important: A separate right-of-way permit is required for road closures.

11	Insurance Requirements Liability insurance naming the City of Clarkston as an additional insured may be required for events as deemed necessary by the Clerk Treasurer or designee. Applicants required to obtain insurance shall provide proof of commercial general liability insurance in the amount of \$1,000,000 combined single limit per occurrence. Such insurance shall be primary over any coverage held by the City and shall name the City as an additional insured. Two weeks prior to the event date, the applicant shall submit a copy of the insurance policy declaration page to the City as evidence of acceptable insurance coverage. The certificate of insurance shall include the following items: location of event; type of event; separate endorsement sheet; date(s) of coverage.
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Affidavit of Application

12

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief, that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Clarkston Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council, Clerk/Treasurer, or the Clerk/Treasurer's designee.

Applicant agrees to indemnify, defend and hold harmless the City, its officers, agents and employees from and against any and all claims, actions, damages, liability, cost and expense, including reasonable attorney's fees in connection with or occasioned, in or whole or in part by any act or omission of Applicant, its officers, agents, employees, customers, or licenses, or arising from or out of Applicant's failure to comply with any provisions of this permit, regardless whether it is alleged or proven that the acts or omissions of the City, its officers, agents or employees caused or contributed thereto.

With respect to the performance of this Permit, and as to claims against the City, its officers, agents and employees, the Applicant expressly waives its immunity under Title 51 of the Revised Code of Washington for injuries to its employees and agrees the obligation to indemnify, defend, and hold harmless provided for in this paragraph extends to any claim brought by or on behalf of any employee of the Applicant.

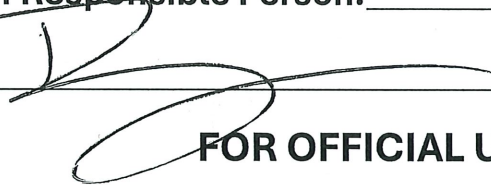
I agree to abide by these rules and further certify that I, on behalf of any employee of the Applicant.

I agree to abide by these rules and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Clarkston.

Print Name of Responsible Person:

Beth A. Aron ^{LCVI} Leadership Team

Signature:



Date: 8-3-20

FOR OFFICIAL USE ONLY

Approved by: Police _____ Fire _____ Public Works _____

Clerk Treasurer _____ Council _____

Permit Detained /Denied for the following reasons: _____

Approval with the following Conditions: _____

CITY OF CLARKSTON

SPECIAL EVENTS PERMIT APPLICATION



City of Clarkston

829 Fifth Street, Clarkston, WA 99403

	The purpose of this form is for events within the City of Clarkston that meet the special events/special use definitions, or as determined by the Clarkston Municipal Code.	Date: 8/4/2026
1	Applicant: Lisa Lycan	Phone: 509-758-3341
	Address: 900 7th Street	City: Clarkston
	e-mail: llycan@gbhs.org	State, Zip: WA 99403
	Contact Person:	Phone:
	Address:	City:
	e-mail:	State, Zip:
	Sponsoring Organization: Quality Behavioral Health	Phone: 509-758-3341
	Address: 900 7th St.	City: Clarkston
	Website:	State, Zip: WA 99403.
2	Event Title: Recovery Day Celebration	
	Description: gather, play games.	
	Will City Services be requested for street closure: ☐ YES ☒ NO	
	Date(s) of Event: 9/2/2026 From: 2:00 AM/PM TO: 6:00 AM/PM	
	Event Location: Beachview Park Ages of Attendees: All Total Attendance: ?	
Is this an Annual Event? yes How many years have you held this event? 4		

Site Plan/Route Map

The event will consist of sandwiches, packaged chips and bottled water for distribution.

This event is open to the public.

Games will be provided to any who want to play.

Site Plan/Route Map

3

Provide a plan or map of the entire event venue with the items listed below including streets. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures.

- The location of fencing, barriers, and barricades. Indicate any removable fencing for emergency access.
- The location of first aid facilities and ambulances.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers and dumpsters, and temporary structures.
- A detailed plan of food booths and cooking area configurations; including booth identification of all vendors cooking with flammable gases or barbeque.
- Generator locations or source of electricity.
- Placement of vehicles and/or trailers.
- Exit locations for outdoor events that are fenced and/or locations within tent structures.
- Locations of fire extinguishers.
- Identification of all event components that meet accessibility standards.
- Other related event components not listed above.

Entertainment and Related Activities

4

YES NO

☐☒

Are there any musical entertainment features related to your event?

If yes, complete the following information or provide an attachment listing all bands/performers, type of music, sound check and performance schedules.

☐☒

Number of Stages _____ Number of Performers/Bands _____

Will Sound amplification be used? If yes, Start /time _____ Finish/Time _____

☐☒

Other related entertainment and related activities not listed above?

If yes, describe:

☐☒

Will items such as inflatables, lasers, banners, or decorations, present unique liability issues?

5

YES NO

☐☒

Is this an event involving political or religious activity intended primarily for the Communication or expression of ideas?

Food Concessions or Preparation

A business license is required for the sale of goods or services in the City of Clarkston.

6

YES NO

☒ ☐

Does your event include food concessions or preparation?

If yes, describe how food will be served and/or prepared:

sandwiches will be pre-made and handed out along
with packaged chips and bottled water.

YES NO

☐ ☒

Will food be cooked in the event area?

If yes, specify method:

☐

Gas

☐

Electric

☐

Charcoal

☐

Other

Concessionaires

YES NO

☐ ☒

Will items or services be sold at your event?

If yes, describe and attach a complete list of Vendors:

YES NO

☐ ☒

Will items or services sold at your event present unique liability issues
(e.g, massage, body piercing, animal rides, etc.)

If yes, describe and attach a complete list of vendors.

Portable Toilets

7

YES NO

☐ ☒

Do you plan to provide portable toilet facilities at your event?

If yes: Total number of portable toilets

Number of ADA accessible portable toilets

If no, explain:

Portable Toilet Co.

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

8	Additional charges for dumpster rental and disposal fees may apply. Number of Dumpsters _____
9	Mitigation of Impact YES NO ☐ ☒ Have you met with residents, businesses, places of worship, schools, and other entities that may be directly impacted by your event? If yes, please attach a complete list of these entities. If no, please explain: _____ _____ ☐ ☒ Do you have a sample of the notice that you will distribute prior to your event? If yes, please attach.
10	Business or Resident Petition YES NO ☐ ☒ Do you intend to close off any road or access to a business or Residence? If yes, all businesses or residential property owners or lessees within the road Closure shall give their acknowledgement in writing to the person or organization seeking the permit. The name, address, phone number, signature and approval or disapproval of each person shall be on the petition. Please attach a complete petition of all businesses or residences with the closure area. Important: A separate right-of-way permit is required for road closures.

11	Insurance Requirements Liability insurance naming the City of Clarkston as an additional insured may be required for events as deemed necessary by the Clerk Treasurer or designee. Applicants required to obtain insurance shall provide proof of commercial general liability insurance in the amount of \$1,000,000 combined single limit per occurrence. Such insurance shall be primary over any coverage held by the City and shall name the City as an additional insured. Two weeks prior to the event date, the applicant shall submit a copy of the insurance policy declaration page to the City as evidence of acceptable insurance coverage. The certificate of insurance shall include the following items: location of event; type of event; separate endorsement sheet; date(s) of coverage.
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Affidavit of Application

12

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief, that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Clarkston Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council, Clerk/Treasurer, or the Clerk/Treasurer's designee.

Applicant agrees to indemnify, defend and hold harmless the City, its officers, agents and employees from and against any and all claims, actions, damages, liability, cost and expense, including reasonable attorney's fees in connection with or occasioned, in or whole or in part by any act or omission of Applicant, its officers, agents, employees, customers, or licenses, or arising from or out of Applicant's failure to comply with any provisions of this permit, regardless whether it is alleged or proven that the acts or omissions of the City, its officers, agents or employees caused or contributed thereto.

With respect to the performance of this Permit, and as to claims against the City, its officers, agents and employees, the Applicant expressly waives its immunity under Title 51 of the Revised Code of Washington for injuries to its employees and agrees the obligation to indemnify, defend, and hold harmless provided for in this paragraph extends to any claim brought by or on behalf of any employee of the Applicant.

I agree to abide by these rules and further certify that I, on behalf of any employee of the Applicant.

I agree to abide by these rules and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Clarkston.

Print Name of Responsible Person: _____

Signature: _____

Date: _____

FOR OFFICIAL USE ONLY

Approved by: Police _____ Fire _____ Public Works _____

Clerk Treasurer _____ Council _____

Permit Detained /Denied for the following reasons: _____

Approval with the following Conditions: _____

REVISED 8/5/20
PF

CITY OF CLARKSTON SPECIAL EVENTS PERMIT APPLICATION	 City of Clarkston
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829 Fifth Street, Clarkston, WA 99403

	The purpose of this form is for events within the City of Clarkston that meet the special events/special use definitions, or as determined by the Clarkston Municipal Code.	Date: 8/5/2026
1	Applicant: Downtown Clarkston 6 th Street Co-Op	Phone: 509 552 6214
	Address: 1451 Masters Drive, Star	City: Clarkston
	e-mail: mj-acey@yahoo.com	State, Zip: 99403
	Contact Person: Melody Acey	Phone: 509 552 6214
	Address: 1451 Masters Drive	City: Clarkston
	e-mail: mj-acey@yahoo.com	State, Zip: WA 99403
	Sponsoring Organization: Downtown Clarkston 6 th St Co-Op	Phone: same as above
	Address: 1451 Masters Drive	City: Clarkston
	Website: Face Book	State, Zip: WA 99403
2	Event Title: Flavors of Clarkston - Downtown Clarkston 6 th St. Co-Op	
	Description: Open House for Downtown Clarkston businesses	
	Will City Services be requested for street closure: ☐ YES ☒ NO	
	Date(s) of Event: 9/25/2026 From: 4:00 AM/PM TO: 7:00 AM/PM	
	Event Location: 6 th Street Ages of Attendees: All ages Total Attendance: ?	
Is this an Annual Event? Yes		How many years have you held this event? 5 years

3	Site Plan/Route Map	
	Provide a plan or map of the entire event venue with the items listed below including streets. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures. • The location of fencing, barriers, and barricades. Indicate any removable fencing for emergency access. • The location of first aid facilities and ambulances. • The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers and dumpsters, and temporary structures. • A detailed plan of food booths and cooking area configurations; including booth identification of all vendors cooking with flammable gases or barbeque. • Generator locations or source of electricity. • Placement of vehicles and/or trailers. • Exit locations for outdoor events that are fenced and/or locations within tent structures. • Locations of fire extinguishers. • Identification of all event components that meet accessibility standards. • Other related event components not listed above.	
4	Entertainment and Related Activities	
	YES NO <i>All music will be done by individual businesses</i> ☐ ☐ <i>No stages</i> Are there any musical entertainment features related to your event? If yes, complete the following information or provide an attachment listing all bands/performers, type of music, sound check and performance schedules. ☐ ☒ Number of Stages _____ Number of Performers/Bands _____ Will Sound amplification be used? If yes, Start /time _____ Finish/Time _____	
	☐ ☐ Other related entertainment and related activities not listed above? If yes, describe: <i>Event is to get the general population to meet their local business owners. Each business is doing their own entertainment</i>	
	☐ ☒ Will items such as inflatables, lasers, banners, or decorations, present unique liability issues?	
5	YES NO ☐ ☒ Is this an event involving political or religious activity intended primarily for the Communication or expression of ideas?	

Food Concessions or Preparation

A business license is required for the sale of goods or services in the City of Clarkston.

6

YES NO

☒ ☐

Does your event include food concessions or preparation?

If yes, describe how food will be served and/or prepared:

Any food concessions already licenses such as 6th St. restaurants and Happy Day Catering. Other businesses may have refreshments.

YES NO

☒ ☐

Will food be cooked in the event area?

If yes, specify method:

☐

Gas

☐

Electric

☐

Charcoal

☐

Other

Happy Day Catering

Concessionaires

YES NO

☒ ☐

Will items or services be sold at your event?

If yes, describe and attach a complete list of Vendors:

6th Street businesses will be selling their own goods

YES NO

☐ ☒

Will items or services sold at your event present unique liability issues

(e.g, massage, body piercing, animal rides, etc.)

If yes, describe and attach a complete list of vendors.

These businesses will bring in their own reps.

Portable Toilets

YES NO

☐ ☒

Do you plan to provide portable toilet facilities at your event?

If yes: Total number of portable toilets _____

Number of ADA accessible portable toilets _____

If no, explain: _____

Portable Toilet Co. _____

Equipment Setup: Date: _____ Time: _____

Equipment Pickup: Date: _____ Time: _____

7

8	Additional charges for dumpster rental and disposal fees may apply. Number of Dumpsters _____
9	Mitigation of Impact YES NO ☐ ☐ Have you met with residents, businesses, places of worship, schools, and other entities that may be directly impacted by your event? If yes, please attach a complete list of these entities. If no, please explain: <i>Downtown businesses are aware of this event and have chosen to participate or not.</i> ☐ ☐ Do you have a sample of the notice that you will distribute prior to your event? If yes, please attach. <i>Not at this time, but soon,</i>
10	Business or Resident Petition YES NO ☐ ☒ Do you intend to close off any road or access to a business or Residence? If yes, all businesses or residential property owners or lessees within the road Closure shall give their acknowledgement in writing to the person or organization seeking the permit. The name, address, phone number, signature and approval or disapproval of each person shall be on the petition. Please attach a complete petition of all businesses or residences with the closure area. Important: A separate right-of-way permit is required for road closures.

11	Insurance Requirements Liability insurance naming the City of Clarkston as an additional insured may be required for events as deemed necessary by the Clerk Treasurer or designee. Applicants required to obtain insurance shall provide proof of commercial general liability insurance in the amount of \$1,000,000 combined single limit per occurrence. Such insurance shall be primary over any coverage held by the City and shall name the City as an additional insured. Two weeks prior to the event date, the applicant shall submit a copy of the insurance policy declaration page to the City as evidence of acceptable insurance coverage. The certificate of insurance shall include the following items: location of event; type of event; separate endorsement sheet; date(s) of coverage.
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Affidavit of Application

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I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief, that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Clarkston Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council, Clerk/Treasurer, or the Clerk/Treasurer's designee.

Applicant agrees to indemnify, defend and hold harmless the City, its officers, agents and employees from and against any and all claims, actions, damages, liability, cost and expense, including reasonable attorney's fees in connection with or occasioned, in or whole or in part by any act or omission of Applicant, its officers, agents, employees, customers, or licenses, or arising from or out of Applicant's failure to comply with any provisions of this permit, regardless whether it is alleged or proven that the acts or omissions of the City, its officers, agents or employees caused or contributed thereto.

With respect to the performance of this Permit, and as to claims against the City, its officers, agents and employees, the Applicant expressly waives its immunity under Title 51 of the Revised Code of Washington for injuries to its employees and agrees the obligation to indemnify, defend, and hold harmless provided for in this paragraph extends to any claim brought by or on behalf of any employee of the Applicant.

I agree to abide by these rules and further certify that I, on behalf of any employee of the Applicant.

I agree to abide by these rules and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Clarkston.

Print Name of Responsible Person: Each individual business carries their own liability for this event. I, mebody Acey am only the contact.

Signature: Mebody J. Acey

Date: _____

FOR OFFICIAL USE ONLY

Approved by: Police _____ **Fire** _____ **Public Works** _____

Clerk Treasurer _____ **Council** _____

Permit Detained /Denied for the following reasons: _____

Approval with the following Conditions: _____

ORDINANCE NO. 1744

AN ORDINANCE AMENDING CLARKSTON MUNICIPAL CODE CHAPTER 15.40 WHICH ESTABLISHES A BUILDINGS AND CONSTRUCTION PERMIT FEE MATRIX AND REPEALING ORDINANCE NO. ~~1719~~ 1735 OF THE CITY OF CLARKSTON AND ALL OTHER ORDINANCES AND PARTS OF THE ORDINANCES IN CONFLICT THEREWITH.

The City Council of the City of Clarkston does ordain as follows:

SECTION 1.0

Clarkston Municipal Code Chapter 15.40 is hereby amended as follows:

15.40 Buildings and Construction Permit Fee Matrix. The Buildings and Construction Permit Fee Matrix, attached as Exhibit A, is hereby adopted. The permit fee matrix shall establish the current permit fee rates for the permit fee types identified in the matrix.

SECTION 2.0

Ordinance No. ~~1719~~ 1735 of the City of Clarkston entitled “An Ordinance amending Clarkston Municipal Chapter 15.40 Which Establishes a Buildings and Construction Permit Fee Matrix” and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 3.0 EFFECTIVE DATE

This ordinance shall take effect immediately upon its passage, approval and publication.

DATED this 10th day of August 2026.

Monika Lawrence, Mayor

Attest by:

Approved as to Form:

Rachel Frost, City Clerk

Todd Richardson, City Attorney

Publish Date: _____

Exhibit "A"
Ordinance No. 1744

TYPE OF PERMIT	Valuation Rate or Fee in Dollars
DWELLINGS: 1 & 2 FAMILY or TOWNHOUSES (IRC) (Per Sq. Ft.)	
Main Floor (Wood Frame)	200.00 Sq. Ft. <i>*See Note</i>
Upper Floor	200.00 Sq. Ft. <i>*See Note</i>
BASEMENT (Per Sq.Ft.)	
Finished	150.00 Sq. Ft. <i>*See Note</i>
Finish Existing Basement	\$75.00 Sq. Ft.
REMODEL (Assorted Work \$1750.00)	Bid Value Based (use fee chart)
ADDITIONS	150.00 Sq. Ft. <i>*See Note</i>
GARAGES (Per Sq.Ft.)	
Attached (Wood Frame)	100.00 Sq. Ft. <i>*See Note</i>
Unattached (Wood Frame)	100.00 Sq. Ft. <i>*See Note</i>
Convert to habitable space	90.00 Sq. Ft. <i>*See Note</i>
Carport (Open, Stick Framed)	\$45.00 Sq. Ft.
APARTMENT HOUSES (IBC) (Per Sq. Ft.)	(Three or more units)
Wood Frame	500.00 Sq. Ft. <i>*See Note</i>
Upper Floor	500.00 Sq. Ft. <i>*See Note</i>
Basement	500.00 Sq. Ft. <i>*See Note</i>
COMMERCIAL BUILDINGS: (IBC)	(Main Level) Based on Valuation
Includes: Retail	
Office	<i>*See Note</i>
Restaurant	
Medical	
Hotel / Motel	
Upper Floor	<i>*See Note</i>
Basement	<i>*See Note</i>
STORAGE AND POLE BUILDINGS (Per Sq. Ft.)	
With Slab	56.00 Sq. Ft. <i>*See Note</i>
Without Slab	50.00 Sq. Ft. <i>*See Note</i>
Open on All Sides	\$45.00 Sq. Ft.
DECKS (Per Sq. Ft.)	
Covered	\$50.00 Sq. Ft.
Uncovered	\$40.00 Sq. ft.
Technology Fee (<i>Applied to all permits including plan review fees and Chicken Keeping Permits</i>)	6% of Permit Fee
REROOFING (Square = 100 Sq. Ft.) Residential re-roofing not requiring re-sheathing are exempt from a permit.	\$250.00 per Square (Use fee chart)
SIDING (Square = 100 Sq. Ft.)	\$350.00 per Square
MOBILE MANUFACTURED HOME PLACEMENT	

Private Lot	\$1,000.00 (each)
Park or Court	\$500.00 (each)
SEWER PERMIT	\$200.00 (each)
SPECIAL INSPECTION	\$75.00 Per Hour (1 hour minimum)
MISC. NON-STRUCTURE- <i>Recreational Vehicle</i> (Assorted Work \$1,000.00) Use	Value Based \$300 Per 6 Month Permit (use fee table)
DEMOLITION	\$150.00 (each)
WOOD STOVE	\$100.00 (each)
FENCES / RETAINING WALLS	\$65.00 (each)
STREET OR ALLEY CUT	\$65.00 Base + \$0.75per ft.
SIDEWALK	\$65.00 Base + \$0.75per ft.
PLUMBING PERMITS - COMMERCIAL	\$75.00 Base Plus 3% of valuation up to \$20,000, 1.25% over \$20,000
PLUMBING PERMITS – RESIDENTIAL	\$65.00 Base plus \$15 per fixture up to 3 fixtures. Above 3 fixtures rate goes to 3% up to \$20,000 and 1.25% over \$20,000
MECHANICAL PERMITS - COMMERCIAL	\$75.00 Base Plus 3% of valuation up to \$20,000, 1.25% over \$20,000
MECHANICAL PERMITS - RESIDENTIAL	\$65.00 Base
Water Heater	Plus \$17.50 (each)
Furnace Under 100,000 BTU	Plus \$22.50 (each)
Furnace Over 100,000 BTU	Plus \$26.90 (each)
Gas Piping	3% up to \$20,000. 1.25% over \$20,000
SIGN PERMIT (Assorted work \$1,000.00)	Bid Value Based (use fee chart)
MISC. ASSORTED WORK (\$1,000.00)	Bid Value Based (use fee chart)
PLAN CHECK FEE	65% of permit fee ** See Note
State Building Code Surcharge <i>per IRC</i>	\$6.50
State Building Code Surcharge <i>per IRC</i> (multi-unit dwellings)	\$2.00 per unit per each over one unit
State Building Code Surcharge per IBC or IEBC	\$25.00
<i>Chicken Keeping Permit</i>	\$75.00

Notes:

* Use the latest Building Valuation Data Sheet published by the International Code Council to determine the project valuation by the building official's determination. When a specific building type or occupancy is not noted in the valuation table, the building official is authorized to use the classification type noted in the table that most closely resembles the proposed type of building or determine a valuation type independently. The building official is authorized to use a contractor's bid price estimate in instances other than new construction, provided such bid estimate lists all materials and included labor cost, excluding sales tax, for such project.

The footnotes of b, c, and d found in the Building Valuation Data Sheet published by the International Code Council are not considered as part of project valuations determined.

*** Plan Check Fee for projects with valuations in excess of \$250,000 shall be paid before any review of the plans begin.*

The fee schedule to be applied shall be as set forth in the 2021 *current adopted* Editions of the International Residential Code, ~~International Building Code and the International Existing Building Codes.~~

ORDINANCE NO. 1745

AN ORDINANCE AMENDING CLARKSTON MUNICIPAL CODE CHAPTER 6.26.040 WHICH ESTABLISHES REGULATIONS FOR THE KEEPING OF CHICKENS WITHIN THE CITY LIMITS.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1.0

Clarkston Municipal Code Chapter 6.26.040 (2) is hereby amended as follows:

Fee: The permit fee shall be ~~\$25.00~~ \$75.00.

SECTION 2.0

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 3.0 EFFECTIVE DATE

This ordinance shall take effect immediately upon its passage, approval and publication.

DATED this 10th day of August 2026.

Monika Lawrence, Mayor

Attest by:

Approved as to Form:

Rachel Frost, City Clerk

Todd Richardson, City Attorney

Publish Date: _____