

Organized Event and Special Use Policies for PacifiCorp Lewis River Recreation Sites

Purpose:

These Policies apply to PacifiCorp's Lewis River Recreation Sites:

- Lewis River Access Sites:
Island Ramp, Cedar Creek Boat Launch, Lewis River Fish Hatchery, Johnson Creek, Merwin Hatchery, and Yale Narrows.
- Lewis River Day Use Parks and Campgrounds:
Merwin Park, Speelyai Bay Park, Cresap Bay Park and Campground, Saddle Dam Park, Yale Park, Cougar Park and Campground, Beaver Bay Park and Campground, Swift Forest Camp, Eagle Cliff Park

PacifiCorp's Recreation Department receives numerous requests throughout the year from individuals, groups, and organizations seeking permission to use PacifiCorp's Lewis River Recreation Sites for various activities, both recreational and non-recreational alike.

To assist in managing such requests, PacifiCorp has compiled the following information for those seeking to use a PacifiCorp Lewis River Recreation Site for an organized event or special use activity.

Section 1 of this document identifies recreation events and activities that are allowed, and non-recreational uses that are prohibited, during PacifiCorp's designated peak recreation season.

Section 2 of this document addresses non-recreational activities that require a Special Use Permit (*issued only outside of the designated peak recreation season*), and the process for obtaining this permit.

Section 1: Events and Activities Held During PacifiCorp's Designated Peak Recreation Season:

- PacifiCorp's designated peak recreation season occurs between the Friday of Memorial Day weekend in May and September 30 of each year.

PacifiCorp may accommodate organized events and activities (Event/s) within Lewis River Recreation Sites during peak recreation season, provided that the activity;

- 1.) Is referenced within the Washington State recreational use immunity statute [[RCW 4.24.210](#)]*,
- 2.) Is an expressed allowed use per [PacifiCorp's Park Rules and Regulations](#), and
- 3.) Recreation site can appropriately accommodate the event use.

Refer to Table 1. for allowable event activities per recreation site.

Table 1. Allowable Event Activities by Recreation Site

Recreation Site	Fishing	Boating <i>(motorized and non-motorized)</i>	Picnicking	Swimming	Camping	Hiking	Nature Viewing	Horseback Riding
Island Ramp	X	X	X				X	
Cedar Creek	X	X	X				X	
Lewis River Fish Hatchery	X		X				X	
Johnson Creek	X		X			X	X	
Merwin Hatchery	X	X	X				X	
Yale Narrows	X	X <i>(kayaks/paddle craft only)</i>					X	
Merwin Park	X		X	X		X	X	
Speelyai Bay Park <i>(events allowed Labor Day-Sept. 30)</i>	X	X	X	X			X	
Cresap Bay Park/Campground <i>(events allowed Labor Day-Sept. 30)</i>	X	X	X	X	X	X	X	
Saddle Dam Park	X	X	X	X		X	X	X
Yale Park	X	X	X	X			X	
Cougar Park/Campground	X	X	X	X	X	X	X	
Beaver Bay Park/Campground	X	X	X	X	X	X	X	
Swift Forest Campground	X	X	X	X	X		X	
Eagle Cliff Park	X		X				X	

*Not all activities referenced in RCW 4.24.210 are allowed at PacificCorp's recreation sites. Please email recreation@pacificcorp.com for specifics.

- PacifiCorp **does not allow and will not permit** non-recreational uses to occur within Lewis River Recreation Sites during PacifiCorp’s designated peak recreation season. Examples of non-recreational uses include but are not limited to:
 - Weddings
 - Company Events inconsistent with recreational uses of site (such as corporate trainings, classes, presentations, etc.) **Employee appreciation picnics and company social gatherings are permitted.*
 - Fundraising Events
 - Organized Sporting Events
 - Trainings
 - Religious or Political Events
 - Commercial Uses, including but not limited to
 - the use of commercial banners, signs, or other forms of commercial advertising
 - setting up ticket booths, photo booths, showers, food carts, stages, or other structures for commercial purposes
 - exchange of money for commercial purposes, even if the proposed use is recreational
 - Filming or photography for commercial use

Any non-recreational use of PacifiCorp Lewis River Recreation Sites will require a Special Use Permit (see Section 2 below). ***PACIFICORP WILL NOT ISSUE SPECIAL USE PERMITS DURING PACIFICORP’S DESIGNATED PEAK RECREATION SEASON.***

- Events must be private or not-for-profit.
- Events may not be so large that they prevent the intended use of the recreation site, park, or campground as a public recreation facility. For questions about the size of your event, please contact PacifiCorp at recreation@pacificorp.com
- Due to the popularity of PacifiCorp’s Lewis River Recreation Sites during the designated peak recreation season, any Event (*criteria of which must fit within both [RCW 4.24.210](#) and [Lewis River Rules and Regulations](#)*) must adhere to event size limits as described in Table 2.
 - These limits are based on recreation site capacity and use patterns and are in place to lessen the Event’s impacts to other recreation site guests.

Table 2. Event Size Limits by Recreation Site

Recreation Site	Event Participant Limit	Event Vehicle Limit
Merwin Park	100 people	75 vehicles
Speelyai Bay Park**	50 people	25 vehicles
Cresap Bay Park** (day use area)	40 people	20 vehicles
Saddle Dam Park	75 people	50 vehicles
Yale Park	60 people	30 vehicles
Cougar Park (day use area)	60 people	30 vehicles
Beaver Bay Park (day use area)	40 people	20 vehicles
Swift Forest Camp (day use area)	100 people	75 vehicles

***Due to high use and limited park capacity, organized events are not permitted Memorial Day weekend through and inclusive of Labor Day at Speelyai Park or Cresap Bay Park (day use area).*

- Events may reserve a picnic shelter for a per-day fee.
 - Reservations can be made [online](#).
 - If picnic shelters are not reserved, they remain open and available for first come, first served use.
 - Unsheltered picnic tables are not reservable and are available for first come, first served use.
- Events may not have exclusive use of any recreation site, park, or campground as PacifiCorp’s recreation facilities must remain open for use by all members of the public during the peak recreation season.
- PacifiCorp will not allow any event or park use that is inconsistent with [PacifiCorp’s Park Rules and Regulations](#) or otherwise interferes with the designated use of PacifiCorp facilities by the general public as determined by PacifiCorp staff or contractors.
- Directional signage and banners are permitted for Events, provided they do not interfere with use of the facility by other recreation site users or imply that the other site users are excluded from using any portion of the park or campground.
- All Events are subject to [PacifiCorp’s Park Rules and Regulations](#). For example, live bands or music played over loud-speaker systems are not allowed as such use may disturb other recreation site guests.
- All Event attendees are subject to recreation site fees, as applicable.
- Events that include overnight camping are required to reserve group camping areas located in Cresap Bay, Cougar, or Beaver Bay Campgrounds.
 - Events that hold a group camping reservation must conduct event activities within the designated group camp area and not conflict with general public use of the recreation site.
 - All group camp reservations can be made [online](#) and are accepted on a first-come, first-served basis.
 - All organized events or activities held within the group camp are subject to group camp rules and regulations found in [PacifiCorp’s Park Rules and Regulations](#).

Section 2: Activities Requiring a Special Use Permit:

- PacifiCorp requires a Special Use Permit for any non-recreational use proposed within Lewis River Recreation Sites.
- Special Use Permits are only available for issuance beginning October 1 through the Thursday before Memorial Day weekend each year. ***PACIFICORP WILL NOT ISSUE SPECIAL USE PERMITS DURING PACIFICORP'S DESIGNATED PEAK RECREATION SEASON.***
- Special Use Permit applications should be submitted to PacifiCorp for review not less than 90 days prior to the date on which you propose to use PacifiCorp's property.
- Applications submitted to PacifiCorp 89 days or less in advance of requested event date may not be considered for permit issuance. Applications will be evaluated on a case-by-case and first come, first served basis.
- PacifiCorp's Special Use Permit application can be found online at PacifiCorp's [Lewis River Recreation webpage](#)
- Completed and signed Special Use Permit applications must be submitted to PacifiCorp Recreation at recreation@pacificorp.com
- Special Use Permit Applications should be submitted for any of the following:
 - Any organized event planned to be held in park day use areas or overnight campgrounds on PacifiCorp's property *outside of PacifiCorp's designated recreation season.*
 - Any non-recreational use of parks or recreation sites *outside of PacifiCorp's designated recreation season.* Examples of non-recreational use of parks/recreation sites may include but are not limited to:
 - Any use not referenced within the Washington State recreational use immunity statute [[RCW 4.24.210](#)]. **Note: not all activities referenced in this statute are permitted on PacifiCorp lands.*
 - Weddings
 - Company Events not consistent with recreational uses of site (such as corporate trainings, classes, presentations, etc.) **Employee appreciation picnics, social gatherings permitted.*
 - Fundraising Events
 - Organized Sporting Events
 - Trainings
 - Religious or Political Events
 - Commercial Uses, including but not limited to
 - the use of commercial banners, signs, or other forms of commercial advertising
 - setting up ticket booths, photo booths, showers, food carts, stages or other structures for commercial purposes
 - exchange of money for commercial purposes, even if the proposed use is recreational
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- A Special Use permit from PacifiCorp will include, but not be limited to, requirements for Permittees to:
 - pay a non-refundable permit fee which is assessed on a case-by-case basis,
 - carry liability and other insurance policies in amounts determined by PacifiCorp's Risk Management Department, including and possibly exceeding a \$5 million umbrella policy,
 - indemnify PacifiCorp for Permittee's proposed use of PacifiCorp's property.
- PacifiCorp has the authority and responsibility to evaluate requests to use its property and to permit, require liability insurance for, establish fees for, manage and/or deny all special use requests within the parks and recreation sites.
- Not all proposed uses of PacifiCorp's property will be approved; therefore, PacifiCorp strongly advises that applicants should not advertise their activity as occurring on PacifiCorp's property prior to receiving a fully executed permit from PacifiCorp.
- Applicants should be prepared to communicate regularly with PacifiCorp staff to ensure successful completion of application and permitting process.

Notes:

- PacifiCorp's Lewis River [Park Rules and Regulations](#) and Event Policies are designed to be consistent with federal, state or local laws, rules and regulations. Park visitors are ultimately responsible to ensure their conduct complies with both PacifiCorp rules and all applicable laws, rules, and regulations.
 - Failure to comply with these rules and/or with any other applicable federal, state, or local law, rule or regulation may result in eviction and/or exclusion for future use from any PacifiCorp park or recreation site, and possible referral for prosecution by the civil authority with jurisdiction.
- Uses (recreational or non-recreational) that conflict with [Lewis River Park Rules and Regulations](#) or with PacifiCorp's obligations under the Federal Energy Regulatory Commission project licenses are not allowed.
- Please direct questions to PacifiCorp Recreation at either recreation@pacificorp.com or 503-813-6666.