

**CITY OF SALEM
DEPARTMENT OF PUBLIC WORKS
ADMINISTRATIVE RULE
CHAPTER 109
DIVISION 600-1
MINTO ISLAND CONSERVATION AREA RESTRICTIONS FOR EVENTS**

Introduction

Minto-Brown Island Park (Park) is a 1,205-acre natural area located in the Willamette River floodplain. Located near downtown Salem, the Park is intended to protect and preserve habitat while supporting passive recreation at a level that does not adversely impact the natural resources. The Park is ecologically complex, with features such as sloughs, creeks, ponds, wetlands, riparian areas, mixed forests, prairies, oak savannas, and open fields. It provides important habitat for a wide variety of fish and wildlife, including several sensitive species.

Minto Island Conservation Area (MICA) is a 307-acre natural area located at the northern extent of the Park (Figure 1). The primary goal of MICA is to protect, conserve, and enhance the diverse mix of existing natural habitats and species they support. A Conservation Easement overseen by the Bonneville Power Administration and Oregon Department of Fish and Wildlife requires that MICA be managed primarily for wildlife habitat with limited public trail access for passive recreation. To accomplish this goal, the City of Salem confines public access within MICA to the Paved Trail and has established the following restrictions and guidelines for all events conducted within MICA.

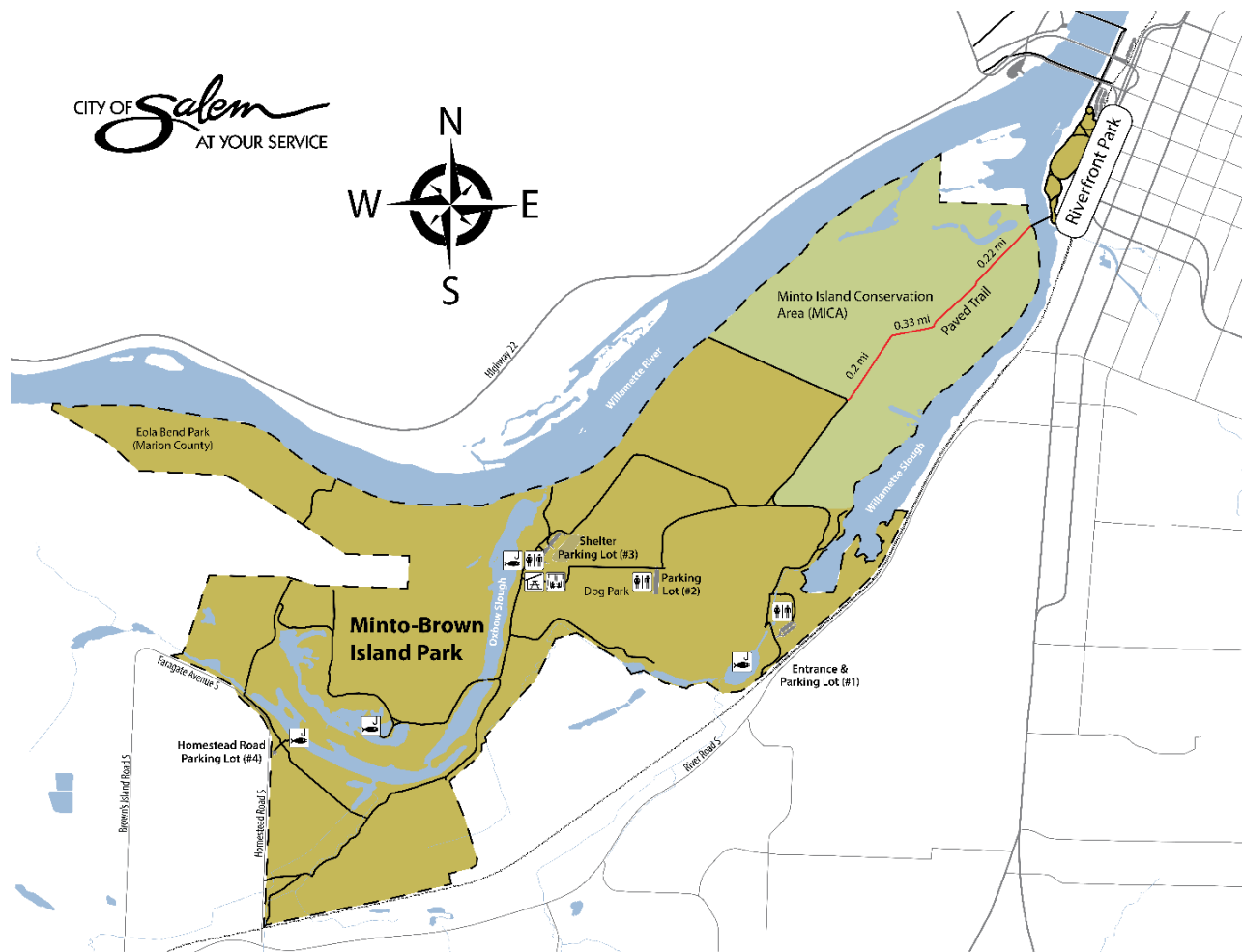


Figure 1. Minto Island Conservation Area is the light green area at the northern extent of Minto-Brown Island Park. The “Paved Trail” through MICA is shown in red.

Definitions

“Event” means any planned activity that requires one or more permits from the City of Salem.

“Event Day” means any event on a single day. Set-up and take-down that occurs on separate dates from the Event may be considered partial or full event days.

“Event organizer” means the person(s) overall responsible for conducting the event.

“MICA” means the Minto Island Conservation Area, a 307-acre natural area that is generally located at the northern end of Minto-Brown Island Park, beginning at the southern landing of the Peter Courtney Minto Island Bridge and extending to the remaining two-thirds of the park south of the MICA (see map Figure 1).

“Paved trail” means the hard-surface multi-use path located inside the MICA that runs approximately 0.8 miles (1.3 km) between the southern landing of the Peter Courtney Minto Island Bridge and the remaining trail system of Minto-Brown Island Park (see Figure 1).

“Week” normally means Monday to Sunday.

Year-Round Restrictions

The following restrictions apply for all events in the MICA:

1. Additional fees will be assessed for the use of MICA according to event size and potential level of impact. All fees collected for use of MICA will be deposited in the Stewardship Account for this property
2. The event route must be approved in advance by the City and start and finish outside of the MICA at a location approved by the City to minimize impacts to other park users.
3. Event spectators are not allowed in MICA during the activity.
4. All event participants and spectators must stay on the paved trail. An exception may be granted if the event is a City-approved habitat enhancement project compatible with the MICA Management and Conservation Plan.
5. All temporary items supporting the event, such as chemical toilets, additional garbage cans, recycling bins, water/support stations, and lighting must be located outside of the MICA.
6. No horns, musical instruments, amplified sound, or noisemakers are allowed inside the MICA.
7. Additional “Stay on Trail” temporary signage may be required. Small temporary course route signage or cones may be used on pathways with prior approval by the City. Other signs, flags, and banners may not be used inside the MICA
8. Additional temporary fencing may be required inside the MICA at the discretion of the City. If temporary fencing is required by the City, the event organizer will be responsible for costs associated with installing and removing the temporary fencing.
9. The event organizer is responsible for ensuring information is provided to participants regarding restrictions in the MICA.
10. The event organizer is fully responsible for the physical condition in which the Paved Trail and its vegetated buffer is left. Any expenses resulting from damage or maintenance which is above the normal level of service shall be charged to the event organizer.
11. No wheeled events (e.g. bicycle races) or portions of wheeled events may be conducted in the MICA. This restriction does not apply to wheelchairs or other mobility devices used by individuals with disabilities, which are permitted to ensure equal participation in non-wheeled events.
12. Unless otherwise approved by the City, events must begin no earlier than 8 a.m. must conclude no later than 4 p.m. Event set up and take down may be conducted outside of these times with prior approval. Event setup and take down occurring within MICA on days

other than the day of the scheduled event will be counted as additional event days for impact fee assessment purposes.

13. Event organizers are required to provide up to three trail monitors within MICA. Trail monitors are responsible for ensuring participants, spectators, and other support staff comply with event restrictions. The minimum number of trail monitors needed and their locations along the course shall be determined by the City.
14. Event reservations, scheduling, and prioritization will follow current practices of the City.

March 1-August 31 Bird Nesting Season Restrictions

In addition to above restrictions, the following restrictions apply for all events conducted inside the MICA during the primary bird nesting season of March 1-August 31:

15. The maximum number of registered participants in any one event is 500.
16. Only one event may be conducted on any given week, and events must be scheduled at least five (5) days apart.
17. Twice per season, a large event exceeding 500 participants but not exceeding 3,000 participants, may be allowed and count as an event week. Large events may not be conducted within three weeks of each other.
18. The event route must be designed such that participants pass through the MICA no more than twice, as in one outbound and one inbound leg of a course. Additional passes, for instance to access a start or finish line outside of the official route, may be allowed with prior approval from the City; however, this may result in increased impact fees.