



**ZONING ADMINISTRATOR
STAFF REPORT- MINOR USE PERMIT**

**NOVEMBER 14, 2017
U_2017-0003**

SUMMARY

OWNER: CAMP NAVARRO STEWARDS LLC
P.O. BOX 346
NAVARRO, CA 95463

APPLICANT: RAMBLE ON PRODUCTIONS
999 FIFTH AVENUE, SUITE 250
SAN RAFAEL, CA 94904

AGENT: STEVE ZIMMERMAN
999 FIFTH AVENUE, SUITE 250
SAN RAFAEL, CA 94904

REQUEST: Minor Use Permit to authorize the temporary use of Camp Navarro for an event known as "The Redwood Ramble" during 4 days and 3 nights in June or July of the years 2018 through 2026. Event will include camping, music, activities and provisions for food and vending booths. The total of attendees, including staff, artists and vendors would be up to 1,250 in 2018, and up to 1,500 thereafter.

DATE DEEMED COMPLETE: October 19, 2017

LOCATION: In Navarro, 1.5± miles northwest of Town Center, adjacent to the eastside of Masonite Industrial Rd (private road), 0.8± mile north of its intersection with Highway 128. Located at 17525 Masonite Industrial Rd., Navarro (APNs: 026-010-23 & 24).

TOTAL ACREAGE: 46.21±

GENERAL PLAN: FL 160 & RL 160

ZONING: TP 160 & RL 160

SUPERVISORIAL DISTRICT: 5

ENVIRONMENTAL DETERMINATION: Categorically Exempt, Class 23

RECOMMENDATION: Approval with recommended conditions

STAFF PLANNER: Eduardo Hernandez

BACKGROUND

The applicant has held the Redwood Ramble event via Administrative Permits for 3 (three) years in a row since 2015. The Administrative Permits numbers for the events held from 2015 to 2017 are, in chronological order: AP_2015-0005, AP_2016-0002, and AP_2016-0038. The applicant is requesting to hold the same event with an increase in attendees from 1,000 to 1,250 in 2018; and for up to 1,500 from 2019 through 2026.

PROJECT DESCRIPTION: The applicant is requesting a minor use permit to authorize the temporary use of a property for a four day and three night music event known as the "Redwood Ramble". The event is proposed to take place in June or July of the years 2018 through 2026 and will include camping, music,

guest speakers, demonstrations, vending booths and provisions for the on-site consumption of food. A total of up to 1,250 individual attendees/campers including staff and vendors would be authorized for the 2018 event, and up to 1,500 thereafter. Per Mendocino County Code Section 20.168.020 (c)(2), gatherings of over one thousand (1,000) persons for a temporary event such as a concert are required to obtain a minor use permit. The applicant is requesting a 9 year permit. The property has historically been used as and continues to support an organized camp consisting of cabins, an assembly building, commercial kitchen, bathrooms, showers, water fountains, and various other improvements. Our office has not received any complaints to the proposed project.

Amplified music is proposed roughly between the same hours as in the past events; between the hours of 2 p.m. and 10 p.m. on Thursdays, between 11 a.m. and 10 p.m. on both Friday and Saturday, and 10 a.m. to 5 p.m. on Sunday. On-site parking will be provided within designated areas as identified on the attached Aerial Map provided by the applicant. Water is provided from an on-site well and water distribution system that runs throughout the property; however there is a plan to fill water tanks through a water trucking provider on an "as needed" basis. Portable toilets, hand washing stations and showers will be provided; arrangements has been made with a sanitary services provider to be available on an "as needed" basis to keep septic tanks at a normal capacity.

The only significant difference from the past years events, asides from the number of attendees, is the parking will increase from 350 to 750 spaces. Parking and other details of the event such as security, medical, fire safety, and traffic can be reviewed in the attached Operations Plans document provided by the applicant.

RELATED APPLICATIONS ON SITE:

- Minor Division MD 159-73 resulted in the creation of the two subject properties and Boundary Line Adjustment B 41-92 reconfigured the two subject properties into their current configurations.
- Use Permit U 142-81 was approved in early 1982 for the renovation of an existing legal non-conforming Boy Scout Camp.
- Use Permit U 89-82 was approved by the Planning Commission on October 21, 1982 allowing for the expansion and renovation of existing Boy Scout Camp.
- Use Permit Renewal UR 89-82/09 was approved by the Planning Commission allowing for the continued operation of the Boy Scout Camp for an additional 25 years. Permit expires July 31, 2034.
- Use Permit U 6-2013 was approved by the Zoning Administrator on May 29, 2013 allowing for the staging of a single four day event, including camping, music, activities, and provisions for food and vending booths with a total of 1,500 attendees, including staff, artists, and vendors.
- Administrative Permit 2015-0005 was approved by the Zoning Administrator was approved on June 11, 2015 for a single four day event that included camping, music, activities and provisions for food, alcohol, and vending booths. A total of 1,000 attendees, including staff, artists and vendors were authorized.
- Administrative Permit 2016-0002 was approved by the Zoning Administrator was approved on April 4, 2016 for a single four day event that included camping, music, activities and provisions for food, alcohol, and vending booths. A total of 1,000 attendees, including staff, artists and vendors were authorized.
- Administrative Permit 2016-0038 was approved by the Zoning Administrator was approved on April 13, 2017 for a single four day event that included camping, music, activities and provisions for food, alcohol, and vending booths. A total of 1,000 attendees, including staff, artists and vendors were authorized.

SURROUNDING LAND USE AND ZONING:

	GENERAL PLAN	ZONING	LOTS ACREAGES	USES
NORTH	FL 160	TP	385.8±	Timber Production
EAST	FL 160	TP	Same North & South	Timber Production
SOUTH	RL & FL 160	RL & TP	136.8±	Timber Production
WEST	FL 160	TP	78±	Timber Production

PUBLIC SERVICES:

Access: Masonite Industrial Rd (private road) to State Highway 128
 Fire District: Anderson Valley Community Services District and The California Department of Forestry and Fire Protection (CalFire)
 Water District: None
 Sewer District: None
 School District: None

AGENCY COMMENTS: On August 15, 2017 project referrals were sent to the following responsible or trustee agencies with jurisdiction over the Project. Their submitted recommended conditions of approval are contained in Exhibit A of the attached resolution. A summary of the submitted agency comments are listed below. Any comments that would trigger a project modification or denial are discussed in full as key issues in the following section. MC stands for Mendocino County, while CA stands for California agencies respectively.

REFERRAL AGENCIES	COMMENT	DATE
MC Dept. of Transportation	No Comment	09/29/2017
MC Dept. of Environmental Health-Ukiah	Comments	11/08/2017
MC PBS, Planning Division-Fort Bragg	No Comment	09/14/2017
MC PBS, Building Services Division-Ukiah	No Comment	08/22/2017
MC Office of Emergency Services	Comments	08/22/2017
MC Air Quality Management District	Comments	09/14/2017
MC Farm Advisor	No Comment	08/17/2017
CA Dept. of Forestry and Fire Protection	No Comment	08/21/2017
Russian River Flood Control	No Comment	08/21/2017
CA Highway Patrol	No Comment	08/24/2017
Redwood Valley Little River Band of Pomo Indians	Comments	08/30/2017
MC Assessor's Office	No Response	-
MC Water Agency	No Response	-
Native Plant Society	No Response	-
CA Dept. of Transportation	No Response	-
MC Dept. of Fish and Wildlife	No Response	-
CA Regional Water Quality Control Board	No Response	-
CA Dept. of Health Services	No Response	-
CA Dept. of Conservation	No Response	-
CA State Clearinghouse	No Response	-
US Dept. of Fish and Wildlife	No Response	-

REFERRAL AGENCIES	COMMENT	DATE
Army Corps of Engineers	No Response	-
NOAA Fisheries	No Response	-
Rancho Navarro Home Owners Association	No Response	-
Mendocino Solid Waste Management	No Response	-
Anderson Valley Community Services District	No Response	-
MC Sheriff's Office	No Response	-
Cloverdale Rancheria	No Response	-
Sherwood Valley Band of Pomo Indians	No Response	-

KEY ISSUES

General Plan and Zoning Consistency: The property is split zoned and includes Timber Production (TP 160) zoning on most of the property, and the remainder being Rangeland (RL 160) zoning. The Minor Use Permit is being processed under "Entertainment Events or Religious Assembly" as regulated by Mendocino County Code Section 20.168.020. An entertainment event with over one thousand (1,000) persons is subject to a minor use permit and may be permitted in any zoning district except R-1 or R-2 districts. The Code limits the use of the land for a temporary event to 5 days in any 6 month period. This application proposes to use the property for a total of 4 days.

As the use is temporary in nature, and in conjunction with a special event, it would be consistent with the zoning restrictions for the property. Conditions #14 and #24 are recommended to help ensure that the site will be returned to its natural or pre-event state following the event, to include the removal of all litter, lighting, sanitation facilities, or other amenities. No permanent signage or structures shall be permitted in association with this use, they would be considered with a separate building permit application as mentioned in Conditions #17 and #18.

Key Issue 1: Aesthetics: Staff anticipates that temporary, internally-directed, outdoor security lighting will be used for the campground and bathroom facilities during nighttime hours. As the event is situated within a heavily forested area with tall trees and a dense canopy, residential neighbors to the west should be shielded from the lights. To ensure that light and glare will not be invasive to off-site neighbors, Condition #19 requires outdoor lighting be turned off or downcast and focused on very specific areas (e.g., bathrooms, medical station, stage) during nighttime hours.

Key Issue 2: Noise: The nearest off-site residence is located approximately 2,400 feet west of the music stage. Upon reviewing aerial photos and County records, staff is aware of three single-family residences within a 0.5± mile radius of the subject property, all within the Rancho Navarro Subdivision. A project referral was sent to the Rancho Navarro Home Owner's Association (RNHOA), and there were no response in regards to this project. There was however a response for the previously submitted Administrative Permit application AP_2016-0002 which said: "The HOA has no issues with the event, the organizers have done a good job controlling noise levels and security such that there are no longer impacts on the subdivision." Amplified speakers will be directed away from residences to further minimize noise impacts. Condition #27 limits the hours for amplified speakers and music. Additionally, attendees will be provided with the Camp Navarro Site Map (attached), which states personal amplified music is prohibited on site.

Key Issue 3: Water and Waste: The event will be served by an on-site water supply system. In the case of a water shortage or an emergency, the applicant has a working agreement in place with Mendocino Water Company, which would be able to cover any shortfall in water supply. Potable water will be provided from an on-site well, which has line power for distribution to sinks and drinking fountain stations located throughout the camping area. Daily tests are performed on the water supply monitoring chlorine and ph levels by the applicant. Food vendors will be provided with hot and cold water. Gray water will be collected and stored on-site before being hauled to an approved treatment plant.

With regard to sewage disposal, portable toilets will be provided on-site to supplement existing bathrooms and will be maintained at normal capacity levels by a sanitary services provider.

In order to monitor water quality, sewage and solid waste disposal, the Department of Environmental Health (DoEH) has recommended the following:

- Event coordinator shall submit, to Environmental Health, a Community Event Permit Application to include list of vendors. The Community Event Permit Application shall be submitted to the DoEH at least forty-five (45) days before the event. This will allow the necessary Statement of Adequacy from Environmental Health to be forwarded to the Tax Collector office in a timely manner.

To further ensure water quality and waste discharge requirements are met, staff also requests:

- The applicant provide for at least 1 toilet for every 100 people. Hand wash pedestals shall be located adjacent to the portable toilets.
- Provide at least 1 hand wash pedestal for every 4 portable toilets.
- The applicant provide for at least 1 trash container with a 32 gallon capacity for every 50 people.
- The use of food and beverage packaging made from polystyrene foam, or Styrofoam, is prohibited throughout Mendocino County. Food and beverages shall not be distributed by any means in disposable food service ware that contains polystyrene foam.

Staff further recommends that portable toilets be placed in locations throughout the event site and campground that are convenient to attendees, thereby reducing the potential for attendees to directly impact river water quality. Staff also suggests that trash cans be similarly located to discourage littering. All garbage shall be removed from the campground daily. The "Waste Management and Sanitation Services" element of the applicant's Operations Plan indicates that garbage and recycling cans will be placed throughout the property and will be constantly maintained by janitorial staff throughout the entire event. The venue would supply 3 (three) 4 cubic yard dumpsters for trash and 1 (one) 4 cubic yard dumpster for recycling. They would be supplemented by an additional 40 cubic yard dumpster. All dumpsters would be serviced by Solid Waste of Willits. These large dumpsters will then be properly disposed of following the event.

No significant adverse impacts are anticipated to water availability or water quality provided the above conditions are implemented prior to and during the event. Conditions 22, 23, 24, and 26 are recommended to address potential impacts relating to water quality, sewage, and solid waste collection and disposal.

Key Issue 4: Protection Services: Fire Protection: The project site is located in a "Very High" fire hazard area and is within the jurisdiction of the California Department of Forestry and Fire Protection (CalFire). The property is also within the local response jurisdiction of the Anderson Valley Community Services District (AVCSD). The subject property is located within the Rancho Navarro Subdivision, which consists of numerous individual lots in forested areas; many improved with single family residences, with the closest off-site residence located approximately 2,400 feet west of the event site. AVCSD did not respond to the referral of this project, they however commented for the previous year event with a letter dated March 18, 2016. Condition 34 requires the applicant to comply with AVCSD recommendations. CalFire did not provide any comment to this project. The last time CalFire commented was for the 2015 event (AP 2015-0005), on which they recommended that the event meet the fire plan and parking plan conditions established within the Operations Plan for the Enchanted Forest Festival dated April 8, 2013 (U 6-2013). The applicant then found the plan to be acceptable and incorporated the relevant conditions into the updated Operations Plan for last year's and future events included in this project.

The event's Operations Plan demonstrates the preventative measures to minimize fire danger in the property and immediate locations. Water for fire suppression is available on-site from an existing internal water distribution system. Campfires and fireworks are strictly prohibited. Event security will continuously patrol the event site 24 hours day to enforce this prohibition and look for unsafe situations. Additional fire safety measures are identified in the Public Services section. Compliance with protection measures identified by AVCSD, CalFire, and staff are anticipated to provide for adequate fire protection.

Police Protection: The temporary gathering of a large number of people may result in increased calls to public safety departments including the Mendocino County Sheriff's Office (MCSO) and California Highway Patrol (CHP). Project referrals were sent to both agencies to gather comments, concerns, and any recommended conditions. MCSO did not respond to staff's referral. CHP responded on August 24, 2017 and had no objection to the event.

According to the "Event Safety (Security) Team Operating Procedures" document submitted to staff (attached), there will be at least 1 experienced staff member for every 75 guests, with a minimum of 4 personnel at all times. The applicant's Security Plan is found both in summaries within the Operations Plan and in further detail in the Redwood Ramble Event Safety (Security) Team Operating Procedures, and has been submitted to the MCSO for review and approval. Conditions 28 through 34 ensure adequate measures are taken to protect the public from an adverse situation on-site.

Medical: The applicant will provide medical services during the event. According to the applicant's Operations Plan, the medical staff consists of 3 Board Certified Physicians, 3 Emergency Medical Technicians, and 1 Medical Team Supervisor to be available at all times via an emergency radio system.

Measures have been identified to help ensure public safety will not be compromised during the event. Condition 16 requires a post event inspection and meeting coordinated by the event promoters with all emergency service providers to consider future modification(s) to emergency response plans, event logistics, and other issues related to inter-agency coordination and event design.

Key Issue 5-Traffic Circulation: The subject property will be accessed by traveling north from Highway 128 for 0.8± miles, via a private road known as Masonite Industrial Road. The road is primarily utilized by Mendocino Redwood Company to access their large land holdings. The first 0.6± mile of the road may also be used by property owners within the Rancho Navarro Subdivision, with Appian Way. The majority of staff and vendors will arrive Tuesday, two (2) days before the event. General public will be allowed to enter the site with when the gates open at 11:00 AM on Thursday. Staff recognizes that the applicant may need to open the gates slightly earlier if appropriate for traffic safety considerations. A holding lane shall be established along Masonite-Industrial Road for vehicles lining up to be processed for appropriate ticketing. Vehicle in/out privileges are prohibited during the event. The applicant has submitted a Traffic Plan identifying measures to offset potential traffic related issues and is found in the Operations Plan.

A large number of people accessing or exiting the event at the same time have the potential to interrupt regular traffic flow and cause significant traffic safety issues. The applicant has been advised of similar events in the County where attendees, attempting to get their place in line, arrive well ahead of the time the event is scheduled to open to the public. Having a long line of cars parked along the road shoulder, with people essentially camping overnight in their vehicles, has the potential to interrupt regular through-traffic and create a public health hazard as there are no bathrooms. In addition some early arrivals have exercised poor judgment in attempting to start campfires along the road. The applicant has been alerted of this issue and the need to assign event personnel to effectively prohibit early arrivals from lining up the night/early morning before the event. Early arrivals will not be accommodated and public on-site camping is prohibited on Wednesday night. The campground shall close no later than 5:30 PM on Sunday. The applicant is already advertising this information on their website.

Based on the proposed attendance cap of 1,500 people and assuming an average of 2.3 people per vehicle, the applicant is prepared to provide parking area for approximately 750 vehicles, which is more than necessary. Staff has determined that adequate parking areas have been identified to support the event, as noted in the Aerial Map provided by the applicant.

The applicant has been advised that any temporary traffic control signs, cones, etc., proposed to be placed within the Highway 128 right-of-way will require encroachment permits from Caltrans. Any such uses within the County right-of-way will require an encroachment permit through the Mendocino County Department of Transportation.

Compliance with measures identified within the traffic plan and identified by staff is expected to minimize potential traffic impacts to Highway 128, local Masonite-Industrial Road and the surrounding community. Conditions 35 through 41 are recommended to facilitate transportation system and traffic safety.

Emergency access lanes have been established throughout the site. Emergency lanes shall be kept clear at all times and shall only be used by authorized vehicles. The applicant shall coordinate with all emergency service providers to conduct a pre-event inspection at the site. Conditions 14 and 32 are recommended to ensure adequate emergency access lanes are identified and kept free and clear during the event.

Environmental Protection:

The project is Categorically Exempt from the California Environmental Quality Act (CEQA), Class 23, Section 15323. This exemption consists of:

...the normal operations of existing facilities for public gatherings for which the facilities were designed, where there is a past history of the facility being used for the same or similar kind of purpose. For the purposes of this section, "past history" shall mean that the same or similar kind of activity has been occurring for at least three years and there is a reasonable expectation that the future occurrence of an activity would not represent a change in the operation of the facility.

RECOMMENDATION

By resolution, accept the Categorical Exemption and grant approval of Minor Use Permit U 2017-0003, as proposed by the applicant, based on the facts and findings and subject to the conditions of approval.

DATE

EDUARDO HERNANDEZ
PLANNER

DATE

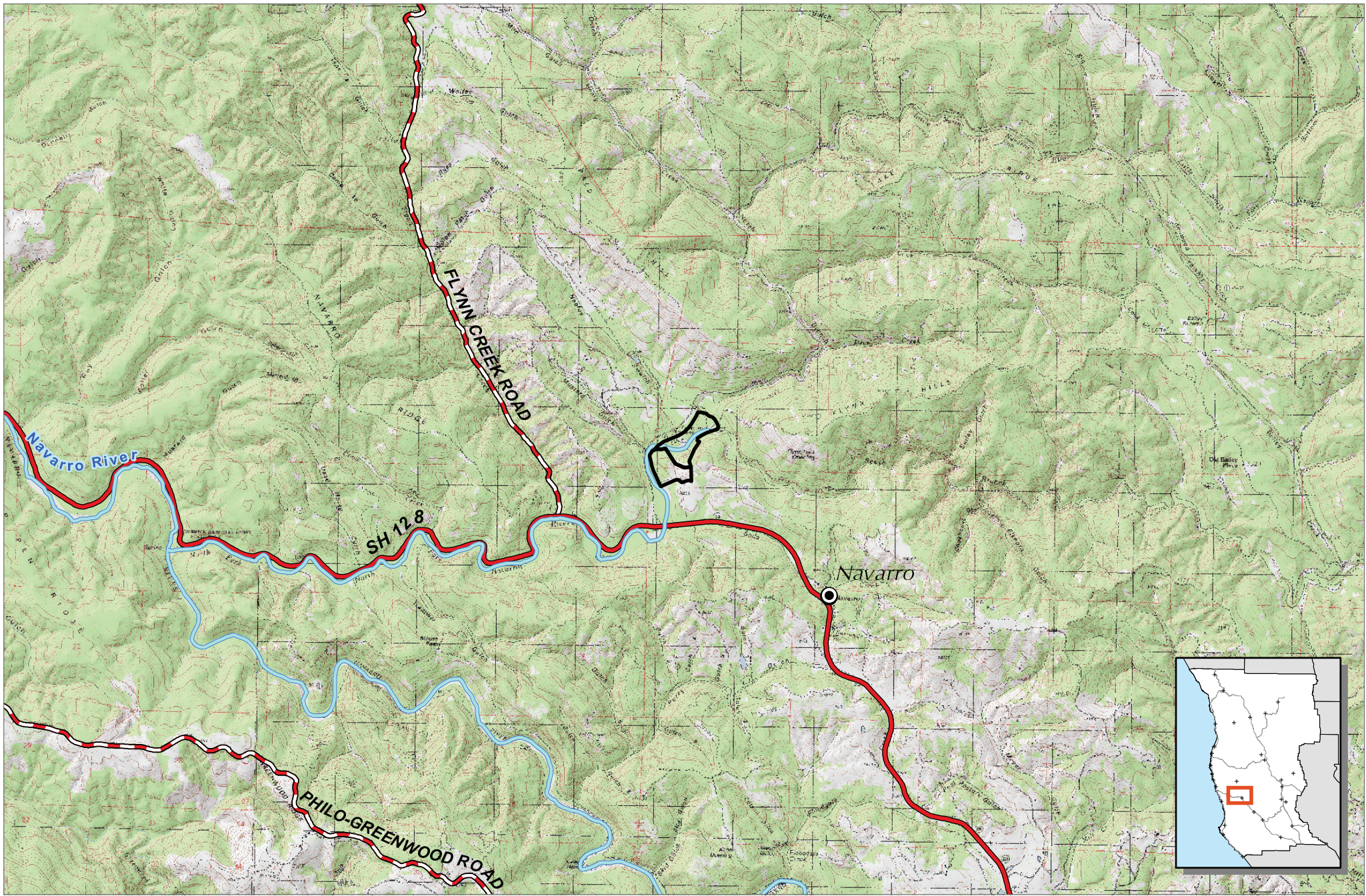
IGNACIO GONZALEZ
ZONING ADMINISTRATOR

Appeal Period: 10 Days
Appeal Fee: \$1,616.00

ATTACHMENTS:

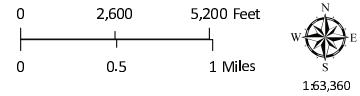
- A. Location Map
- B. Aerial Map
- C. Event Site Plan
- D. Zoning Display Map
- E. General Plan Classifications
- F. Adjacent Parcels
- G. Fire Hazard Zones & Responsibility Areas
- H. FEMA Flood Zone
- I. Operations, Emergency, and Security Plans

RESOLUTION AND CONDITIONS OF APPROVAL (Exhibit A):



CASE: U 2017-0003
OWNER: Camp Navarro Stewards, LLC
APN: 026-010-23, 24
APLCT: Ramble On Productions
AGENT:
ADDRESS: 17525 Masonite Industrial Road, Navarro

- Major Towns & Places
- Major Roads
- Major Rivers
- Highways





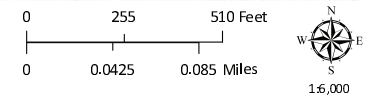
LOCATION MAP

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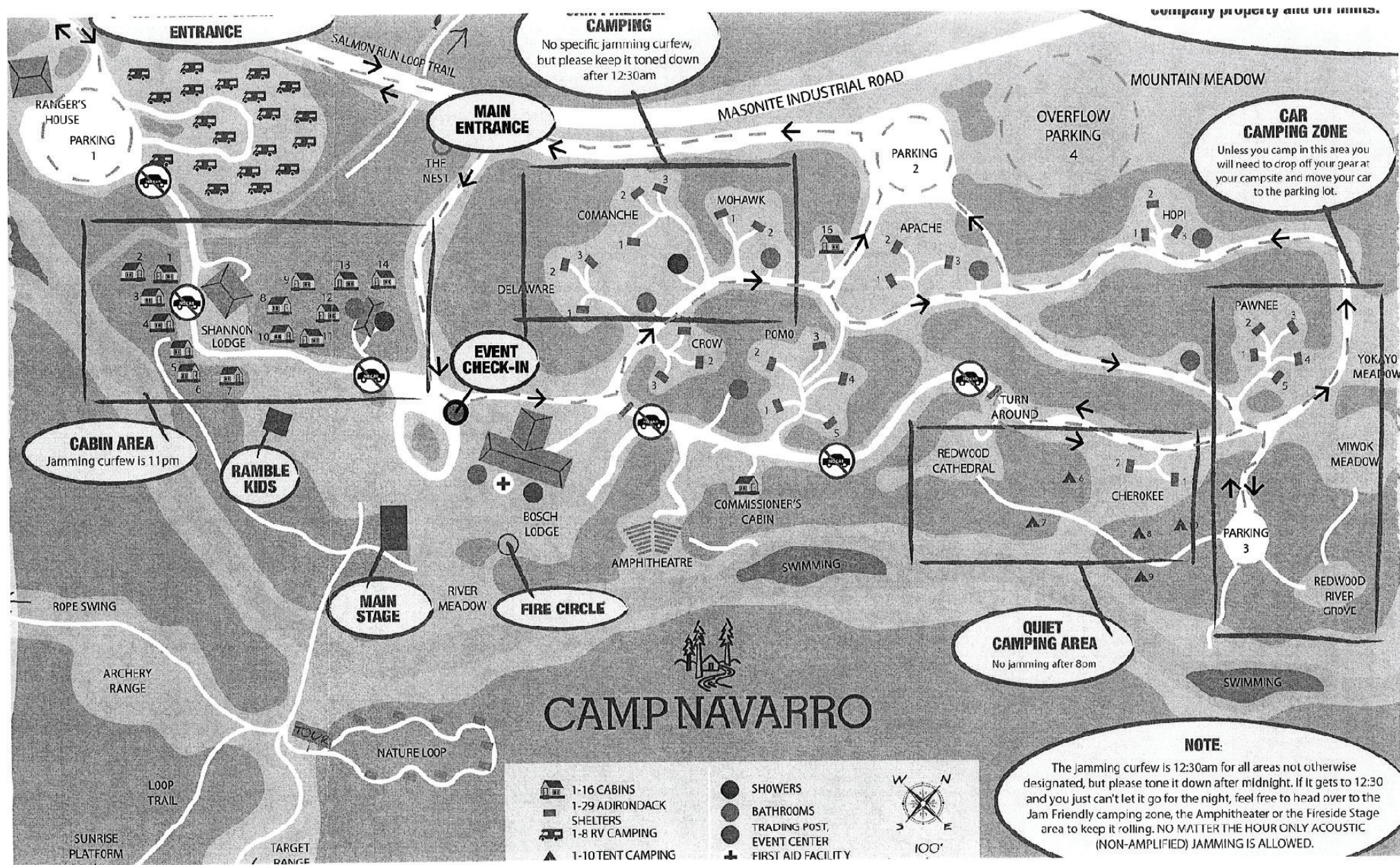
CASE: U 2017-0003
OWNER: Camp Navarro Stewards, LLC
APN: 026-010-23, 24
APLCT: Ramble On Productions
AGENT:
ADDRESS: 17525 Masonite Industrial Road, Navarro

 Named Rivers
 Private Roads
Driveways/Unnamed Roads



AERIAL IMAGERY

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CASE: U 2017-0003

OWNER: Camp Navarro Stewards, LLC

APN: 026-010-23, 24

APLCT: Ramble On Productions

AGENT:

ADDRESS: 17525 Masonite Industrial Road, Navarro


NO SCALE

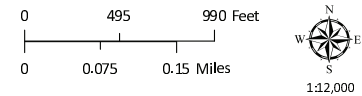
EVENT SITE PLAN

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CASE: U 2017-0003
OWNER: Camp Navarro Stewards, LLC
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APLCT: Ramble On Productions
AGENT:
ADDRESS: 17525 Masonite Industrial Road, Navarro

 Zoning Districts




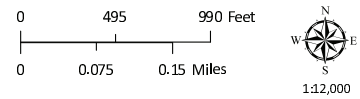
ZONING DISPLAY MAP

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ADDRESS: 17525 Masonite Industrial Road, Navarro

 General Plan Classes



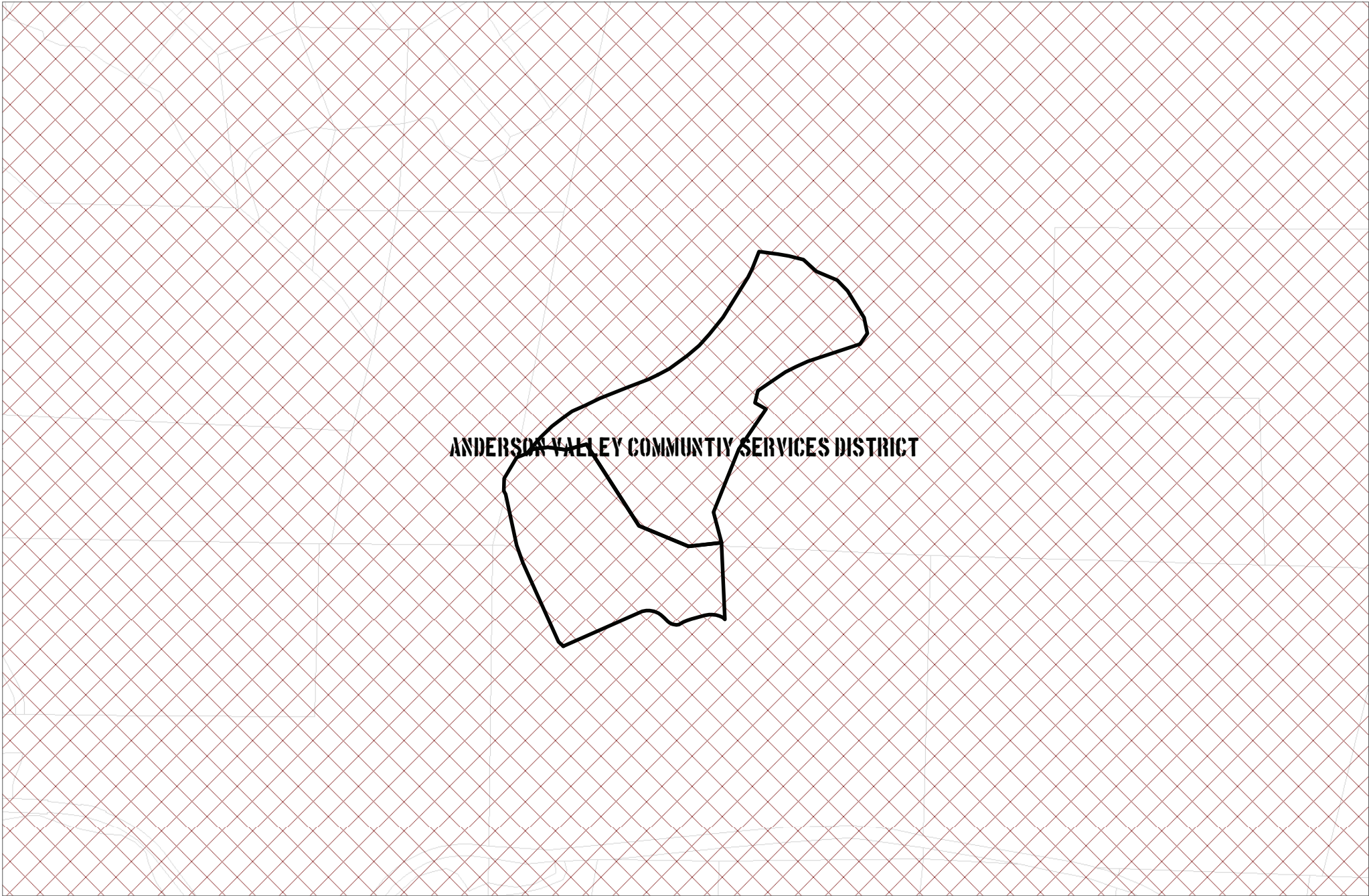
GENERAL PLAN CLASSIFICATIONS

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ADJACENT PARCELS

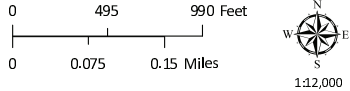
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ANDERSON VALLEY COMMUNITY SERVICES DISTRICT

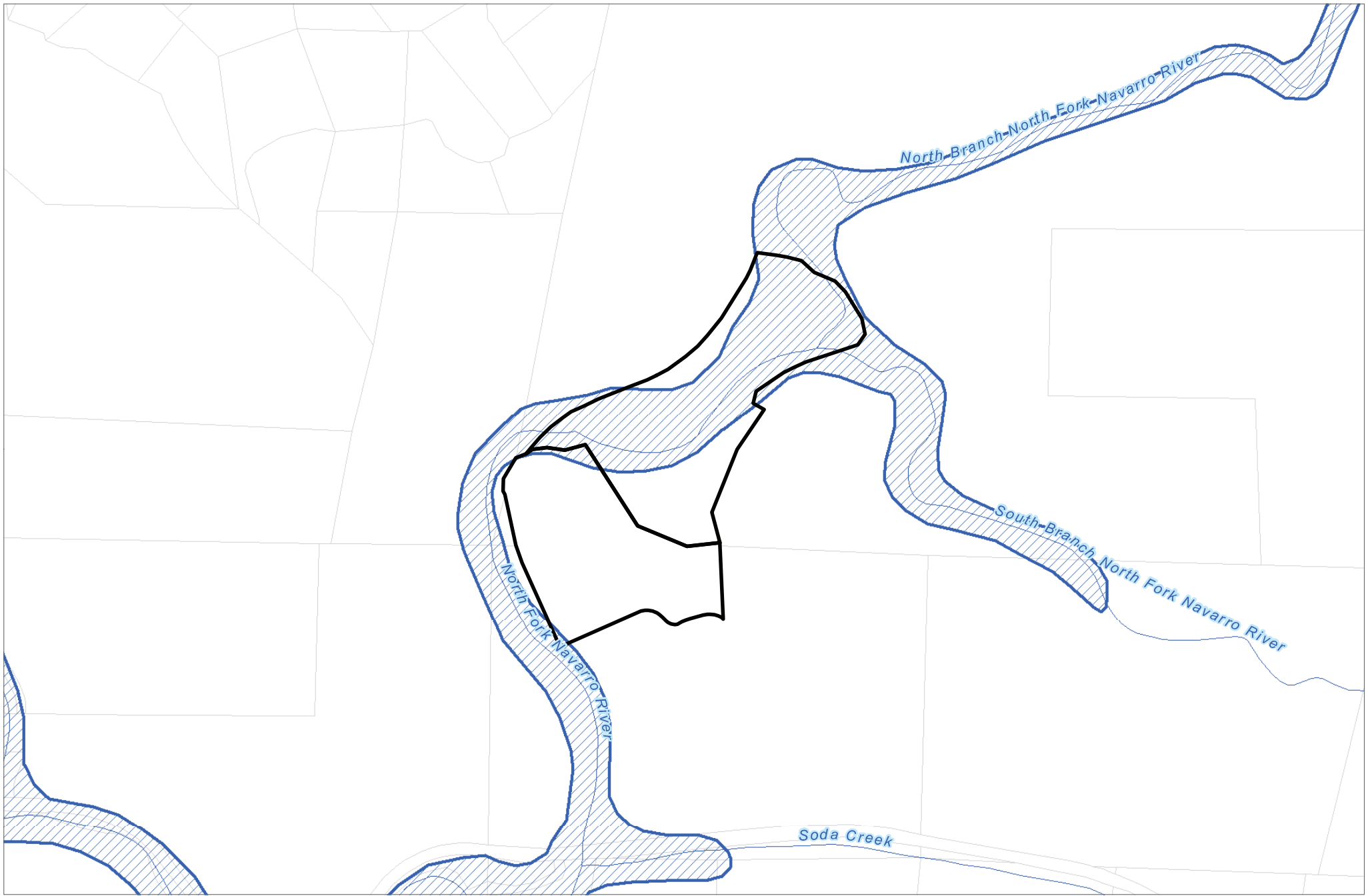
CASE: U 2017-0003
OWNER: Camp Navarro Stewards, LLC
APN: 026-010-23, 24
APLCT: Ramble On Productions
AGENT:
ADDRESS: 17525 Masonite Industrial Road, Navarro

 County Fire Districts
 High Fire Hazard



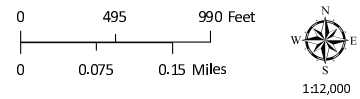
FIRE HAZARD ZONES & RESPONSIBILITY AREAS
STATE RESPONSIBILITY AREA

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CASE: U 2017-0003
OWNER: Camp Navarro Stewards, LLC
APN: 026-010-23, 24
APLCT: Ramble On Productions
AGENT:
ADDRESS: 17525 Masonite Industrial Road, Navarro

 Flood Zone
 Named Rivers



FEMA FLOOD ZONE
NFIP MAPS, JUNE 2nd, 2011

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Redwood Ramble at Camp Navarro 2017

OPERATIONS PLAN

including:

**Security
Fire
Medical
Outside Emergency Services Response Plan
Traffic Flow
Parking
Waste Management and Sanitation
Participant Accommodation
Power
Sound**

Supplemental Information Under Separate Cover:

1. Emergency Procedures for the Redwood Ramble at Camp Navarro
2. Event Safety (Security) Team Standard Operating Procedures

Revised December 13, 2016

The following plan is for the the Redwood Ramble to be held at Camp Navarro in Navarro, CA. The Redwood Ramble is a fundraising event put by Ramble On Productions, a 501(c)(3) nonprofit organization. The Redwood Ramble is a family friendly event which involve music, camping and scheduled activities for both adults and children including yoga, arts and crafts, speakers, etc. The approximate hours which amplified music will be present will be as follows: Thursday 2PM to 10PM, Friday 11AM to 10PM, Saturday 11AM to 10PM and Sunday 10AM to 5PM.

This Operating Plan for the Redwood Ramble covers the following items:

- 1 Security
- 2 Fire
- 3 Medical
- 4 Outside Emergency Services Response Plan
- 5 Traffic Flow
- 6 Parking
- 7 Waste Management and Sanitation
- 8 Participant Accommodation
- 9 Power
- 10 Sound

As this is a ticketed event and attendance will not exceed 1,000 people.

Security Plan

Security is being provided by Praetorian Protective Services (PPO# 16665) contact Mark Solum (877)852-8559. The Praetorian security team will be connected to the Redwood Ramble's Event Organizer (Steve Zimmerman 415-297-0903) and the rest of the event staff by two way radio.

As this is a ticketed event, several facets of security must be addressed. First is site safety. A minimum of 4 uniformed festival security guards will be on-site throughout the event, looking for potential problems, addressing situations, and answering guest questions. Visibility is key, and a supervisor will always be available, via radio, for any circumstances requiring security intervention. In addition, two volunteers with extensive professional event safety experience and 8 safety volunteers will be added at peak times.

Event staff will man a gate along Masonite Industrial Road during the day and early evenings of the event and that station will be manned by a security guard from 7-11PM. These staff members will address any situations that may arise, to not allow any uninvited or ticketed guests to enter or leave the festival grounds, and to enforce any other festival rules or directives.

The second facet is location security. As this is a remote location, the possibility of attracting a less desirable crowd decreases dramatically. It is a simple task to maintain security within the grounds, but we want to be able to provide a presence in the immediate area as well. Parking lots, as well as arrival points for public transportation, would be checked periodically, to provide visual security, as well as a point of contact for questions.

Note: The preceding is a summary only. For more detail review the "Redwood Ramble at Camp Navarro Event Safety (Security) Operating Procedures".

Fire Plan

The festival management takes the risk of fire very seriously, and will have all staff, security included, constantly looking for unsafe situations and locations. In the event of a fire, all staff will be assigned to certain locations, to assist in evacuation procedures.

The event management is very interested in providing the maximum amount of support to running a safe, comfortable event. The following items will be enforced for the duration of the event.

- 1 The main entrance, as well as any other points of egress will be regularly checked to provide both vehicular access and emergency egress.
- 2 Each vending booth (if any), regardless of product, will have a minimum 10AB extinguisher. In addition, all food booths will have a class K extinguisher.
- 3 All staff will have access to extinguishers, and the information booth will have extras available, if needed.
- 4 All temporary structures (if any) will be constructed of fire retardant materials.
- 5 The event will request access to a charged water hose, to allow vendors (if any) access to fresh water, if possible.
- 6 No smoking will be allowed inside any structure, and no smoking signs will be posted in all public areas, including portable bathrooms.
- 7 A minimum 10' path will be maintained in front of all booths.
- 8 No campfires will be allowed anywhere except in the large metal fire pit in front of Bosch Lodge and that fire will be lit, tended and monitored by event staff.

In addition to these items, all staff will be linked via portable radios, and will be prepared to respond to a fire emergency. In case of a small fire, the steps will be:

- 1 Call the Security Supervisor to announce the issue.
- 2 Staff will clear the public away from the affected area.
- 3 If possible, the fire will be controlled via a fire extinguisher.
- 4 If the fire is unmanageable, then 911 will be called.
- 5 If the situation is unmanageable, the guests will be evacuated from the areas via the Promenade, and moved to safe areas in the parking lots, away from trees and structures.

Medical Plan

Medical Services for Redwood Ramble will be housed in the Main Lodge "Infirmary" room. Services will be available on a staffed basis 24hrs/day, with physicians on call via 2 way radio. The core team is familiar with the site and facilities from prior experience last fall.

The Medical Team will be lead by Dr. Michael Zimmerman, as Medical Team Supervisor, and include three Board Certified Physicians and three Emergency Medical Technicians.

Medical Services Capabilities

- Basic primary care services
- Extended services
 - Vital signs assessment including pulse oximetry

- Basic Life Support/ CPR
- Dehydration management including IV and oral fluid resuscitation
- Infection management including intramuscular and oral antibiotic therapy
- Respiratory care including pulse oximetry and inhaler medications, bag valve respiratory assistance.
- Orthopedic injury management including splinting
- Wound management including abrasions, stings, burns, laceration repair, and debridement.
- Anaphylaxis and allergic reaction management

Supplies

Medical Services include the provision of all necessary supplies with the exception those noted previously on site

- Backboard
- Cervical Collar
- Bag Valve and mask (pediatric and adult)
- Crutches

Outside Resources

In the event of a serious injury, the Medical Team supervisor will call 911 for additional assistance. Emergency vehicles will be directed to a reserved area, and escorted to the first aid station. In addition there has been a Helipad for emergency evacuation designated in the southern part of patron parking (P2 on the Plot Plan.)

- Closest Facility Ukiah Medical Center (39 miles, 58 min drive)
- CalStar flies out of Ukiah
- Medical Team supervisor has personal Relationship with Medical Director at Anderson Valley Medical Center.

Medical Supplies List

Antibiotics

- Bactrim
- Azithromycin
- Cephalexin
- Levofloxacin
- Rocephin (injectable),
- Lidocaine gel

OTC

- Benadryl
- Claritin
- Omeprazole
- Tecnu

Topical

- Antibiotic Ointment
- Aquaphor

- Benadryl
- Silvadene
- Hydrocortisone
- Tylenol, liquid, pills
- Ibuprofen, liquid, pills
- Hand sanitizer
- Hemmoroid oint
- Aloe
- Camphor +phenol
- Maalox
- Tums

Other

- Prednisone 20mg tabs
- Lidocaine
- EpiPen
- Albuterol
- Zofran
- Lomitol

Equipment

- BP Cuff
- Pulse Oximetry
- Stethoscope
- Oto/Ophthalmoscope

Supplies

- Tongue depressors
- Qtips, long
- Cotton balls
- Alcohol Swabs
- Povidine Swab-sticks
- Tape
- Suture
- Betadine
- Irrigation
- Electrolyte hydration
- Ice chest
- Paper towels
- Drapes
- Scalpels
- Coban
- Steri Strips
- Xerform drsg 5 x 9"
- Liquid Adhesive
- Adaptic 3x3
- ACE 3 x 10 yds
- Kerlix 4 x 1 yd
- Bandaid 3 X 1
- Gloves
- Tampons
- Pads

Instruments

- Forceps
- Kelly
- Needle driver
- Needles
- Syringes
- Ear Lavage
- Scissors

Outside Emergency Services Response Plan

In the event of a Security, Medical, Fire or emergency situation that requires response from outside Emergency Medical Services, the following steps will immediately be taken:

- The staff at the Welcome Station will be notified by radio that emergency responders are en route, the location of the incident and where to send the responders. A staff member will also be sent out to the Welcome Station on an ATV to meet up the approaching responders in order to direct them to the location of the incident.
- In order to direct additional responders arriving at later times to the location of the incident, staff members will be positioned at each intersection between the Welcome Station and the incident location. If the incident occurs after dark, each of these staff members will be given a blue glow stick which will be used to direct the responders.

Traffic and Parking Plan

Because of the limited amount of guests, and the great possibility that this event will be sold out before it begins, we do not foresee traffic becoming a problem, unless there is an accident or other unforeseen event. In case of such an unforeseen traffic complication we will have a contingency plan ready for implementation that will involve an overflow waiting lane. Porta-potties will also be made available in the check-in area as well as the parking lot. Parking is contained safely on the private property. There will be limited car camping within festival grounds. Fire extinguishers will be placed prominently near the parking lot, in case of an exhaust fire. All parking lots are cleared of tall dry grass and other flammable materials. It will be clearly stated on the website & event patron information email that check-in will only be available during limited periods of time on Thursday, Fridays and Saturday and all attendees are required to vacate the grounds by 5:30PM on Sunday. In order to discourage traffic problems associated with early arrivals event website and communications make it clear that no parking will be allowed on Masonite Industrial Road prior to the gates opening at 11AM.

Waste Management and Sanitation Services

Preserving the cleanliness of the venue is of the utmost importance to event management, as the beautiful natural setting of the forest is a cornerstone for the entire event. We are committed to a Leave No Trace Policy, along with educating the participants of our "leave no trace" policy. Camp Navarro has garbage and recycling cans placed throughout the property and those will be constantly maintained by our janitorial staff throughout the entire event. The venue supplies three 4 cubic yard dumpsters for trash and one 4 cubic yard dumpster for recycling. In addition, we will be supplementing those with an additional 40 cubic yard dumpster, all of which will be serviced by Solid Waste of Willits (707) 459-4845. Event management will be providing more than the required amount of porta-potties to supplement the bath and shower infrastructure pre-existing onsite. Service will be provided by United Site Services and will include a 24 hour on call service in event of immediate service being required.

Participant Accommodation

The Redwood Ramble is a camping event. Camp Navarro is outfitted with an extensive campground infrastructure. Filtered drinking water sourced from an on-site well is available throughout the campground, as are numerous shower and toilet facilities. Food services will be provided from with the commercial kitchen of Bosch Lodge. Camp Navarro and event management will provide supplemental lighting in the primary public spaces to help ensure participant safety at night.

Power and Amplified Sound

PG&E provides electricity to Camp Navarro which will be used to power PA systems at three positions. The primary will be the "Main Stage" and then there will be two additional low powered systems to service the Amphitheatre and Jam Tent areas. Services provided by Camp Navarro, Production utilizes two 75 KVA generators to runs speakers & lighting systems. Arrangement of the stage & direction of the speakers is engineered with consideration of the local community of Rancho Navarro. To ensure maintenance of sound curfew event management has engaged 24 hour security to monitor the campgrounds. All participants are notified in advance that renegade sound systems are forbidden.



Emergency Procedures for the Redwood Ramble at Camp Navarro

Revised December 13, 2016

No two emergencies are the same. While the various steps and suggested actions outlined in this manual represent sound procedures, good judgment should be the final authority until the appropriate Staff member can be informed or notified. Unfortunate incidents do occur. Some can be prevented but in spite of everything, there will be situations, which call for special actions.

For the purposes of this document “leaders” refer to all Redwood Ramble Staff Members in a supervisory role and all members of the Event Safety Team.

Generally, leader’s responsibilities include:

- A. Prevention of incidents before they happen.
- B. Handling the situation at the time.
- C. Notifying the necessary people immediately after the incident.

It is extremely important that leaders:

- A. Become familiar with and put into effect, preventative measures suggested.
- B. Keep a list of all ticket purchasers within the Infirmary at all times.
- C. Think ahead of time about unfortunate incidents that might occur. Emergencies will rarely occur if proper care is taken.
- D. Once emergency responders arrive at scene and take patient control, local policies and procedures will be followed. Any doctors, nurses, paramedics, or EMTs will turn over patient control to the emergency personnel and only interface as requested by the Authority Having Jurisdiction (AHJ).
- E. Know what is contained in this manual. If you are away from the camp, please notify either the Event Organizer the Chief of Event Safety of your your destination and your time of return.

Emergency Procedure Sections:

1. Emergency Area Designations

This list of areas in Camp Navarro will be used to better coordinate the emergency practices outlined in this document.

2. Emergency Personnel Designations

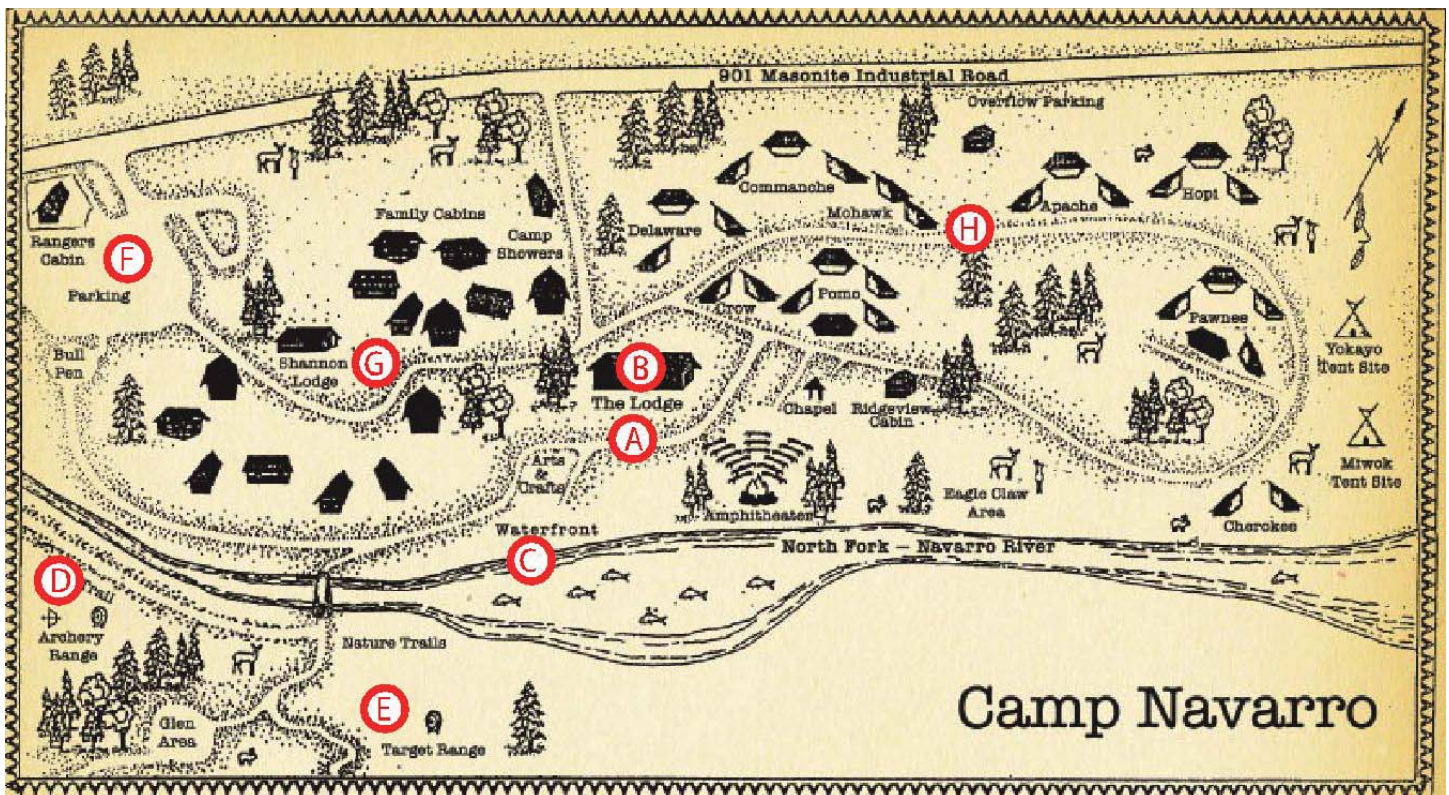
Personnel designations will be used to better coordinate the emergency practices outlined in this document.

3. List of Emergencies

An exhaustive list of emergency situations that this document provides procedures for.

EMERGENCY PROCEDURES**1. Emergency Area Designations**

This list of areas in Camp Navarro will be used to better coordinate the emergency practices outlined in this document. Throughout this document the terms below will be used to direct the actions of camp personnel in the event of an emergency. Please study these designations and educate the appropriate personnel in order to be better prepared for an emergency.

Camp Navarro Emergency Map

- A. Assembly Area (also known as "Main Stage Area")
 - When the general alarm is sounded this will be the staging area for all event guests to assemble and be counted.
- B. Infirmary
 - This is where the Medical Team Staff will coordinate Medical Team care. Next to the Nurses Station is also the switch for the General Alarm.
- C. Swimming Area
- D. Archery Range
- E. Target Range
- F. Parking Area
- G. Cabin Area
- H. Camping Area

2. Emergency Personnel Designations

EMERGENCY PROCEDURES

These personnel designations will be used to better coordinate the emergency practices outlined in this document. Throughout this document the personnel designations below will help identify the different actions that personnel are to take in the event of an emergency.

Camp Navarro Emergency Personnel Designations



Definition of Camp Roles:

- A. Camp Navarro Ranger
 - The Ranger is the representative of Camp Navarro and its owners.
- B. Event Organizer
 - The person who is the responsible party for entire event experience.
- C. Programming Staff
 - These are the individuals who under the supervision of the Event Organizer carry out the daily programming at the event.
- D. Event Safety Team
- E. Medical Team

EMERGENCY PROCEDURES



3. List of Emergencies

- A. Evacuation
- B. Unconscious person
- C. Flash flood/Heavy rain or wind
- D. Lightening
- E. Stranger in camp
- F. Hazardous material spill
- G. Fire
 - i. Outside/coming toward camp
 - ii. Unconfined in camp
 - iii. Vehicle/grease/electrical
- H. Weather (severe cold or heat)
- I. Earthquake
- J. Power line down
- K. Gas leak
- L. Missing person
- M. Vehicle accident (in-camp/out-of-camp)
- N. Animal/reptile bite (snake/bear/spider/rodent)
- O. Animal/reptile encounter (snake/bear/spider/rodent)
- P. Tree or branch hazard (unstable)
- Q. Severe Injury (Trauma) or Fall (in-water or on-land)
- R. Drug/Medical Team interaction
- S. Blood-borne pathogen exposure 2

EMERGENCY PROCEDURES



CAMP EVACUATION

EVENT GUESTS AND STAFF

1. Upon hearing the General Alarm, all event guests and staff are to immediately report to the Assembly Area. Event Safety Leads will also walk around the Campground Loop with bullhorns instructing guests to move to the Assembly area.

STAFF

1. Upon hearing the General Alarm or alarm, all staff report to the Assembly Area immediately.
2. Event Organizer follows procedure for evacuation.
3. Event Organizer directs event guests in the method of evacuation, the time frame before everyone must depart, and the destination.
4. Nature of emergency and destination of evacuation is explained in greater detail.
5. If the Nature of the Emergency allows, the Event Organizer will instruct guest to 1) collect their belongings and evacuate, 2) immediately move to their cars and evacuate or 3) stay in place and wait for outside assistance.
6. Event Organizer notifies Camp Ranger of evacuation or other order.
7. As soon as practical, Event Organizer or Chief of Event Safety is to write a statement describing the incident.

UNCONSCIOUS PERSON

EVENT GUESTS and STAFF

1. Upon discovery of the unconscious person, immediately initiate radio call to Medical Team.
2. Medical Team provide care and when and if to call EMS.
3. Event Organizer to notify Camp Ranger.
4. When emergency is over, Event Organizer and Medical Team are to write a statement describing the incident.

FLASH FLOOD / HEAVY RAIN OR WIND

EVENT GUESTS and STAFF

1. Alarm will sound.
2. Report to the Lodge if given enough warning.
3. If no warning, take shelter in bunk.
4. Observe surrounding area for local hazards such as falling limbs, etc.
5. Remain in sheltered areas until staff advises you to join in dining hall.
6. Event guests in areas deemed to be "threatened," shall be carefully and immediately moved from the immediate area, and if appropriate, to higher ground.

EMERGENCY PROCEDURES



LIGHTENING (Program interrupting – Observed lightning or thunder)

EVENT GUESTS and STAFF

1. Sound alarm. All event guests and staff leave water area immediately.
2. All event guests and staff are to seek shelter in a dense stand of small trees away from the edge of the lake or the nearest building or tent.
3. Do not stand under tall trees, lone trees, on a hilltop, or rock ledge, as lightning may strike these areas. Stay away from power lines and metal structures. At times of high wind, avoid trees with dead limbs and standing trees that are dead.
4. If your group is outdoors, you should not huddle together but spread out at least 15 feet apart. Squat with your feet close together so you will have minimal contact with the ground, thus reducing danger from ground currents.
5. Event is not to resume until Event Organizer authorizes resumption.

STRANGER IN CAMP

EVENT GUESTS and STAFF

1. Staff will notify Chief of Event Safety or Event Organizer of anyone who has entered the camp without a wristband.
2. Visitors will only be allowed on-site once verified by the Event Organizer.
3. Unapproved visitors will be turned away.

HAZARDOUS MATERIAL SPILL

EVENT GUESTS and STAFF

1. Clear area and keep others back from spill.
2. Event Organizer, Chief of Event Safety and Camp Ranger are radioed to set up boundaries and make plan.

FIRE

UNCONFINED IN CAMP

(Fire beginning in camp in a non-desired area - vehicle/grease/electrical)

EVENT GUEST and STAFF

1. Utilizing the tools available, persons discovering the fire should attempt to mitigate the fire, provided the fire is safely manageable and in its initial stages.
2. Group sends runners to notify any staff member.
3. Staff member notify Event Safety Team (by radio if possible), who will respond either with tools to fight their fire (extinguishers, rakes, shovels, etc.) or decide to and/or issue a General Alarm.

EMERGENCY PROCEDURES



4. At the sound of the General Alarm, all event guests and staff will move to the Assembly Area.
5. Follow directions of staff at the Assembly Area.

STAFF

1. Upon notification of a fire emergency, the informed staff member(s) will notify the Event Organizer and/or the Chief of Event Safety.
2. Event Organizer or Chief of Event Safety will delegate the order to sound the General Alarm to warn the camp of the emergency.
3. Event Organizer will notify the Camp Ranger.
4. Event Organizer will notify the fire officials by calling 911. Supply them with as much of the following information as possible: location of fire, what is burning, areas threatened, last known size, injuries, and any suppression efforts currently in progress.
5. At the sound of the General Alarm or alarm, all staff report to the Assembly Area.
6. Medical Team should immediately report to the Assembly Area.
7. Unless directed otherwise by competent authority, make all preparations should be made for camp wide evacuation. Refer to EVACUATION PLAN.
8. When emergency is over, Event Organizer or Chief of Event Safety is to write a statement describing the incident.

OUT OF CAMP

(Uncontrolled fire outside of camp, approaching or likely to approach the camp, which may place the camp in imminent danger)

EVENT GUEST and STAFF

1. At the sound of the General Alarm or alarm, all event guests and staff report to the Assembly Area.
2. Follow directions of staff at the Assembly Area.

STAFF

1. Event Organizer and Chief of Event Safety are to be immediately notified of any message received regarding an Out-of-Camp fire.
2. Event Organizer will notify the Ranger.
3. Consider immediate evacuation. Refer to EVACUATION PLAN.
4. If decision to remain is made, it should be based on consultation with CDF or other appropriate authority.
5. At next assembly inform camp of situation. Review evacuation plan with camp, and advise them of any program changes. Consider leaders/drivers meeting following assembly.
6. Continually re-assess incoming information and determine updates to timetable for evacuation.
7. When emergency is over, Event Organizer or Chief of Event Safety is to write a statement describing the incident.

EMERGENCY PROCEDURES



WEATHER (Severe cold or heat)

EVENT GUESTS and STAFF

1. Event Organizer is to counsel event guests of necessity of hydration and/or appropriate clothing at regular intervals from from Main Stage PA system.
2. Event guests are to contact the Medical Team or any staff member if they become nauseous, dizzy or develops chills.

STAFF

1. Observe all event guests and fellow staff members for signs of dehydration or temperature-related illness.
2. Contact Medical Team if any symptoms are observed.

EARTHQUAKE

EVENT GUESTS and STAFF

1. If you are indoors, duck or drop down to the floor. Take cover next to (not under) a sturdy table or other furniture. Hold onto it and be prepared to move with it. Hold the position until the ground stops shaking and it is safe to move. Stay clear of windows, fireplaces and heavy furniture or appliances. Do not rush outside. You may be injured by falling building parts. Do not try using the stairs while the building is shaking or while there is danger of being hit by falling debris.
2. If you are outside, get into the open, away from buildings and power lines.
3. Be alert for falling rock and debris loosened by the quake.
4. In a crowd do not rush out, stay calm and encourage others to do the same.
5. Upon hearing the General Alarm, everyone is to report to the Assembly Area, report any injuries and conduct roll call.
6. Units will be instructed as to the next action to be taken in conjunction with the local authorities. Do not reenter campsites unless instructed to do so. Once you have gathered at the Assembly Area, stay there.
7. Do not use the telephone except for an emergency. Be prepared for after-shocks.
- D. Most of these are smaller than the main quake, but some may be large enough to do additional damage.

STAFF

1. If you are indoors, duck or drop down to the floor. Take cover next to (not under) a sturdy table or other furniture. Hold onto it and be prepared to move with it. Hold the position until the ground stops shaking and it is safe to move. Stay clear of windows, fireplaces and heavy furniture or appliances. Do not rush outside. You may be injured by falling building parts. Do not try using the stairs while the building is shaking or while there is danger of being hit by falling debris.
2. If you are outside, get into the open, away from buildings and power lines.
3. Be alert for falling rock and debris loosened by the quake.

EMERGENCY PROCEDURES

4. In a crowd do not rush out, stay calm and encourage others to do the same.
5. Event Organizer authorizes staff to sound the General Alarm once the earthquake has subsided.
6. All staff will report to the Assembly Area.
7. Event Safety Team will walk the property to look for injured persons or potential dangers.
8. Medical Team will all meet at the Infirmary and disburse when and if injuries are reported.
9. Event Organizer is to instruct guests and staff as to the next action to be taken in conjunction with the local authorities.
10. The Camp Ranger should check for the following potential risks:
 - a. Fires or fire hazard.
 - b. Gas Leaks - shut off the main gas valve if a leak is suspected or identified by the odor of gas. Call PG and E and wait for them to check it and turn it back on.
- E. Check on all liquid fuels, gasoline and petroleum products.
 - c. Electrical Wiring - shut off power at the control box if there is any damage to the building's wiring.
 - d. Downed or Damaged Utility Lines - DO NOT touch downed power lines or objects of any kind that may be touching them.
 - e. Downed or Damaged Chimneys - approach chimneys with caution. They may be weakened and could topple during aftershocks. Don't use a damaged chimney. It could start a fire.
 - f. Items in closets and cabinets - beware of items falling off shelves when the doors are opened.
 - g. Telephones - check each one to be sure it is on its receiver. Phones off-the-hook tie up the telephone network unnecessarily.
11. Do not use the telephone except for an emergency. Be prepared for after-shocks.
- F. Most of these are smaller than the main quake, but some may be large enough to do additional damage.
12. When the emergency is over, Event Organizer or Chief of Event Safety is to write a statement describing the incident.

POWER LINE DOWN**EVENT GUESTS and STAFF**

1. Event guests clear area keep others back for power line until and Event Safety Team or other staff members arrive to take over.
2. Witnesses to situation sends runner to advise a staff member of the hazard giving location.

STAFF

1. Call Event Organizer and tell of location of downed power line.
2. Event Organizer calls Camp Ranger and Medical Team to respond to location.

GAS LEAK**EVENT GUESTS and STAFF**

EMERGENCY PROCEDURES

1. Event guests clear area and keep others back for area of gas leak.
2. Witness to situation sends runner to advise a staff member of the leak giving location.

STAFF

1. Call Event Organizer and tell of location of leak.
2. Event Organizer calls Camp Ranger and Medical Team to respond to location.

MISSING PERSON**EVENT GUESTS and STAFF**

1. Notify a staff member with a radio that an individual is missing
2. obtain medical history and mental status.

STAFF

1. Staff receiving a report of a missing person will notify the Event Organizer and Chief of Event Safety.
2. Event Organizer will then notify the Camp Ranger.
3. Staff will conduct a property search via radio and runners to verify that the event guest is really missing.
4. When reasonably sure that the event guest is missing, periodic announcements will be made from the Main Stage PA regarding the missing person.
5. Point of last known contact will be established and camp wide search will begin employing staff and event guests.
6. If it is determined by the Event Organizer or the Chief of Security that outside assistance is merited, then the Sheriff Department will be contacted to the Event Organizer.
7. Medical Team is to obtain the group file on the missing person with his personal information and gather the following data:
 - h. Name, address and age of the person lost
 - i. Physical description
 - j. Emergency contact name, address and phone number
 - k. Occupation and group position, if an adult
 - l. Name of parents and or next of kin and phone numbers
 - m. Names and address of leaders directly involved
 - n. Background information on the event
 - o. Complete details of how the person disappeared, including his last known movement and actions while still with the group
 - p. Note any special circumstance
8. Establish search area. Establish communications, designate routes before initiating search, and establish a reasonable time for teams to report and/or return. Send teams of staff members to search camp property, adjacent areas, and railroad tracks, while emphasizing areas around last known sighting.
- G. All teams to return within one hour. No searches to be conducted at night.
- H. When issue is resolved, Event Organizer or Chief of Event Safety will complete incident reports.

EMERGENCY PROCEDURES



VEHICLE ACCIDENT (in camp/out of camp)

IN-CAMP

EVENT GUESTS

1. Immediately assess accident victims for potential injuries and any existing hazard.
2. Contact any staff member and advise of accident and extent of injuries, if any.

STAFF

1. Call Event Organizer and Chief of Event Safety and tell of location and extent of accident and description of injuries, if any.
2. Event Organizer or Chief of Event Safety calls Medical Team to respond to location.
3. Medical Team to determine if additional support (sheriff, EMS) is necessary.
4. Medical Team determines if it is necessary to transport injured to hospital.
5. If any injuries are incurred, Event Organizer is to call the Camp Ranger.
6. Event Organizer or Chief of Event Safety writes a report as soon as possible.

OUT-OF-CAMP

STAFF

1. Immediately determine if any injuries were incurred. If so, call 911.
2. If accident damage exceeds approximately \$500, call Sheriff or CHP.
3. Provide your driver's license, vehicle registration and insurance card to the other drivers. Obtain the same from the other drivers.
4. Write down name, address, birth date and driver's license number of drivers of all vehicles involved and any witnesses.
5. Write down registration number, model and year of all vehicles involved.
6. Write down policy number and name, address and phone number of insurance company for all vehicles involved.
7. Call Event Organizer to advise of accident.
8. Event Organizer is to call Camp Ranger to advise of the accident.
9. As soon as possible, driver is to write and provide to the Event Organizer a report describing the accident.

ANIMAL/REPTILE ENCOUNTER OR BITE (snake/bear/spider/rodent)

EVENT GUESTS

1. Individual bit by a snake, animal or insect is to identify the type as best he can and find the closest staff person to report injury.

EMERGENCY PROCEDURES



2. If another individual is available, have them stay a safe distance away but continuously observe the snake, animal or insect until staff arrives to capture and relocate. (See Animal/Reptile encounter)
3. Do not harass it or attempt to catch it.

STAFF

1. Staff is to notify the Medical Team who will respond to treat the patient.
2. If EMS is needed, Medical Team is to call the Event Organizer who will call 9-1-1.
3. Staff advises Event Organizer and Chief of Event Safety to call the Camp Ranger and Medical Team to advise of the snake, animal or insect's location.
4. Any available camp staff is to respond to the location and keep observers away until animal is secured or relocated.
5. When emergency is over, Event Organizer Camp Ranger of the incident.
6. Event Organizer and Medical Team are to write a report of the incident.

TREE OR RANCH HAZARD (unstable)

EVENT GUESTS

1. Event guests clear area and keep others back from hazard.
2. Witness sends another to advise a staff member of the hazard and its location.

STAFF

1. Call Event Organizer and Chief of Event Safety and tell of location of hazard.
2. Event Organizer calls Camp Ranger to respond to the location to mitigate the hazard.

SEVERE INJURY (TRAUMA) OR FALL (in water/on land)

EVENT GUESTS

1. Upon discovery of injury or fall, treat life-threatening injuries.
2. Send a witness to nearest staff member. Report injury with details of location and condition of patient.

STAFF

1. Upon notification of injury, notify Medical Team. Describe extent of injury and location.
2. Medical Team is to notify Event Organizer and Chief of Event Safety and respond to scene.
3. Medical Team to treat and advise Event Organizer is outside EMS are required.
4. Medical Team Lead to call EMS.
5. Have Event Safety Team member with radio and flashlight at camp entrance off Masonite Rd to guide EMS responders to other Event Safety Team member (with radio and flashlight) that will guide EMS by foot or SUV into camp to guest in medical need. Staff member to remain at entrance until EMS leaves, in order to guide any backup EMS vehicles.

EMERGENCY PROCEDURES

6. In addition, if an Air Ambulance is required, an Event Safety Team member will be dispatched with a radio and flashlight to the field beyond Overflow Parking 4 to meet the incoming helicopter and guide them back to the location of the patient.
7. When emergency is over, Event Organizer and Medical Team Lead to write a statement describing the incident.

DRUG/MEDICAL INTERACTION**EVENT GUESTS**

1. Upon discovery of drug reaction/illness, review patient ABCs. Obtain information as for a drug overdose or drug reaction.
2. Stay with patient and send another camper to nearest staff member and report incident with details of location and condition of patient.

STAFF

1. Upon notification of drug reaction/illness, notify Medical Team. Describe details and location.
2. Medical Team is to notify Event Organizer and Chief of Event Safety and respond to scene to treat patient.
3. Medical Team to treat and advise Event Organizer of information for EMS.
4. Event Organizer or Medical Team Lead to call EMS.
5. When emergency is over, Event Organizer and Medical Team are to write a statement describing the incident.

BLOOD-BORNE PATHOGEN EXPOSURE**EVENT GUESTS**

1. Upon discovery of bodily fluids, event guest is to send a runner to nearest staff member to report discovery with details of location and suspected type of fluids.
2. Event guests are to keep others away until staff arrives.

STAFF

1. Upon notification of discovery, notify Event Organizer, Chief of Event Safety and Medical Team.
2. Determination is jointly made as to how to contain and dispose of fluids before event guests are allowed back into the area.
3. When emergency is over, Event Organizer and Medical Team are to write a statement describing the incident.

**Redwood Ramble
at
Camp Navarro
2017**

**EVENT SAFETY (SECURITY)
TEAM OPERATING
PROCEDURES**

Revision: January 7, 2016

Event Description

The Redwood Ramble (“RR”) is a family friendly, music-infused campout in the redwood of Camp Navarro produced by Ramble On Productions (the “Event Organizer”)

Venue Description

Venue Name: Camp Navarro (“CN”)

Venue Address: 901 Masonite Industrial Road, Navarro, CA 95463

Security Plan Mission Statement

The safety of event guests and protection of the CN property is our highest concern. Providing a safe, secure, humane environment for people enjoy themselves is of paramount importance. We vigorously enforce a zero tolerance policy for any and all Prohibited Activities and the General Operating Policies at the event, both of which are below. The security team at the Redwood Ramble are referred to as the “Event Safety Team”.

General Operating Policies

Event Safety Team members will:

- Take immediate action when any person or persons are acting in a manner that has or will likely result in harm to or disturbance of event guests or put CN or guest property in jeopardy. Actions to be taken will be directed by the Procedures listed later in this document.
- Enforce of all state and local regulations pertaining to smoking.
- Be watchful for any hazardous or potentially hazardous situation and to immediately notify the Event Organizer and do whatever is reasonably possible mitigate the hazard, or is that is not possible, keep people away from the hazard until it can be formally mitigated.
- Be watchful for any situation that might negatively impact the enjoyment of event guests and report such situations to the Event Organizer.

Event Safety Team

- There will be a minimum of four person security team provided by Praetorian USA, a professional security services firm, onsite and readily available in case any incidents should arise.
- These security professionals will be supplemented by Event Safety volunteers who will assist the security professionals in maintaining a safe and secure environment.
- All Event Safety Team members will be:
 - Knowledgeable of laws and venue policies.

- Knowledgeable of de-escalation techniques described in the Procedures below

Event Safety Personnel Staffing Levels

At a minimum, the Event Safety Team will be staffed at a ratio of 1 team member, per 75 guests.

Event Safety Team Professional Qualifications

Chief of Event Safety

- Lead on conflict resolution and de-escalation.
- Exceptional communication skills.
- Directs all Event Safety Team members activities.
- Conducts pre-event, and post-event briefings with Event Safety Team members.
- Demonstrates excellence in security decisions and conduct in emergency situations.
- Experienced with operating large security details.
- Confirms all security equipment and systems are operational before each event.
- Point of contact with all public emergency personnel

Event Safety Team Members

- Interacts professionally with guest, staff and the public.
- Polite, but firm.
- Maintains situational awareness of guests and property.
- Charged with enforcing laws, event and CN policies and company policies to the extent allowed by the role.

Event Safety Equipment & Systems

- Staff pin/laminate
- 2 way radio
- Wired phone located in alcove off kitchen
- Cellular phone with Skype enabled.
- Public Address System (Stage PA)
- The camp General Alarm (located outside of Infirmary)
- Megaphones (2)
- Flashlights
- Keys (Chief of Event Safety)

Communications

Means of Communication

- Internal communications between Event Safety Team members shall be achieved through face to face verbal and 2-way radios. All radios on same channel, TBD.
- Communications with occupants shall be achieved through face to face verbal, use of

megaphone or stage PA if necessary.

- Communication with government agencies will be conducted via Skype enabled cell phone with pre-programmed emergency numbers or wired phone located in alcove off kitchen. If law enforcement or EMS contacted, it must be approved by Chief of Event Safety or Festival senior staff or Event Organizer.

Identifying and Communicating Issues

- Any illegal activity or breach of event or CN policies will be communicated to the Chief of Event Safety.
- Prior to communicating the activity in question, Event Safety Team members will investigate and confirm an activity is illegal, or against event or CN policies and is occurring.
- The severity of the violation will be assessed.
- Once confirmed and severity of issue assessed, the Event Safety Team members member shall inform the Chief of Event Safety.
- The Chief of Event Safety will implement a solution.
- The Event Organizer shall be informed by the Supervisor of all security incidents.
- Government public safety agencies will be notified as needed.
- In addition to above, the Chief of Event Safety will conduct pre and post-event briefings with the security detail, Event Organizer, and CN management.

Conflict Resolution Techniques

In order to meet the event security mission objectives, security personnel shall monitor and control for physical and verbal abuse, or damage to property. Conflict resolution and de-escalation techniques are the first means for controlling these behaviors.

Techniques

- Most conflicts are preceded by an escalation. By not participating and contributing to the escalation, conflicts may often be avoided.
- If a person is shouting, or speaking in a raised voice, the staff member shall speak softly to bring them down.
- If a person is speaking rapidly, the staff member shall speak slowly to bring them down.
- Keep at arms length when engaging a person in a conflict. Moving close to a person in a conflict will escalate the situation.
- Keep arms by sides, or behind ones back, or hands in pockets. Avoid body language that communications aggression such as clenched fists, or crossed arms.

Procedures

Procedures – 3 Strike Warning System

Generally, a three strike method of increased warnings will be employed for dealing with inappropriate behaviors. Some behaviors will warrant instant ejection from the event, or other actions. See below section titled Serious Altercations for a description of these procedures. The three strike warning actions are:

1. Gentle, but firm verbal warning that the behavior is not allowed.
2. If behavior persists, a second warning will be issued with a threat of ejection from the event. This will be communicated in a professional, but firm tone.
3. If behavior persists after two warnings, the guest will be ejected. At time of ejection, the guest will have their event wristband remove, be photographed and banned from the event. Note that this might require collection of the persons personal effects from the camping area.
4. If guest will not leave property after multiple attempts or becomes physically abusive or threatening to staff, local sheriff/law enforcement will be contacted, while staff “shadows” or monitors said guest at safe distance.

Procedure – Intoxicated Guest

- Venue concessions staff will not serve intoxicated guests.
- Should a guest be identified as overly intoxicated and not in control of themselves, security personnel shall intervene.
- If a guard believes a guest to be overly intoxicated, they will radio the Chief of Event Safety who will verify the guard’s assessment of the guest.
- Once security has made contact with an overly intoxicated person, they shall not leave said person unattended either inside, or outside the venue.
- Security will attempt to locate friends, or companions of the intoxicated person and request they escort the intoxicated person home.
- If no companions are able to be located, and assuming the guest is ambulatory, security will escort them to a medical holding area where they will be assessed by an EMT.
- If the guest is not ambulatory, EMTs will be summoned and the guest will be transported to the medical holding area. guests in this state will be laid down on their side to prevent possible airway constriction. Staff member will be present at entrance on Masonite Rd to guide EMTs and stay in that position until guest leaves property with EMTs. Another security staff will guide EMT across camp if necessary to get to guest that need medical attention.
- If guest is in need of Life Flight transport to hospital, the helicopter will land in parking lot behind greenhouse on Masonite Rd. This lot is approximately 200yds up the road from Camp Navarro. Staff with flashlight will direct EMS personnel to parking lot, and have security staff on site by landing area in parking lot to assist EMS in crowd and traffic control if necessary.
- Under no circumstances will security escort an intoxicated person to their car.

- If no friends, or companions are able to be located, a taxi cab will be summoned. Prior to departure via taxi cab, security shall notate all necessary information regarding the guest and taxi driver, inclusive of photographing the guest's ID, the taxi cab driver's taxi license and license plate.

Procedure – Guest Suspected to be on Drugs

- Procedure will be similar to intoxicated guest
- Separate intoxicated guest from group and calmly assess one on one. Remind guest to calm down their behavior and give verbal warning to guest.
- If guest looks to have ingested "too much", on site medical staff will be summoned to evaluate guest.
- If on site medical staff recommend additional medical treatment, local EMS will be contacted, and staff will stay with guest until EMS evaluates guest and leaves site.
- Name of guest and incident will be documented in an Incident Report.

Procedure – Altercation Between Guests

- Altercations between guests will immediately intercepted by security.
- When intervening in an altercation, at least two staff members will do so. A team response will be employed.
- Security shall separate the parties in conflict with as little physical contact as possible. No strikes, or blows are permitted, but holding and grappling techniques may be used if absolutely necessary.
- Individuals in conflict that have been separated will be escorted from the area using different paths. To the extent possible and allowed by law, security will attempt to delay the exit of one of the two parties, in an effort to avoid a resurgence of the conflict.
- If it is determined that the guest need to be ejected from the event then:
 - The first guest to be ejected will be monitored by security. Once this guest has left the vicinity they will radio that the second guest may be ejected.
 - The ejected guests will have their wristbands removed and be photographed prior to ejection and banned from the event.

Procedure – Serious Altercation between Guests

- A Serious Altercation is defined as one that the Chief of Event Safety believes cannot be safely handled by in-house security and requires intervention by local sheriff, or other public safety agencies.
- The Chief of Event Safety has the authority initiate Serious Altercation procedures.
- The Chief of Event Safety will alert all Event Safety Team members, the Event Organizer and CN Management to the situation.
- Event Organizer will notify non-Event Safety Team members working the event as needed.
- The Chief of Event Safety will assign roamers to monitor the situation, and identify

those involved in the altercation, and those witnessing the altercation.

- The Chief of Event Safety will additionally dispatch a roamer to meet local authorities at the main entry and escort them to the location of the altercation.
- Another staff will stay at camp entrance on Masonite Rd. to direct any law enforcement to incident area. They need to have radio and flashlight to guide any arriving EMS or law enforcement. They will stage at that position until EMS or Law Enforcement leave property.
- The time of call to local authorities and their arrival time will be noted in the Incident Report that would follow a serious altercation.
- Once responding public safety agencies have arrived, the Chief of Event Safety will shadow the responding personnel.
- Once the responding agency has said the venue is safe and that all necessary witnesses contacted, the Chief of Event Safety will shadow the responding personnel and any detained persons as the exit the venue.
- Following a serious altercation, the Chief of Event Safety will submit to Event Organizer an incident report.
- **Procedure Domestic Dispute-refer to above to dispute among guests.** Notify Chief of Safety or Senior Staff if situation escalates.

Procedure – Injury

- Any guest found by security to be injured, or unconscious, will immediately be reported to the Medical Team.
- Security shall assist the Medical Team by conducting crowd control and clearing the immediate area of guests so the Medical Team may work unfettered.
- Security will assist the Medical Team by clearing the way through a crowd for the transportation of the injured from the premises.
- Safety Staff member with radio and flashlight will remain at staging area by main lodge to direct EMS. If EMS needs to enter camp they will be escorted by another safety staff member with radio.
- LifeFlight staging area, if necessary is near overflow parking lot, behind greenhouse on Masonite Rd.
- **Please refer to the Redwood Ramble Emergency Plan for more details on Medical Emergencies.**

Procedure – Flood, Fire or any other Event Potentially Requiring Evacuation

- **Please refer to the Redwood Ramble Emergency Plan**

CONTACT NUMBERS

FIRE:

Anderson Valley Fire Department(medical emergencies or structure fires):
(707)895-2020 or 911; Chief-Andres Avala

CDF Boonville(Wildland fire, i.e. trees or grass fire) (707)895-3233 or 911; Chief Patrick O'Donahue

SHERIFF:

Mendocino Co Sherriff-Ukiah (707) 463-4411

Fort Bragg Substation (707) 964-6308

Resolution Number _____

County of Mendocino
Ukiah, California
December 14, 2017

U_2017-0003 CAMP NAVARRO STEWARDS LLC

RESOLUTION OF THE ZONING ADMINISTRATOR, COUNTY OF MENDOCINO, STATE OF CALIFORNIA, ADOPTING A CLASS 23 CATEGORICAL EXEMPTION AND GRANTING A MINOR USE PERMIT FOR TEMPORARY USE OF A PROPERTY FOR A 4 DAY MUSIC EVENT DURING JUNE OR JULY ON AN ANNUAL BASIS FROM 2018 TO 2026.

WHEREAS, the applicant, Ramble On Productions and Camp Navarro Stewards LLC, filed an application for a minor use permit with the Mendocino County Department of Planning and Building Services to authorize the temporary use of Camp Navarro for an event known as "The Redwood Ramble" during 4 days and 3 nights in June or July of the years 2018 through 2026, in Navarro, 1.5± miles northwest of Town Center, adjacent to the eastside of Masonite Industrial Rd (private road), 0.8± mile north of its intersection with Hwy 128, located at 17525 Masonite Industrial Rd., Navarro (APNs: 026-010-23 & 24) – General Plan FL160; Zoning TP 160/FP; Supervisorial District 5; (the "Project"); and

WHEREAS, the Secretary for Resources has found that certain classes of projects have been determined not to have a significant effect on the environment and are therefore exempt from the requirement for the preparation of environmental documents, and the Project was determined to meet the criteria for a Categorical Exemption from the California Environmental Quality Act (CEQA) under Class 23; and

WHEREAS, in accordance with applicable provisions of law, the Zoning Administrator held a public hearing on, December 14, 2017, at which time the Zoning Administrator heard and received all relevant testimony and evidence presented orally or in writing regarding the Categorical Exemption and the Project. All interested persons were given an opportunity to hear and be heard regarding the Categorical Exemption and the Project; and

WHEREAS, the Zoning Administrator has had an opportunity to review this Resolution and finds that it accurately sets for the intentions of the Zoning Administrator regarding the Categorical Exemption and the Project.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator makes the following findings;

1. **General Plan Findings:** The subject property is classified mostly Forestland (FL 160) and Rangeland (RL 160) under the General Plan. The type and intensity of the events to take place at the property is consistent with the General Plan.
2. **Zoning Findings:** The subject property is zoned mostly Timberland Production (TP 160) and partially Rangeland (RL 160). The project is consistent with both TPZ Timberland Production Zoning District provisions of Chapter 20.068 and Rangeland District provisions of Chapter 20.060 of the County Code.
3. **Project Findings:** The Zoning Administrator approves #U 2017-0003 subject to the conditions of approval recommended by staff, and further finding:

- A. That adequate utilities, access roads, drainage, and other necessary facilities have been or are being provided.

The site is developed with multiple cabins, camping areas, and utility buildings for which requisite services such as bathrooms and potable water are provided. The applicant has made arrangements with sanitary and water trucking services to provide enough portable restrooms and washing stations for the duration of the event, and to keep the septic and water tanks at a normal capacity. The site gains access from Masonite Industrial Rd (private road) which connects to Highway 128. The future events are to make use of the same traffic and transportation pattern as it has done for the same event in the past.

- B. That the proposed use will not constitute a nuisance or be detrimental to the health, safety, peace, morals, comfort, or general welfare of persons residing or working in or passing through the neighborhood of such proposed use, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the county.

The project would authorize the use of the Camp as a venue for temporary music event and camping. The property has been used for the same event at a 25-50% lower capacity than is now proposed, and there have been no issues of any kind in the previous events. The project, however; has the potential to generate noise nuisance to off-site residences. Condition #27 will help ensure noise compatibility with surrounding land uses by keeping noise impacts at a minimum. The project is subject to applicable noise standards identified in Policy DE-100 of the County General Plan.

Provided the applicant adheres to the conditions placed on this permit, staff does not anticipate any issues from the project that would constitute a nuisance or be detrimental to the health, safety, peace, morals, comfort or general welfare of persons residing or working in or passing through the neighborhood of such proposed use, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the county.

- C. That such use preserves the integrity of the zoning district.

The property is split zoned TP and RL. The Minor Use Permit is being processed under Entertainment Events or Religious Assembly as regulated by Mendocino County Code Section 20.168.020. An entertainment event an attendance of over one thousand (1,000) persons is subject to a minor use permit, and is permitted on any parcel other than R-1 and R-2; therefore the project is consistent with the property zonings. The project is intended to make use of the structures of the property that have been utilized for the same event in the past, and there is no further development proposed; thereby preserving the integrity of the zone district.

BE IT FURTHER RESOLVED that the Zoning Administrator hereby adopts the Section 15323 Categorical Exemption and the Conditions of Approval. The Zoning Administrator certifies that the Class 23 Categorical Exemption has been completed, reviewed, and considered, together with the comments received during the public review process, in compliance with CEQA and State and County CEQA Guidelines, and finds that the exemption reflects the independent judgment and analysis of the Zoning Administrator.

BE IT FURTHER RESOLVED that the Zoning Administrator hereby grants the requested Minor Use Permit, subject to the Conditions of Approval in Exhibit "A", attached hereto.

BE IT FURTHER RESOLVED that the Zoning Administrator designates the Secretary as the custodian of the document and other material which constitutes the record of proceedings upon which the Zoning Administrator decision herein is based. These documents may be found at the office of the County of Mendocino Planning and Building Services, 860 North Bush Street, Ukiah, CA 95482.

BE IT FURTHER RESOLVED that the Zoning Administrator action shall be final on the 11th day after the date of the Resolution unless an appeal is taken.

I hereby certify that according to the Provisions of Government Code Section 25103 delivery of this document has been made.

ATTEST: VICTORIA DAVIS
 Commission Services Supervisor

By:_____

BY: IGNACIO GONZALEZ
 Interim Director

EXHIBIT A
CONDITIONS OF APPROVAL
U_2017-0003

Minor Use Permit to authorize the temporary use of Camp Navarro for an event known as "The Redwood Ramble" during 4 days and 3 nights in June or July of the years 2018 through 2026. Event will include camping, music, activities and provisions for food and vending booths. The total of attendees, including staff, artists and vendors would be up to 1,250 in 2018, and up to 1,500 thereafter.

APPROVED PROJECT DESCRIPTION: Minor Use Permit to authorize the temporary use of Camp Navarro for an event known as "The Redwood Ramble" during 4 days and 3 nights in June or July of the years 2018 through 2026. Event will include camping, music, activities and provisions for food and vending booths. The total of attendees, including staff, artists and vendors would be up to 1,250 in 2018, and up to 1,500 thereafter.

Amplified music is to be played only between the hours of 2 PM and 10 PM on Thursday, between 11 AM and 10 PM on both Friday and Saturday, and 10 AM to 5 PM on Sunday. Sufficient on-site parking will be provided within designated areas as identified on the event Aerial Map provided by the applicant (attached). Water is provided from an on-site well and water distribution system that runs throughout the property. Portable toilets, hand washing stations and showers will be provided and kept clean.

The applicant will adhere to the Operations Plan (attached) provided for the event; which includes details addressing security, medical, fire safety, traffic and parking.

CONDITIONS OF APPROVAL:

General

1. This permit shall become effective after all applicable appeal periods have been expired or appeal processes exhausted. Failure of the permittee to make use of this permit within (one/two) years or failure to comply with payment of any fees within specified time periods shall result in the automatic expiration of this permit.
2. In the event that the use of the facility should cease operation for a period exceeding one (1) year or more, the use shall be deemed invalid and a new use permit will be required for the operation as approved by U_2017-0003.
3. **The granting of this permit shall be valid for a period of nine (9) years. This permit shall expire on December 14, 2026.** The applicant has sole responsibility for renewing this permit before the expiration date listed above. The County will not provide a notice prior to the expiration date.
4. The use and occupancy of the premises shall be established and maintained in conformance with the provisions of Title 20 of the Mendocino County Code unless modified by conditions of the use permit.
5. The application along with supplemental exhibits and related materials shall be considered elements of this entitlement and compliance therewith shall be mandatory, unless a modification has been approved.

6. This permit is issued without a legal determination having been made upon the number, size or shape of parcels encompassed within the permit described boundaries. Should, at any time, a legal determination be made that the number, size, or shape of parcels within the permit described boundaries are different than that which is legally required by this permit, this permit shall become null and void.
7. This permit shall be subject to revocation or modification by the Zoning Administrator upon a finding of any one (1) or more of the following grounds:
 - a) That such permit was obtained or extended by fraud.
 - b) That one or more of the conditions upon which such permit was granted have been violated.
 - c) That the use for which the permit was granted is so conducted as to be detrimental to the public health, welfare, or safety, or as to be a nuisance.
 - d) Any such revocation shall proceed as specified in Title 20 of the Mendocino County Code.
8. This permit shall be subject to the securing of all necessary permits for the proposed development and eventual use from County, State and Federal agencies having jurisdiction. Any requirements imposed by an agency having jurisdiction shall be considered a condition of this permit.
9. The term of the entitlement shall be limited to the years 2018 through 2026, without exceeding the 4 days per year for the Redwood Ramble event, and any subsequent events.
10. The total attendance for the 2018 event shall be limited to 1,250 people per day, including staff both paid and unpaid.
11. The total attendance for the events happening from 2019 through 2026 shall be limited to 1,500 people per day, including staff both paid and unpaid.
12. In the scenario the event must be canceled; the applicant shall develop and submit an acceptable short notice cancellation protocol for the event to the Department of Planning and Building Services. The protocol shall be submitted at least 14 days prior to the event originally scheduled for that year, and shall be subject to the review and approval of the Zoning Administrator.
- 13. The applicant and owner are advised to apply for any renewal or modification of this event well in advance of any event date (greater than 6 months). Failure to comply with any measure contained within these conditions of approval may jeopardize future event requests.**
14. Any responsible public agency personnel may contact the applicant and arrange a pre-event inspection of the project site to assess compliance with the terms and conditions of required permits.
 - a) Each year, prior to the event, the applicant shall be responsible for contacting, and if warranted, organizing a "walk through" inspection of the site by law enforcement, fire agencies, other emergency response personnel, to assess compliance with the terms and conditions of required permits and provisions for emergency response. Such contacts shall be at a minimum of 30 days prior to the event and the walk through, if warranted, shall be within one week of the event.
 - b) Within 30 days following the annual event, the Department of Planning and Building Services shall inspect the project site to assess immediate impacts (e.g., litter, erosion, and other impacts to the subject and surrounding properties) that the event may have directly caused. An inspection fee shall be collected from the applicant/operator for each inspection performed by the Department of Planning and Building Services.

- c) Each year, following the event, any agency outlined in "a" above may contact the Department of Planning and Building Services to request a meeting to assess the previous event and to make any adjustment to the terms or conditions of the permit, or the project, as may be necessary to provide for a safer operation. If in the opinion of the Director of Planning and Building Services an issue arises that would significantly modify any term or condition of this Permit, or if in the opinion of any of the reviewing agencies a significant issue has developed that causes any un-resolvable concern, a new public hearing shall be scheduled at the applicant's expense under the revocation/ modification procedures of the zoning ordinance. The applicants shall pay any extraordinary costs related to these agencies for these inspections. A report of the result of these inspections shall be prepared as may be determined by the Director of Planning and Building Services.
- 15. Each year, within 15 days after the event's conclusion date; the applicant shall prepare a post-event report documenting count of attendees/campers for the event plus any medical, security, parking, traffic circulation, water, or other issues that may have arisen during the event and submit that report to Planning and Building Services.
- 16. The applicant shall coordinate a post-event inspection and meeting with all emergency service providers to consider future modifications to emergency response plans, event logistics, and other issues related to inter-agency coordination and event design.
- 17. No permanent improvements shall be installed to accommodate the event.
- 18. No permanent signs advertising the site or event are authorized by this permit.

Aesthetics

- 19. Outdoor lighting shall be directed and shielded to prohibit light from being cast beyond the property boundaries. Lighting shall be turned off or focused on very specific areas (e.g., bathrooms, medical station, and stage) between sunset and sunrise so as to avoid any impact to off-site residences.

Air Quality

- 20. The unpaved access roads and interior circulation routes shall be maintained in such a manner as to ensure minimum dust generation and shall be subject to pertinent Air Quality Management District (AQMD) regulations.
- 21. Diesel powered generators are required to be registered with the State of California PERP program, or to acquire a permit for through the AQMD. Additionally, any stationary on-site internal combustion engines over 50 horsepower (i.e. larger power generators or pumps) may require a permit from the AQMD, depending on fuel source and level of operation. Rental equipment may require notification to District. The applicant/owner shall contact the District to determine whether it's necessary to obtain a permit.

Biological Resources

- 22. Event staff will inspect vehicles at arrival for leaking fluids, take appropriate steps for dealing with problem vehicles, monitor the parking areas during the event, and provide any required clean up during and after the yearly event.
- 23. No material shall be placed into or where it may pass into any stream or watercourse in quantities that would be deleterious to fish, wildlife, or other beneficial uses. Attendees are prohibited from using soap in the river. Applicants shall make effort to discourage direct human impacts to water quality.

24. The project site shall be cleaned of all litter within one week following the annual event and the site shall be restored to pre-event conditions.

Cultural Resources

25. In the event that archaeological resources are encountered during normal operation activities at the site, work in the immediate vicinity of the find shall be halted until all requirements of Chapter 22.12 of the Mendocino County Code relating to archaeological discoveries have been satisfied.

Hydrology/Water Quality

26. The applicant shall demonstrate to the Mendocino County Department of Environmental Health (MCDoEH) that adequate water, sanitation and solid waste facilities will be provided as determined by MCDoEH, including, but not limited to:
- a) Submit, to MCDoEH, a Community Event Permit Application to include list of vendors at least forty five (45) days before the event on an annual basis. This will allow the necessary Statement of Adequacy from MCDoEH to be forwarded to the County's Tax Collector office in a timely manner.
 - b) Submit a water test showing that all potable water is free of coliforms.
 - c) Provide for at least one (1) toilet for every one hundred (100) people. Hand wash pedestals shall be located adjacent to the portable toilets.
 - d) Provide at least one (1) hand wash pedestal for every four (4) portable toilets.
 - e) Provide for at least one (1) 32-gallon trash container for every fifty (50) people.
 - f) Prohibit the use of food and beverage packaging made from polystyrene foam, or Styrofoam; since these materials are strictly prohibited throughout Mendocino County. Food and beverages shall not be distributed by any means in disposable food service ware that contains polystyrene foam.
 - g) Place portable toilets and trash cans throughout the event site and campground, in locations that are convenient to attendees.
 - h) Remove all garbage from the campground on a daily basis.

Noise

27. Amplification for music or speakers shall only be permitted between the hours of 10 AM and 10 PM. Amplified speakers shall be directed away from neighboring residences.

Public Services

28. The perimeter of the site shall be clearly identified, and shall be posted in a clear fashion to limit access beyond the approved event, camping, and parking area sites.
29. The applicant/producer shall pay all reasonable costs incurred by the uniformed officers of the Mendocino County Sheriff's Office, California Highway Patrol, any responsible fire agency or other designated emergency service personnel for responding to any service call(s) stemming directly from the events. This shall not include normal patrol duties otherwise warranted in the area. Financial responsibilities shall be based on costs directly related to services provided within their service area

and shall be proportional to services rendered, provided the applicant and any emergency service agency negotiate in good faith.

30. The applicant shall submit to the Mendocino County Sheriff's Office proof of adequate security personnel. This proof shall be a contract or agreement with a licensed security agency to provide enough security for protection of the participants of this event. The Sheriff's Office and California Highway Patrol shall be furnished with the identity of security personnel in case law enforcement services are needed within the perimeter of the events.
31. Twenty-four hour per day security shall be provided on-site for the protection and service to attendees and neighboring property owners. Every attempt shall be made to limit encroachment/ trespassing onto neighboring properties. Adequate security shall be in place Thursday before the event is opened to the attendees and Sunday after event until all attendees have left the premises.
32. The applicant shall develop an acceptable emergency plan in conjunction with emergency providers to include fire, medical, law enforcement, and evacuation procedures. The plan shall contain checklists and telephone numbers for use by security and safety personnel. The plan shall include language to activate 911 system to start early fast response to an emergency scene during the event should a patient have injury or illness that is determined to be life threatening. The plan shall be submitted for review and approval to the Mendocino Emergency Services Authority at least 14 days prior to the event. A copy of the emergency plan shall be provided to the Department of Planning and Building Services.
33. The event producers shall provide to emergency response personnel, at least 14 days prior to the event, the identity of the on-site person(s) primarily responsible for the gathering, in the event of an emergency. Security staff shall be clearly identified by distinctive clothing (e.g., T-shirts) as approved by the Sheriff's Office.
34. At least seven days prior to the event, the applicant shall provide Planning and Building Services with written confirmation from the Anderson Valley Fire Department that they have clearance from their Department to proceed with the annual event.

Transportation and Traffic

35. The applicant shall use appropriate management techniques to ensure that the total number of individuals attending, including staff, artists, vendors and guests, is limited to a number of vehicles and individuals that will not exceed that for which infrastructure can reasonably support in a safe manner.
36. Should the area reach capacity, as determined by the operator or any qualified emergency personnel, the applicant/producer shall provide advance signage at locations approved under an encroachment permit issued by Caltrans and/or the County Department of Transportation, to advise traveling motorists of this status (e.g., "Campground Full" sign) at appropriate locations as determined through the encroachment permit process.
37. The applicant shall discourage early arrivals by prohibiting the line-up of cars before gates open at the given time of the first day of the event each year. PUBLIC CAMPING IS PROHIBITED BEFORE THE EVENT. The above information shall be posted on the event website to discourage early arrivals. Adequate security shall remain on-site following the event to ensure that attendees vacate the site in a timely and orderly manner by an hour after the event's ending time.
38. Prior to commencing the event, the applicant shall secure an encroachment permit from the California Department of Transportation for any encroachments onto State Highway 128 right-of-way.

39. The applicant shall comply with the traffic plan prepared for the event or other alternatives as approved by the Department of Planning and Building Services.
40. No facilities shall be placed, or work performed, within the Mendocino County road right-of-way without specific approval and issuance of an encroachment permit prior to commencing the event, from the Mendocino County Department of Transportation.
41. The temporary campground shall close by an hour following the event's ending time each year. Every effort shall be made to ensure attendees leave the site in a timely fashion.