



PLACER COUNTY PLANNING SERVICES DIVISION

Reserved for Date Stamp

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Auburn, CA 95603
530-745-3000/FAX 530-745-3080
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775 N. Lake Blvd./P. O. Box 1909
Tahoe City CA 96145
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TEMPORARY OUTDOOR EVENT QUESTIONNAIRE

—Office Use Only—

Receipt No. _____ Zoning _____ Date Received: _____
Filing Fee _____ File # _____

Application must be filed 60 days prior to the proposed event. The application must be accompanied by a written discussion of the items listed in "Attachment A" (see attached). Submit completed application, appropriate application fee, and supplemental information to the Planning Division.

FOR AGRICULTURAL-RELATED EVENTS ONLY: Once the Temporary Outdoor Event (TOE) application has been completed, it should be taken to the Agricultural Commissioner's office for their review/signature. Afterwards, the application can be submitted to the Planning Division with the required information (Attachment A).

Agricultural Commissioner Verification of Fee Exempt Agricultural Promotional Event

The Agricultural Commissioner has determined that the proposed Temporary Event is for the purpose of promoting agriculture or is related to agricultural operations in the County. Pursuant to County Code Section 2.116.050(D), the proposed event qualifies for a permit "fee waiver" for this application.

Placer County Agriculture Commissioner

Date

TO BE COMPLETED BY THE APPLICANT

(Attachment A describes the information to be provided for this application)

- Name of Event: _____
- Property Owner: _____
Mailing Address: _____ Telephone Number: _____
Email Address: _____
- Applicant: _____
Mailing Address: _____ Telephone Number: _____
Email Address: _____

A scaled site plan (folded to 8½"x11") showing location and Assessor's Parcel Number(s) of the premises where the Temporary Outdoor Event is proposed to be conducted. Indicate existing buildings on the site, and show all lands to be used for parking or other uses incidental to the outdoor activity. The applicant shall submit proof of ownership of said premises or written consent of all owners thereof for the proposed use.

- Assessor's Parcel Number(s): _____ Parcel Size(s): _____
- Location and date of event: _____
- Description of event: _____

- Hours during which event are to be held (example: noon to 6:00pm): _____
- Describe existing uses and facilities onsite (buildings, wells, septic systems, parking, etc.) _____

9. Total number of people expected to attend each day _____
10. Will alcoholic beverages be sold, served or consumed? yes no
If yes, please note the event will require proper licensure through the Department of Alcohol Beverage Control and local law enforcement.
11. Maximum number of people expected at any given time _____
If 50 or more people are attending this event, please answer the below questions.

GRADING

12. Will there be any site grading or gravel, soil, etc. imported to or exported from the site related to the event? yes no
If yes, how many cubic yards of material will be imported? _____
How many cubic yards of material will be exported? _____
Describe material sources or disposal sites, transport methods and haul routes: _____

PARKING/TRAFFIC

13. Describe the parking accommodations for event participants _____
14. Does the proposed event front on a County road or State Highway? yes no
If yes, what is the name of the road? _____
If no, what is the name of the private access road and nearest cross-street? _____
15. Will any non-auto traffic, not related to construction activities, result from the event (i.e. buses)? yes no
If yes, describe type and volume _____
16. Will any form of transit be used for traffic to/from the event site? yes no
If yes, show proposed transit stop locations on site plan.
17. What are the expected peak hours of traffic to be caused by the event? _____
18. Provide a site plan that demonstrates two unobstructed vehicle access points, each a minimum of 18 feet wide, from the event site to a publicly maintained road.
19. Is on- or off-site traffic control proposed? If so, please describe: _____

ENVIRONMENTAL HEALTH

20. Are spectators or participants remaining overnight? yes no If yes, what are the arrangements? _____
21. What types of solid waste (garbage) will be produced during the event? _____
How much? _____ How will it be disposed of? _____
22. What is proposed for providing drinking water to the public? _____
23. Are food facilities associated with the event? If so, please describe: _____
24. What is proposed for toilet facilities at the event? _____

FIRE/SAFETY

25. How distant are the nearest fire protection facilities? _____
26. What is the nearest emergency source of water for fire protection purposes? Describe the source and location: _____

NOISE

27. Will you have live music at the event? yes no (NOTE: Music must comply with Article 9.36 of the Placer County Code)
Will the music be amplified? yes no Will the music be indoors or outside? _____
During what hours will the music occur? _____
Will there be any other amplification of sound? yes no If yes, explain: _____

What is the expected noise levels at the nearest residential and/or property lines? _____

AIR POLLUTION

28. Is any stationary equipment classified as 50 horsepower or greater being used for event? yes no

If yes, contact the Air Pollution Control District at 530-745-2330, located at 110 Maple Street, Auburn, CA 95603.

SECURITY

29. What is proposed for security at the event? _____

I declare under penalty of perjury that the foregoing statements are true and correct.

Signature of Property Owner

Date

-----FOR DIVISION USE ONLY-----

Copy of application package routed to the following departments/agencies for comment. Comments due: _____

Building Services	_____	Emergency Services	_____	CDF	_____
Fire District (Local)	_____	Environmental Health	_____	Parks	_____
Planning Services	_____	Public Works	_____	Sheriff	_____
Engineering & Surveying	_____	California Highway Patrol	_____		

EVENT IS EXEMPT FROM PERMIT REQUIREMENTS: _____

PLANNING DIRECTOR ACTION: APPROVED _____ DENIED _____

APPROVAL SUBJECT TO ATTACHED CONDITIONS: YES _____ NO _____

Attachment A

APPLICATION FOR PERMIT AND FEE

1. It shall be unlawful for any individual, partnership or corporation to operate, maintain, conduct, advertise, sell or furnish tickets or other types of written authority for admission to a Temporary Outdoor Event (not more than three consecutive days, and not more than two times in one location in a given calendar year) in the unincorporated area of the County unless first obtaining a permit from Placer County to operate or conduct such an event.
2. Application for a permit to conduct a single Temporary Outdoor Event as defined herein shall be made in writing to the Planning Services Division on an application form prescribed by them. Applications for other or more frequent events shall be subject to the permit requirements of the Placer County Zoning Ordinance.
3. Applications submitted to the Planning Services Division for a permit under this section shall be accompanied by a non-refundable application fee (see #4 below) and shall contain the following information:
 - (a) The name, mailing address, and telephone number of the applicant(s).
 - (b) A scaled site plan (folded to 8½"x11") showing the location and Assessor's Parcel Number(s) of the premises where the Temporary Outdoor Event is proposed to be conducted, indicate all existing buildings on the site, and show all lands to be used for parking or other uses incidental to the outdoor activity. The applicant shall submit proof of ownership of said premises or written consent of all owners thereof for the proposed use.
 - (c) The date and the hours during which the event is to be conducted.
 - (d) An estimate of the maximum number of spectators, participants and other persons expected to attend the event for each day it is conducted.
 - (e) A detailed explanation of the applicant's program and plans to provide security protection (including that necessary to prevent trespass), water supply, food supply, sanitation facilities, medical facilities and services, fire protection, vehicle parking space, vehicle access and on-site traffic control; and if it is proposed or expected that spectators or participants will remain at night or overnight, the arrangements for illuminating the premises and for camping or similar facilities; applicant's plans to provide for numbers of spectators in excess of the estimate, and provisions for cleanup of the premises and removal of rubbish after the event has concluded. A detailed explanation of the applicant's plan for policing the activity with particular emphasis on the control of alcohol consumption and prevention of drug use.
 - (f) Expected noise levels at the nearest residential and/or property lines.
4. Pursuant to Section 2.116.050(D) of the County Code, "Fee waivers and variances" - *The fee for a Temporary Outdoor Event permit application may be waived for temporary agricultural events by the Community Development Resources Agency (CDRA) Director or designee if:*
 - (a) The CDRA Director or designee determines that the TOE application is consistent with General Plan Agricultural and Forestry Resources Policies 7.C.1, 7.C.2, 7.C.3, and 7.C.6.
 - (b) The Agricultural Commissioner determines that the proposed Temporary Event is for the purpose of promoting agriculture or is related to agricultural operations in the County, and signs the "fee waiver" section of the permit application.
 - (c) The CDRA Director or designee determines that the Temporary Event application and proposed event complies with all provisions of Chapter 17, Article 17.56, Section 17.56.300(B). (Ord. 5673-B)

General Temporary Outdoor Event Permit Requirements:

1. Adequate portable toilet facilities shall be provided at each site. Portable toilets shall be located a minimum of 100 feet from any well.
2. There shall be no parking over septic system leach fields and the 100% repair areas at each site.
3. Adequate receptacles shall be available for solid waste (garbage) collection at each site. Waste shall be removed to a sanitary landfill in a timely manner.
4. Public shall be allowed access to only bottled water for drinking. Any existing well(s) shall not be utilized to provide drinking water to the public.
5. Applicant must contact the Consumer Protection Division of Placer County Environmental Health Services to determine permit and fee requirements for any temporary food facilities associated with the event.
6. Applicant must contact the Placer County Air Pollution Control District to determine permit and fee requirements for any stationary equipment which is classified as 50 horsepower or greater.
7. No "on street" parking. Patrons shall not be permitted to park on public rights-of-way or on private road easements without the express written permission of the parties that have rights to those easements.
8. All parking shall be in an open area with a slope of ten (10) percent or less, and free of combustible vegetation.
9. All access ways, as depicted on the approved site plans, shall be kept free and clear throughout the event.
10. Traffic control measures shall be implemented that prevent queuing onto public rights-of-way.
11. All food and craft concessions are required to have at least one fire extinguisher.
 - Concessions conducting grease-emitting cooking (frying, broiling, etc.) shall provide a minimum Class K fire extinguisher.
 - Concessions which contain only normal combustibles (wood, paper, clothing, etc.) shall provide either a 2A-10BC extinguisher, or a 2.5 gallon pressurized water extinguisher.
 - The maximum travel distance within a concession to a fire extinguisher shall not exceed 30 feet.
12. All chemicals, LPG (propane) portable tanks, regulators, and fuel piping shall be suitably protected and stored away from vehicle and pedestrian traffic.
13. All extension cords shall be listed for exterior use, and have rated capacity at or above the rating of the appliance it serves.
14. Electrical wiring, devices, appliances, and other equipment which are modified or damaged and constitute an electrical shock or fire hazard shall not be used.
15. Concession stands utilized for cooking shall have a minimum of 10 feet of clearance on two sides.
16. Tent and temporary membrane structures in excess of 200 square feet, and canopies in excess of 400 square feet, shall have all sidewalls, drops, and tops constructed of a flame-retardant material, and shall either be approved by the state Fire Marshall's office or the applicant shall provide certification of flame-proofing.
17. Tent and canopy supports and ropes shall be clearly visible and protected from vehicle and pedestrian traffic.
18. Agricultural outbuildings may not be used for any agricultural event unless they meet Fire and Uniform Building Code standards.
19. Floor coverings, including sawdust and straw, shall be treated with a flame retardant in an approved manner.
20. Heating and cooking equipment shall not be located within 10 feet of exits, aisles, passageways, or combustible materials.
21. Smoking, open flames, and hot objects shall not be permitted in or adjacent to tents, canopies, and temporary membrane structures or areas where hay, straw, sawdust, or any combustible materials are stored or used.
22. Access roads shall be maintained so that no area of the event is greater than 150 feet (foot travel) from fire department vehicle access.
23. A minimum of two unobstructed vehicle access points shall be provided, each a minimum of 18 feet wide, from the event site to a publicly maintained road.
24. Applicant must provide a turnaround for all dead-ends in fire access roads exceeding 150 feet in length.