

Outdoor Festival Ordinance Requirements:

Name of Festival: **Enchanted Forest Festival**

1.) Dates and hours of operation (MCC 6.16.040(C))

July 21-July 24, 2016

Hours:

Thursday, July 21 from 10am to 10pm. Friday and Saturday, July 22 & 23 from 10am to 2am and Sunday, July 24 from 10am to midnight.

2.) How many people will attend? (MCC 6.16.040(D))

Varies per day but an estimated 2000 to 3000 attendees including staff and performers.

3.) Sponsor of festival:

☐ Non-profit:

☒ Partnership:

Jeremy Mayberry 17700 Ocean Drive, Fort Bragg, CA 95437

Surya Anderson 30000 Robin Road, Fort Bragg, CA 95437

☐ Corporation:

☐ Application signed by the President and attested to by the Secretary

☐ Certified copy of the Articles of Incorporation

4.) Legal description of premises where festival will be held (MCC 6.16.040(B))

Physical location: Black Oak Ranch, 50350 Highway 101, Laytonville, California 95454

☒ Proof of ownership and written consent of property owners for above listed parcel and legal description of premises.

5.) Statement of adequacy:

☒ Sheriff attesting to the adequacy of the proposed security or statement itemizing the deficiencies (MCC 6.16.040(E))

☒ Statement from County Health Officer attesting to the adequacy of the proposed sanitation, food handling and preparation facilities, and waste disposal (MCC 6.16.040(F))

May 18, 2016

To Whom It May Concern,

Jeremy Mayberry and Sacred Sound Systems has permission to present a music festival at Black Oak Ranch on July 21-24, 2016. He is renting our facility for the event. Let me know if you have any questions.

Regards,

A handwritten signature in black ink, appearing to read "Bob Barsotti". The signature is fluid and cursive, with the first name "Bob" and last name "Barsotti" clearly distinguishable.

Bob Barsotti
Facility Manager/owner
Black Oak Ranch
PO Box 337
Laytonville, CA 95454
707-984-8457

USER ID: CADER ASSESSOR SECURED PROPERTY SYSTEM DATE: 06-29-2016
ASTF100 * INQUIRY TO SECURED PROPERTY MASTER * TIME: 08 31 42
ROLL YEAR: 2016
PARCEL NBR 013 570 48 0 0 AOL TRA 155 003 STATUS: ACTIVE

ASSESSEE NAME 1 BLACK OAK RANCH LIMITED PARTNE AG PRE NBR 0596
NAME 2 RSHIP OWNER INFO

C/O UPP
ADDR PO BOX 1147 CTY/ST LAYTONVILLE, CA ZIP 95454
SITUS ADDR 49380 NO HWY 101 LA ACREAGE 160.00
NBR DIR STREET NAME CITY MIN ACREAGE 160
GEN PLAN FL160 ZONING RL COMB DIST FP LCP

USE: FP64 RES: 00 RCRDRS NBR 2373-369 18377 DATE 11 06 1996
JAN. 1 OWNER 1 BLACK OAK RANCH LIMITED PARTNE 2 RSHIP
APPRAISAL DATE 2010 IND CD VAL CHG CD 08 EXEM CD PEN CD

15-16 LAND	12700	IMP	10579	TV	PP	FX	
16-17	12700		10740				
EXEMP: H.O.		MISC		PRIOR NET	23279	WLA	330050
				CURR NET	23440	WTV	

BEN ASSMT B SQFT1 SQFT2 CALC-ACRES 142.00
SUB DIV CD LAST MAINT DATE 07 01 2009
PARCEL 1 2 3 4
F5-OWNER HISTORY F19-MORE SITUS F1-AOL F2-TO VIEW

USER ID: CADER ASSESSOR SECURED PROPERTY SYSTEM DATE: 06-29-2016
ASTF100 * INQUIRY TO SECURED PROPERTY MASTER * TIME: 08 31 54
ROLL YEAR: 2016
PARCEL NBR 013 560 47 0 0 AOL TRA 155 003 STATUS: ACTIVE

ASSESSEE NAME 1 BLACK OAK RANCH LIMITED PARTNE
NAME 2 RSHIP

AG PRE NBR _____
OWNER INFO

C/O UPP
ADDR PO BOX 1147 CTY/ST LAYTONVILLE, CA ZIP 95454
SITUS ADDR 50250 NO HWY 101 LA ACREAGE 140.00
NBR DIR STREET NAME CITY MIN ACREAGE 160
GEN PLAN FL160 ZONING FL COMB DIST FP LCP
USE: 0053 RES: 01 RCRDRS NBR 0000-000 03260 DATE 03 01 1995
JAN. 1 OWNER 1 BLACK OAK RANCH LIMITED PARTNE 2 RSHIP
APPRAISAL DATE 2005 IND CD VAL CHG CD 08 EXEM CD PEN CD

15-16 LAND 246078 IMP 110269 TV PP FX
16-17 249830 111950
EXEMP: H.O. MISC PRIOR NET 356347 WLA
CURR NET 361780 WTV
BEN ASSMT SQFT1 SQFT2 CALC-ACRES 140.00
SUB DIV CD LAST MAINT DATE 09 18 2008
PARCEL 1 2 3 4
F5-OWNER HISTORY F19-MORE SITUS F1-AOL F2-TO VIEW

ASSESSOR SECURED PROPERTY SYSTEM
* INQUIRY TO SECURED PROPERTY MASTER *

AG PRE NBR _____
OWNER INFO

C/O

ADDR PO BOX 1147	CTY/ST LAYTONVILLE, CA		ZIP 95454
SITUS ADDR 50220 NO HWY 101	LA	ACREAGE	66.00
NBR DIR	STREET NAME	CITY	MIN ACREAGE 160
GEN PLAN FL160	ZONING FL	COMB DIST FP	LCP

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GEN PLAN FL160          ZONING FL          COMB DIST FP
USE: 0053  RES: 07  RCRDRS NBR 0000-000 03260  DATE 03 01 1995

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JAN. 1 OWNER 1 BLACK OAK RANCH LIMITED PARTNE 2 RSHIP

APPRAISAL DATE 2015 IND CD VAL CHG CD FO EXEM CD PEN CD

15-16	LAND	136600	IMP	629351	TV	PP	62012	FX
16-17		138683		638945				

EXEMP: H.O.	MISC	PRIOR NET	827963	WLA
		CURR NET	777628	WTV

BEN ASSMT	SQFT1	SQFT2	CALC-ACRES	11.00
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SUB DIV CD LAST MAINT DATE 01 19 2016

PARCEL 1	2	3	4
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F5-OWNER HISTORY F19-MORE SITUS F1-AOL F2-TO VIEW

MENDOCINO COUNTY SHERIFF'S OFFICE

THOMAS D. ALLMAN, Sheriff-Coroner

MEMORANDUM

June 8, 2016

To: Shari Schapmire
Mendocino County Treasurer - Tax Collector

Regarding: 2016 Enchanted Forest Event located at the Black Oak Ranch

Mrs. Schapmire,

I am authoring this letter to inform you that my office has been in contact with Bob Barsotti, event Coordinator, for the 2016 Enchanted Forest event, currently scheduled to occur July 21-24, 2016. Mr. Barsotti has advised me in writing of his group's intention to contract with J Gutierrez Security during this 3 day event. As outlined in his letter, we believe that the security staffing levels he is currently proposing appears to be adequate. The event is anticipated to draw a total of approximately 2500 people. In addition, I have reviewed, and approve of, his security plan and schedule for the 3 days that this event is occurring.

The intent of this letter is to inform you the security measures currently planned for this event meet the public safety requirements of the Mendocino County Sheriff's Office at this time.

If you should have any questions or concerns, please feel free to contact me at (707) 456-3877.

Sincerely,

Lt. Kirk R. Mason
Mendocino County Sheriff
Inland Northern Operations

Cc: Capt. G. Van Patten
Bob Barsotti, Event coordinator.
Event file



Mendocino County Health & Human Services Agency

Healthy People, Healthy Communities

Public Health Branch

Division of Environmental Health

Ukiah Office: 860 N Bush St, Ukiah CA 95482 Phone: 707-234-6625
Fort Bragg Office: 120 W Fir St, Fort Bragg CA 95437 Phone: 707-961-2714



June 27, 2016

Shari Schapmire
Mendocino County Tax Collector
501 Low Gap Road, Room 1060
Ukiah, CA 95482

Subject: Enchanted Forest

Dear Shari Schapmire:

Environmental Health received the permit application and they have been reviewed for the Enchanted Forest, a four-day event sponsored by Sacred Sound System, to be held July 21st-24th.

The facilities and planned operation are adequate to meet the public health requirements of an outdoor festival.

Items addressed were: location, operation, sanitation (liquid waste and hand washing), refuse disposal and food service.

Sincerely,

A handwritten signature in black ink, appearing to read "Sara Lyon", with a long, sweeping horizontal line extending to the right.

Sara Lyon, EHS
Consumer Protection Program
Mendocino County Environmental Health Division

cc.: file

sl 06/16



COUNTY OF MENDOCINO

501 Low Gap Rd., Room 1060
Ukiah, California 95482
Phone (707) 463-4321
Fax (707) 463-4166

Shari L. Schapmire
Treasurer-Tax Collector

Application for Outdoor Festival License under Article III of Chapter 11 of the Mendocino County Code

1. Name Jeremy Mayberry
2. Residence Address 17700 Ocean Dr Ft Bragg, CA 95437
3. Mailing Address P.O. Box 337 Laytonville CA 95454
4. Individual Corporation or Partnership
5. Names and addresses of partners or corporation officers:

<u>Jeremy Mayberry</u>	<u>Co-founder/Producer</u>	<u>17700 Ocean Dr Ft Bragg CA 95437</u>
Name	Title	Address
<u>Surya Anderson</u>	<u>Co-founder</u>	<u>30000 Robin Rd Ft Bragg CA 95437</u>
Name	Title	Address
<u> </u>	<u> </u>	<u> </u>
Name	Title	Address

6. Principal location of event:

<u> </u>	<u> </u>
Address	Telephone

7. Provide certified copy of Articles of Incorporation, if applicable.
8. Provide location and legal description of the premises where the outdoor festival is to be conducted, including all lands to be used for parking or other uses incidental to the outdoor activity. Submit **proof of ownership** of said premises or the **written consent of all owners**.
9. Provide the date or dates and the hours during which the festival is to be conducted.
10. Provide an estimate of the maximum number of spectators, participants, or others expected to attend the outdoor festival for **each day** conducted.
11. Applicant must contact the Mendocino County Sheriff's Office and comply with all requirements. Provide detailed explanation of the plan for policing the activity with particular emphasis on the control and prevention of alcohol and drug consumption.
12. Applicant must contact the Mendocino County Department of Planning and Building Services and comply with all requirements.
13. Applicant must contact the Mendocino County Environmental Health Department and comply with all requirements.
14. Provide written explanation of implementation of waste reduction, reuse, recycling, and diversion programs.

15. Provide detailed information on the following areas:

- a. Security Protection
- b. Water Supply
- c. Food Supply
- d. Sanitation facilities
- e. Medical facilities and services
- f. Vehicle parking space
- g. On-site traffic control and vehicle access
- h. Plans for spectators or participants remaining at night or overnight
- i. Camping facilities
- j. Illumination of premises
- k. Cleanup of premises
- l. Rubbish removal
- m. Plans for handling larger number of overnight spectators than are expected

This application shall be filed with the Tax Collector no later than three weeks prior to the event. This application shall be accompanied by a non-refundable fee, (if applicable), which shall be of an amount to be set by resolution of the Board of Supervisors.

5/22/16

Date


Applicant

Producer

Title

President of Corporation

Attest: Secretary of Corporation

OUTDOOR FESTIVAL PERMIT APPLICATION
The Enchanted Forest Festival

ADDENDUM

8. Location of festival is 50350 Highway 101 in Laytonville, approximately 3.5 mile south of the intersection of Spy Rock Rd. and Highway 101. Assessors parcel numbers 013-570-48, 013-560-47, 013-560-46

9. Festival will take place Thursday, Friday, Saturday, & Sunday, July 21-24, 2016, 10AM to 10PM Thursday, 10AM to 2AM Friday & Saturday, 10AM to 12PM Sunday.

10. We expect about 2000 to 3000 to attend this year, with approximately 350 staff and performers included in that number.

11. Give detailed explanation of the applicants plan for policing the activity with particular emphasis on the control and prevention of alcohol and drug consumption:

Our plan will include approximately 35 paid security and over 150 volunteers. We will provide 24 hr monitoring of the campground and will be proactive in the discouragement of drug or alcohol use. In the concert area we will also provide monitors preventing any alcohol consumption by anyone. This is an alcohol free event. We also have a no in and out policy in the campground eliminating anyone from going back into town.

Security schedule:

from July 18 to July 19

2 security staff 8AM to 6PM

July 20 - main volunteer staff begins arriving

4 parking staff 8AM to 8PM

4 security staff 8AM to 8PM

4 overnight security staff 8PM to 8AM

July 21 we open our parking lot at 6 AM for patron arrival

8 parking staff 6AM to 12 Midnight

8 security staff 6AM to 12 Midnight in front lot

25 security staff 12 Noon to 12 Midnight

20 security staff 4PM to 10 PM

16 overnight security from 12 Midnight to 8AM

July 22 we open our parking lot at 7AM

8 parking staff 7AM to 12 Midnight

We open our camping lot at 8AM

8 security staff 7AM to 12 Midnight in front lot

40 security staff from 8AM to 12 Midnight interior

	60 security staff from 12 Noon to 12 Midnight interior
	20 overnight security from 12 Midnight to 8AM
July 23 - we open parking at 7AM & camping at 8AM	8 parking staff from 7AM to 10PM 8 security from 7AM to 10PM in front lot 40 security from 8AM to 12 Midnight interior 60 security from 10AM to 12 Midnight interior 20 overnight security from 12 Midnight to 8AM
July 24 - we open parking at 7AM & camping at 8AM	4 parking staff 7AM to 6PM 6 security staff 7AM to 8PM in front lot 40 security staff 8AM to 10PM interior 40 security staff from 10AM to 10PM interior 12 overnight staff from 10PM to 8AM
August 17 - camping closes at 12 Noon	traffic control staff from 7AM to 2PM
we expect majority of campers to be gone by 1PM all campers out by 5PM	8 security staff 8AM to 2PM 4 security staff from 2PM to 6PM 6PM facility closed

12. I have contacted Planning and Building and will comply with all requirements.

13. I have contacted the Department of Environmental Health and will comply with all requirements.

14. Written explanation of implementation of waste reduction, reuse, recycling and diversion programs:

This is to let you know that we have an extensive recycling program in effect at Black Oak Ranch. Each location where there is a garbage can we also have a full recycling station, aluminum, mixed glass, cardboard, and plastic. As the cans get emptied we further check all garbage bags, facilitated by using clear plastic bags, for recyclables that have gotten mixed in with garbage. We require all vendors to use composting cups, plates, and flat wear. We place all recyclables in dumpsters provided by Willits Solid Waste for this purpose. We have mixed glass, cardboard, aluminum, and plastic separated in this way. No polystyrene containers allowed! In recent years although our crowd size has increased, we have been able to send less garbage to the land fill and more recycling to the recyclers.

15. Provide detailed information on the following areas:

a. Security Protection:

Provided by In House security services. We will have approximately 25 paid security and 150 volunteer security on hand throughout the weekend. In addition we will be contracting with a licensed security company for an additional 10 paid security.

b. Water Supply:

In our campground and concert area we have 9 water tanks that will be filled as needed by our own water delivery service using water from the Laytonville County Water District bulk sales outlet.

c. Food Supply:

Individual food vendors will provide food service for patrons. They will be required to obtain Mendocino County Health Department permits.

d. Sanitation facilities:

Portable toilets, including disabled units and hand wash stations, all in numbers exceeding county requirements, both in the campground and in the concert area will be provided by B & B Portable Toilets. B & B also provides a pumper truck with crew on standby at the event throughout the weekend.

e. Medical Facilities and Services:

The Haight Ashbury Medical Clinic's Rock Medicine will be providing our medical station. It will be located in the concert area next to the entrance. There will be a doctor, nurses, and a full contingent of volunteer staff on duty 24 hr's a day. The Director of Rock Medicine is Gordon Oldham, and he can be reached at 415-487-3680.

f. Vehicle parking space:

Day parking will be in a lot directly adjacent to the entrance from Highway 101. We will have a parking crew on hand to direct each vehicle into a space. Fire aisles will be maintained at 18' throughout the parking area. Campers will be allowed to park their vehicle in the campground and camp next to their vehicle. Once inside, vehicles will not be allowed to leave and return. We will have security monitoring the camping and parking lots throughout the weekend.

g. On-site traffic control and vehicle access:

The CHP has agreed to allow our traffic contractor to provide traffic control at the entrance to our camping/parking lots from Highway 101. Once inside, our parking crew will direct cars to their parking spots. There will be a clearly marked system of fire lanes throughout our camping and parking areas.

h. Plans for spectators remaining overnight:

People will be allowed to camp overnight. They can camp with their vehicle, or they can pitch a tent in one of our tent only camping areas. There will be a separate Family Camping Area adjacent to the main camp, but separated by a fence, for those people with small children.

i. Camping Facilities:

We will provide toilets, drinking water, food service, cleanup, fire protection, medical facility, and security throughout the weekend.

j. Illumination of premises:

We will provide generators with light strands to illuminate the main pathways in the campground. We will also provide flood lights at our highway entrance and box office, and individual lanterns to remote security posts.

k. Cleanup of premises:

We have a cleanup crew that will be responsible for emptying our 65 50 gal. drums and for picking up any trash anywhere in our facility. They will distribute garbage bags to each campsite and pickup full ones. They will also be recycling all cans and bottles as they pick up the entire area after the event.

l. Rubbish removal:

Willits Solid Waste will provide dumpsters that will be emptied at the end of the event for both garbage and recycling.

m. Plans for handling larger number of overnight spectators than are expected:

We will have signs available to put on the Highway in case of a sellout that will tell people that the event is full. If event sells out in advance we will provide negative advertising on the local radio stations telling people not to come without an advance ticket. We can also have them make this announcement during the weekend if we sellout at the door.