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Regulatory & Permitting Requirements

Post site inspection conducted on September 28, 2022 the existing violations / conditions still exist on the site:

Electrical Permit Requirements

1. **Prepare Plans and Calculations**
 - Create and compile plans, schematics, and load calculations for all electrical panels and services at the site (approximately 7).
2. **Evaluate and Certify RV Electrical Service**
 - Conduct a detailed evaluation of the electrical service to all recreational vehicle spaces.
 - Obtain certification from an Electrical Engineer that they have physically inspected the site and approved the proposed corrections.
3. **Ensure Compliance with Building Code**
 - Confirm that all electrical work meets the California Commercial Building Code.
 - Submit the certification to Mariposa County Building Department for review.
4. **Review by Mariposa County Building Department**
 - Ensure that the provided information is reviewed by the Mariposa County Building Department before the issuance of the electrical permit.

Demolition Permit Requirements

5. **Remove Unpermitted/Dangerous Electrical Work**
 - Remove all unpermitted or dangerous electrical installations, such as the service to the perimeter lighting.
6. **Demolish Converted Structures**
 - Demolish the former tool shed that was converted into a hotel room without permits.
 - Remove the improvements and slab in the area of the former Tuff Shed that had been converted to a hotel room.
7. **Remove Unpermitted Outdoor Structures**
 - Demolish the outdoor kitchen constructed without permits.
 - Remove the outdoor spa structure constructed without permits.

Other Required Corrections

8. **Clear Stairs and Walkways**
 - Ensure all stairs and walkways are clear of debris.
9. **Remove Garbage and Debris**
 - Clean up and remove all garbage and debris from the site.
10. **Resolve Fire Code Violations**
 - Address all items listed on the attached Mariposa County Fire correction notice.
11. **Obtain HCD Operating Permit**

- Provide proof of a valid, active Housing and Community Development (HCD) operating permit.

12. Convert Mobile Home Back to Residential Dwelling

- Convert the single-family mobile home back to a residential dwelling.
- Provide copies of the HCD permits for the conversion.

Existing Code Violations

- The property was posted as unsafe to occupy by CalFire and Mariposa County Development Services in June 2021 due to serious electrical and other life, health, and safety violations.
- The property was found to be out of compliance with California Fire Code, California Health and Safety Code, and California Building Code.
- The property was operating in violation of the transient occupancy tax certificate.
- Mariposa County has taken legal action against the property owners. The action has been “stayed” while Topos (applicant) seeks a conditional use permit and will remediate code violations after securing entitlements and closing on the property, and thereby lifting the county’s legal action

Emergency Procedures & Safety Guidelines FAQ

General Emergency

- **Notify Management Immediately:** Inform campground management of any emergency situation as soon as possible.

Fire Emergency

1. **Stay Calm:** Keep calm and take immediate action.
2. **Switch Off Energy Meters:** If possible, turn off gas and electric meters.
3. **Call 911:** Contact emergency services and notify campground staff.
4. **Control Fire:** Use appropriate measures to control or extinguish the fire, starting from the base of the flames. Fire extinguishers are available for use.
5. **Avoid Crowding:** Do not crowd around extinguishers or emergency areas.

Alarm Signal

- **Evacuate Using the Plan:** Follow the evacuation plan visibly posted in your rented park model RV, leading your group to safety. Look for campground employees who can assist.

Storm Emergency

- **Stay Calm and Stabilize Equipment:** Secure all outdoor items and avoid using fire-inducing equipment during high winds. Staff will inform you of any burn bans.

Arrival and Preparation

- **Consult the Evacuation Plan:** Familiarize yourself with the evacuation plan, exits, and paths for your park model RV.
- **Keep Exits Clear:** Do not block exits or park in fire truck lanes.

Infrastructure and Equipment

- **Park Model RV Equipment:** Each park model RV includes a smoke detector and fire extinguisher.

Communication and Preventative Actions

- **Guest Information:** Safety details are provided via booking emails, at check-in and site signage.
- **During Fire-Bans/Warnings:** Perform hourly safety walks, keep an on-call team member, lock campfire kits, and regularly remove deadfall.

Response Readiness

- **If a Fire Breaks Out:**
 - Guests should call 911 and confirm details with authorities.
 - Notify staff, who will send evacuation alerts and sound an air horn for evacuation.
 - Guests will be updated once the situation stabilizes.
- **During Fire-Bans/Warnings:**
 - Notify guests when the ban is lifted.

Offsite Campground Policies and Procedures

Operational Policies

- Quiet Time & Noise
 - **Noise Restrictions:** Guests and staff should minimize noise and avoid loud discussions to maintain a peaceful environment. Noisy devices and loud music should not be played outside, and no loud noises are allowed after 10 p.m.
 - **Violation Penalty:** Extreme noise violations are subject to a \$100 charge, donated to local conservation groups.
 - **Compliance:** Offsite adheres to all county laws and noise ordinances to ensure guest comfort.
- Trash Disposal
 - **Personal Disposal:** Each park model RV has a trash can and recycling container. Guests should leave trash in their unit.
 - **Collection and Disposal:** Staff collect trash after guests depart and store it in a secure area. Trash and recycling are taken off site regularly by a contracted waste management company (such as Recology).
 - **Environmental Care:** Guests must not dump untreated water (e.g., dishwater, oily/greasy wastewater) on the grounds to prevent environmental harm.
- Light Control
 - **Security and Lighting Plan:**
 - **Perimeter Security:** Property perimeter is fenced and will have “no trespassing / private property” signs
 - **Video Surveillance:** At check-in area and possibly at entrance.
 - **Lighting:** Lighting is provided at the entry kiosk, each park model RV, and back-of-house facilities. Lights are down-cast to minimize impact or interference of wildlife and neighbors, complying with County, HCD, and International Dark Sky Standards.
- Pet Policy
 - **Dog-Friendly Policy:** Dogs must be leashed outdoors and not left alone for extended periods. Owners must dispose of dog waste in garbage cans. No other pets are allowed. Dog poop stations are available for convenience.
- Smoking Policy
 - **Smoking Restrictions:** Offsite is a non-smoking property, including the use of e-cigarettes and vaporizers..
 - **Violation Penalty:** A \$150 fee per night will be charged if smoking inside park model RVs is detected.
- On-Site Managers & Security
 - **Manager Role:** The on-site manager oversees operations, manages staff, and is the primary contact for guests and public complaints.
 - **Daily Staff Presence:** Maintenance, groundskeeping, and housekeeping staff are on-site daily, and the manager lives on-site full-time.
- Site Safety

- **Guest Responsibilities:** Guests must keep their accommodations and belongings secure and report any suspicious activity to management.
- **Fire Safety:** Open fires and personal barbecues are forbidden outside designated areas. Each park model RV is equipped with a fire extinguisher, smoke detector, and stove tops must be used safely.
- **Emergency Resources:** A first aid and emergency safety kit are available at the back-of-house area. Management staff are always on-site to handle emergencies.

Fire Safety

Understanding the Risks

Coulterville's wildfire risk is a significant factor in our operations. The presence of communal propane gas-powered fire pits, while mitigating some fire hazards, introduces additional elements that require careful management. Moreover, increased occupancy due to corporate retreats elevates the overall risk due to human factors such as cigarette use and accidental fires.

Proposed Fire Mitigation Measures

To proactively address these concerns, we propose implementing the following fire prevention and mitigation strategies:

Fire Pit Safety

- **Clearance Zones:** Establish a 30-foot (or more, as recommended by local fire authorities) clearance zone around each fire pit, removing all flammable vegetation and debris.
- **Overhead Clearance:** Prune or remove tree limbs within a specified distance above fire pits to prevent falling embers.
- **Dedicated Water Source:** Provide a readily accessible water source, such as a fire hose or large water container, at each fire pit.
- **Fire Extinguishers:** Position a fire extinguisher at each fire pit for immediate response to small fires.
- **Fire Pit Attendants:** Consider assigning staff members to monitor fire pits during peak usage times.

General Fire Prevention

- **Fire Extinguishers:** Equip every campsite and building with fire extinguishers.
- **Smoking Ban:** Implement a strict no-smoking policy on the entire property.

- **Landscaping Maintenance:** Conduct regular landscaping to maintain short grass and remove dry vegetation.
- **Emergency Evacuation Plan:** Develop a detailed emergency evacuation plan for guests and staff.
- **Fire Education:** Provide fire safety information and training to guests and employees.
- **Regular Inspections:** Conduct routine inspections of the property to identify and address potential fire hazards.
- **Collaboration with Local Authorities:** Maintain open communication with the local fire department and adhere to all regulations and recommendations.
- **Building Materials:** Utilize fire-resistant materials in the construction of buildings and structures.
- **Backup Power:** Invest in backup power sources for essential equipment, such as security systems and communication devices.
- **Early Warning Systems:** Explore the possibility of installing early warning systems, such as smoke detectors and weather monitoring equipment.

By implementing these comprehensive fire safety measures, we can significantly reduce the risk of fire on our property and demonstrate our commitment to the safety of our guests, employees, and the surrounding community. We will continue to monitor the situation and adjust our plans as needed based on evolving conditions and expert advice.

We will consult with the local fire department to discuss these proposals and obtain their input on additional measures that may be necessary.