



CITY OF FORT BRAGG

Incorporated August 5, 1889
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Fort Bragg, California 95437
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LIMITED TERM PERMIT ACTION NOTIFICATION

This document provides notification of the decision as indicated below. If you have any questions, please contact the Community Development Department at City Hall.

APPLICATION NO.: Limited Term Permit 05-26 (LTP 05-26)

PROPERTY OWNER: City of Fort Bragg

APPLICANT: Pam Bell / City of Fort Bragg

REQUEST: Limited Term Permit to authorize the first annual Fort Bragg Blues Fest in multiple locations around the City, as detailed below:

LOCATIONS:

Noyo Headlands Park- from Wednesday, April 29, 2026 at 10:00 AM - Monday, May 4, 2026 at 2:00 PM, showtimes:

- Saturday, May 2, 2026 from 12:00 PM- 6:30 PM
- Sunday, May 3, 2026 from 11:00 AM – 5:30 PM

Town Hall, 363 N. Main St.- from Wednesday, April 29, 2026 at 12:00 PM - Monday, May 4, 2026 at 2:00 PM, showtimes:

- Friday, May 1, 2026 from 2:00 PM – 9:00 PM
- Saturday, May 2, 2026 from 8:30 PM – 10:00 PM

Bainbridge Park, 400 E. Laurel St.- from Saturday, May 2, 2026 at 8:00 AM- Monday, May 4, 2026 at 2:00 PM, showtimes:

- Saturday, May 2, 2026 from 10:00 AM - 12:30 PM

ASSESSOR'S PARCEL NOs: 018-430-10-11, 018-430-11-00, 018-430-18-00, 018-430-22-00, 008-183-01-00, 008-183-03-00, 008-151-01-00, 008-151-01-00

DATE OF ACTION: April 19, 2026

ACTION BY: XX Community Development Director

ACTION TAKEN: XX Approved (See attached Findings and Conditions)

EFFECTIVE DATE OF ACTION: April 29, 2026

LOCAL APPEAL PROCESS AND FEE: Decisions of the Community Development Director shall be final unless appealed to the Planning Commission in writing within 10 days of the decision date with a filing fee of \$1,000 to be filed with the Community Development Department.

NOTIFICATION

MAILED TO: Pam Bell
Pam Bell Events
315 E. Alder St.
Fort Bragg, CA 95437

DATE OF MAILING: April 19, 2026

CONDITIONS OF APPROVAL: See attached findings and conditions

Community Development Department Statement: I hereby certify that conditions which must be met prior to issuance of this permit have been met and that this permit is deemed by the City of Fort Bragg Community Development Department to be a valid permit subject to all conditions of approval.

Acting Community Development Director

Date

Statement of Responsible Party: I AM responsible for assuring the temporary event is carried out in compliance with all applicable regulatory requirements, and I hereby certify that I have reviewed the conditions of approval and the project will be carried out in conformance with the specified conditions as attached.

Responsible Party

Date

Notice: This permit must be signed and returned to the Community Development Department.

Attachment: Findings and Conditions

FINDINGS AND CONDITIONS:

LTP 05-26 has been approved based on the findings and conditions cited below:

FINDINGS

1. The proposed short term activity as described in the application and supplemental materials, as modified by any conditions of approval, is in conformity with the City of Fort Bragg's Coastal Land Use and Development Code (CLUDC) and Inland Land Use and Development Code (ILUDC), including but not limited to all applicable standards of Section 71.71.030 of the Coastal Land Use and Development Code, Section 18.71.030 of the Inland Land Use and Development Code, and the proposed short term activity will not adversely affect the environment;
2. The proposed project is a temporary use for a limited term and is compatible with existing uses on the property;
3. For the purposes of the environmental determination, this project has been determined to be exempt from further environmental review pursuant to the CEQA Guidelines, Section 15304(e), minor temporary use of land; and
4. The proposed location of the use and conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

STANDARD CONDITIONS

1. This action shall become final on the 11th working day following the decision unless an appeal to the City Council is filed pursuant to Chapters 17.92.030 and 18.92.030;
2. The application, along with supplemental exhibits and related material, shall be considered elements of this permit, and compliance therewith is mandatory, unless an Amendment has been approved by the City;
3. This permit shall be subject to the securing of all necessary permits for the proposed development from City, County, State and Federal agencies having jurisdiction. All plans submitted with required permit applications shall be consistent with this approval;
4. This permit shall be subject to revocation or modification upon a finding of any one or more of the following:
 - 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. A final judgment of a court of competent jurisdiction has declared one or more conditions to be void or ineffective, or has enjoined or otherwise prohibited the enforcement or operation of one or more conditions; and
5. The sites occupied by the short-term activity shall be cleaned of debris, litter, or other evidence of the temporary activity upon completion of the activity, and shall thereafter be used in compliance with the provisions of the Coastal and Inland Land Use and Development Codes.

ENCROACHMENT PERMIT GENERAL PROVISIONS

1. A permit is issued under the provisions of Chapter 5.5 of Division 2 of the Streets and Highways Code and Chapter 9.72 of the Fort Bragg Municipal Code. Except as

- otherwise provided for public agencies and franchise holders, the permit is revocable on five (5) days' notice.
2. It is understood and agreed by the applicant that the doing of any work under the permit shall constitute an acceptance of the provisions, terms, conditions and/or restrictions.
 3. The permit shall be kept at the site of the work and must be shown to any representative of the grantor or any law enforcement officer upon demand.
 4. PUBLIC CONVENIENCE - Applicant shall so conduct operations as to offer the least possible obstruction and inconvenience to the public. Unless otherwise provided on the permit, all public traffic shall be permitted to pass through the work with as little inconvenience and delay as possible. Spillage resulting from hauling operations along or across any public traveled way shall be removed immediately by the permittee at his/her expense. If the spillage is hazardous, the Mendocino County Office of Environmental Health must be notified at 964-2714, as well as the Fort Bragg Police Department at 964-0200.
 5. PUBLIC SAFETY - Should the Applicant's operations create a condition hazardous to the public, he/she shall furnish, erect, and maintain, at his/her expense, such fences, barricades, lights, signs, and other devices as are necessary. Applicant shall furnish at his/her expense, such flagmen and guards as are necessary to prevent accidents or damage or injury to the public. No material or equipment shall be stored where it will interfere with the free and safe passage of public traffic. Should the Applicant's operations create a condition hazardous to traffic, please see Special Conditions attached.
 6. An encroachment permit does not relieve permittee from the responsibility of obtaining all applicable permits and/or licenses as may, in connection with the work or activity therein described, be required from other public agencies and/or commissions. Failure by applicant to secure all necessary and applicable permits and/or licenses shall nullify the permit.
 7. LIABILITY FOR DAMAGES - Applicant is responsible for all liability for personal injury or property damage which may arise out of work herein permitted, or which may arise out of failure on the permittee's part to perform his/her obligations under the permit in respect to maintenance. In the event any claim of such liability is made against the City of Fort Bragg, or any department, officer, or employee, thereof, applicant shall defend, indemnify and hold them and each of them harmless from such claim.
 8. DUE CARE shall be exercised to avoid injury to existing Highway improvements or facilities. City road surfacing shall be replaced by equal or better than the surfacing disturbed. The cost of all materials, labor, etc. necessary for installation of the encroachment shall be borne by the permittee. The cost of any labor and materials for repairs to the road by city forces, made necessary by the work done under the permit, shall be charged to the permittee at actual cost.

I. SPECIAL CONDITIONS- General

- a. This permit is granted for a limited term and is valid Wednesday, April 29, 2026, at 10:00 AM to Monday, May 4, 2026 at 2:00 PM.
- b. The applicant shall submit proof of liability insurance for the event with the City of Fort Bragg specifically named as "additional insured" by policy endorsement to the City Clerk prior to issuance of the encroachment permit for the event. A copy of the "Policy Endorsement" naming the City of Fort Bragg as an additional insured must also be submitted with the Certificate of Insurance. The amount of insurance

required is \$2/\$4 million dollars Occurrence/Aggregate with Host Liquor Liability. For clarification, contact Diana Paoli, City Clerk at (707) 961-2823.

- c. At least one week prior to event, applicant shall provide the Fort Bragg Police Department with the name and phone number of an on-site contact during all hours the event is open to the public. Please contact the Police Dept. at (707) 961-2800.

II. **SPECIAL CONDITIONS- Food and Alcohol**

- a. Should there be any food, the applicant shall complete and file a Community Event Permit Application (including site plan and food vendor list) as required by the Mendocino County Department of Environmental Health. Please contact the Mendocino County Environmental Health Consumer Protection Program at (707) 234-6625 for coordination of permits.
- b. An alcohol license must be obtained to serve alcohol. Please contact the California Department of Alcoholic Beverage Control for details. The Santa Rosa office can be reached at (707) 576-2165.
- c. The area where alcohol is being sold and/or consumed must be secured and controlled by the applicant and not accessible to the general public.
- d. Any staff, volunteers, persons serving or consuming alcohol are required be aged 21 or over.
- e. Applicant shall have volunteers posted at each entrance/exit at all times to ensure alcohol remains inside the designated event areas
- f. Alcoholic beverages, as defined in California Business and Professions Code § 23004 (as the same may be amended from time to time), or controlled substances, as defined in California Health and Safety Code § 11007 (as the same may be amended from time to time), are not allowed within City parks except that the consumption of alcoholic beverages may be allowed when a limited term permit is secured by an applicant for a special event to be held within a City park and all other necessary permits are obtained. (FBMC 9.68.030 D).
- g. No glass containers are allowed at any events in City Parks

III. **SPECIAL CONDITIONS- Site Conditions**

- a. Events are limited to only those locations shown in the attached Site Map.
- b. If an event tent is required, the applicant shall obtain a tent permit from the Fort Bragg Fire Department. Please contact Fire Marshall Steve Wells at (707) 961-2831 at least two (2) weeks prior to the event.
- c. Applicant shall supply toilet facilities at a ratio of 1 toilet per 100 people in attendance, in addition to a hand washing station.
- d. Effective recycling and waste management are important. Event organizer shall provide recycling and trash containers on site and dispose of them at an approved disposal facility.
- e. All electrical that will be needed for outdoor use must be GFCI protected, even if the power is supplied from an interior outlet. This is a safety measure which will trip the receptacle breaker before it shocks somebody, if the cord or equipment accidentally gets wet.
- f. All electric cords and other equipment used to support must be placed in such a way and secured (preferable with Duct Tape) so as not be a trip hazard, and to be ADA compliant, where they cross a sidewalk or other public path of travel.

- g. Applicant shall ensure that all temporary event signage placed within the public right-of-way maintains safe and accessible pedestrian access at all times. A minimum four-foot (4') clear and unobstructed path of travel must be preserved on all sidewalks. Signage shall not block or interfere with driveway curb cuts, pedestrian ramps, or ADA access points, and shall not impede or restrict access to any adjacent business or residential entrances or exits. All signage must be positioned so as not to create tripping hazards, visibility obstructions, or other safety issues. Please contact Ian Sanderson at (707) 357-0231.
- h. The use of a sound amplifying system shall not have an undue adverse effect upon schools, hospitals, churches, businesses, or residents in the vicinity of the activity.
- i. No animals are allowed at the events on public property, with the exception of service animals.
- j. No smoking is allowed at the events in City parks.
- k. Applicant shall comply with Chapter 9.44.020 of the Fort Bragg Municipal Code, *"Between the hours of 10:00 p.m. of one (1) day and 7:00 a.m. of the following day, it is unlawful for any person within a residential zone, or within a radius of 500 feet therefrom, to create, cause to be created or maintain sources of noise which cause annoyance or discomfort to a reasonable person of normal sensitiveness in the neighborhood."*
- l. The sites occupied by the permitted activities shall be cleaned of debris, litter, including any food waste or materials left in the landscaping or City tree wells, or any other evidence of the temporary activity upon completion of the activity to the satisfaction of the Public Works Director.

IV. SPECIAL CONDITIONS specific to the use of Town Hall

- a. City of Fort Bragg Public Works Department shall place "No Parking" signs along the south side of W. Laurel St. to allow for musician loading/unloading. Signs shall be placed at 8:00 AM Wednesday, April 29, 2026 and shall read "No Parking 5/1 at 8:00 AM through 5/4 at 2:00 PM."

V. SPECIAL CONDITIONS specific to the use of Bainbridge Park

- a. City of Fort Bragg Public Works Department shall place "No Parking" signs along the northern border of Wiggly Giggly Playground (the 400 block of E. Laurel St. between the alley behind the Veteran's Building and N. Whipple St.). Signs shall be placed at 8:00 AM on Friday, May 1, 2026 and shall read, "No Parking 5/2 from 8:00 AM -2:00 PM."
- b. Vehicles are not allowed to drive on basketball courts or grass.

VI. SPECIAL CONDITIONS specific to the use of Noyo Headlands Park

- a. Per the Biological Assessment completed by WRA in March 2026 and to comply with existing California Fish and Game Code, the following conditions must be adhered to:
 - i. A breeding bird survey is be required, conducted by a qualified biologist. The survey would need to occur no more than 7 days prior to the start of music event-related activities and should include areas within 300 feet of the Study Area. If occupied nests are observed during the survey, the biologist would

establish a “no disturbance buffer” surrounding the active nest, and project-related activities in the buffer zone would be prohibited until any young present have fledged. The buffer distance would be established by the biologist based on factors such as the species observed, type of adjacent disturbance, and sensitivity of the nesting bird to disturbance. To ensure compliance with existing standards and Fish and Game Code, we recommend that the survey protocols described above be incorporated into the project description or be included as a Condition of Approval for the project.

An active cormorant rookery is visible from the Study Area. The rookery site is located approximately 300 feet southwest of the Study Area (Figure 1); however, visual or auditory activities from the proposed project may cause a disturbance to cormorant nesting.

- ii. To avoid impacts to nesting cormorants the following components should be included in any live music event conducted in the Study Area:
 - Structures associated with the events should be placed at least 300 feet from the cormorant nest to avoid visual and auditory disturbance.
 - The stage and speakers should be located within a walled tent to reduce visual and auditory disturbance.
 - Sound producing equipment should be pointed to the east/southeast which is away from the rookery site.
 - Sound reduction/buffering structures should be placed along the south and west perimeter of the tent, or where appropriate, to reduce sound in the direction of the rookery.
 - The stage and associated event structures should be placed as far as feasible from the coastal cliffs.
- b. No Parking is allowed in the following places, the applicant shall coordinate with the Public Works Department to place signs at 12:00 PM on Friday, May 1, 2026, which shall read, “No Parking 5/2 from 12:00 PM - 6:30 PM and No Parking 5/3 from 11:00 AM – 5:30 PM.”
 - i. On West Cypress Street along the fence line.
 - ii. Along the east side of airstrip.
- c. Parking reserved for event attendees and/or event activities under this permit is allowed in the following places, the applicant shall coordinate with the Public Works Department to place signs at 12:00 PM on Friday, May 1, 2026, which shall read, “No Parking 5/2 from 12:00 PM - 6:30 PM and No Parking 5/3 from 11:00 AM – 5:30 PM.”
 - i. In the southern section of the parking lot (reserved for food trucks)
 - ii. Along the west side of the airstrip
- d. The northeastern part of the parking lot will remain open for public use.
- e. Vehicles are not allowed to drive on grass on the Event Lawn
- f. Mobile Vending Vehicles must abide by all conditions of their permits
- g. Throwing or releasing confetti, grain, rice, seeds, petals, or similar effects is prohibited.
- h. Applicant shall respect all fencing or signage that protects rare plants and sensitive habitats.
- i. The Fire/Emergency lane shall not be blocked off.

- j. Applicant shall provide traffic plan, including personnel/volunteers to direct traffic to assigned parking areas.

VII. SPECIAL CONDITIONS specific to event at Tall Guy

- a. City of Fort Bragg Public Works Department shall place “No Parking” signs along the east side of N. Franklin St. directly fronting Tall Guy to allow for musician loading/unloading. Signs shall be placed at 1:00 PM on Thursday, May 1, 2025 and shall read, “No Parking 5/2 from 1:00 PM -8:00 PM.”

DRAFT