

SUBMIT TO:  
 Board of Supervisors  
 575 Administration Dr, Ste 100A  
 Santa Rosa, CA 95403

# COUNTY OF SONOMA

For Board of Supervisors Use Only

## Fee Waiver/Board Sponsorship Request Form

1. Contact information for individual requesting fee waiver/sponsorship:

Name: \_\_\_\_\_  

First
Middle
Last

Mailing Address: \_\_\_\_\_  

Number, Street, Apt/Suite
City
State
Zip

Phone: (    ) - \_\_\_\_\_ Email: \_\_\_\_\_  

Area Code, Number

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  

Number, Street, Apt/Suite
City
State
Zip

Phone: (    ) - \_\_\_\_\_ Email: \_\_\_\_\_  

Area Code, Number

3. Please indicate by check mark the supervisory district in which the organization or agency submitting this request is located, where the project/activity/event will be held, and the district office to whom you would like to submit this request:

Board Member and District	Susan Gorin District 1	David Rabbitt District 2	Chris Coursey District 3	James Gore District 4	Lynda Hopkins District 5
Entity or organization location (select all that apply)					
Project/activity/event location (select all that apply)					
District office to receive request (select only one)					

4. Type of Community Based Organization, Non-profit, or Government Agency for which the fee waiver/sponsorship is requested:

City
  Special District
  Other Local Government  
 School
  Non-profit or CBO

Other (please specify): \_\_\_\_\_

5. Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

6. Please indicate if this is a one-time or annual event:       One Time       Annual

7. Type and amount of fee waiver/sponsorship requested. Please list all County fees you are requesting be waived/sponsored in conjunction with this project/activity/event. Please attach a copy of an estimate or receipt from the County Department or Veteran's Building Operator documenting the amount of each fee you are requesting be waived/sponsored.

Department Assessing Fee	Type of Fee	Amount of Fee

8. If your Community Based Organization, Non-Profit, or Governmental Agency has received a fee waiver/sponsorship for a similar project/activity/event in the past, please list below:

Date of Fee Waiver	Department Assessing Fee	Type of Fee	Amount of Fee
/ /			
/ /			
/ /			
/ /			

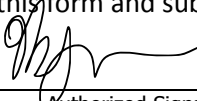
9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

- Property Tax                     
  Sales Tax                     
  Special Assessment  
 User Fees

Other (please specify): \_\_\_\_\_

10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

11. Will the organization or agency be charging an entry fee or be requesting a donation for the project/activity/event for which you are requesting a fee waiver/sponsorship? If so, please provide an explanation detailing why the fees to be waived/sponsored cannot be recovered through the entry fee. Please attach to this form and submit with your request.

  
 \_\_\_\_\_  
 Authorized Signature                      Title

\_\_\_\_\_  
 / /  
 Date



**COUNTY OF SONOMA**  
**PERMIT AND RESOURCE MANAGEMENT DEPARTMENT**

2550 Ventura Avenue, Santa Rosa, CA 95403-2829  
 (707) 565-1900 FAX (707) 565-1103

**Application Fees / Invoice # 505009 on 08/06/2024 for: PPR24-0016**

**Site Address:** 9155 Graton Rd, Graton [GRA]

**Activity Type:** Public Project Review - Referral

**APN:** 130-151-004

**Initialized By:** MSHURVIN

**Fire District:** Graton FPD

**Insp Area:** 07

**Valuation:** \$0.00

**Ag/Comm/Res:**

**Description:** For potential Administrative Design Review associated with Graton Town Square. Not approved to be assigned for review.

**Owner:** Graton Community Service District  
 , CA 95444-0067

**Applicant:**

Fee Item	Description	Account Code	Total Fee
0140-000M	Technology Enhancement	26010104-45321-10005	\$29.93
1033-000	Design Review - Commercial Minor (<=10,000 sf)	26010121-45061-10005	\$2,255.00
1052-000	Environmental Review CEQA Exemption	26010122-45068-10005	\$48.00

**Invoiced Fees: \$2,332.93**

When validated below, this is your receipt

**Total Paid: \$0.00**

**Project Balance Due: \$2,332.93**

Refunds of fees paid may be made pursuant to Section 108.6 of Appendix 1 of the California Building Code and adopted model codes, subject to the following:

- 1) 100% of a fee erroneously paid or collected.
- 2) 90% of the plan review fee when an application for a permit is withdrawn or cancelled or expires or becomes void before any plan review effort has been expended. No portion of the plan review fee shall be refunded when any plan review effort has been expended.
- 3) 90% of the building, plumbing, electrical, and/or mechanical fee may be refunded when a permit is withdrawn, or cancelled or expires or becomes void before any work was done and before any inspections are performed. No portion of these fees shall be refunded when any work was done and/or any inspections have been performed.
- 4) Application for refund must be made within one year.



**COUNTY OF SONOMA**  
**PERMIT AND RESOURCE MANAGEMENT DEPARTMENT**

2550 Ventura Avenue, Santa Rosa, CA 95403-2829  
 (707) 565-1900 FAX (707) 565-1103

**Application Fees / Invoice # 505010 on 08/06/2024 for: PPR24-0017**

**Site Address:** 9155 Graton Rd, Graton [GRA]

**Activity Type:** Public Project Review - Referral

**APN:** 130-151-004

**Initialized By:** MSHURVIN

**Fire District:** Graton FPD

**Insp Area:** 07

**Valuation:** \$0.00

**Ag/Comm/Res:**

**Description:** For a potential Special Events Zoning Permit application associated with the Graton Town Square project. Not approved to be assigned for review.

**Owner:** Graton Community Service District

**Applicant:**

, CA 95444-0067

Fee Item	Description	Account Code	Total Fee
0140-000M	Technology Enhancement	26010104-45321-10005	\$25.31
0435-000	Planning Referrals for Sewer or Water Systems Review	26010111-41134-10005	\$523.00
1160-000	Zoning Permit Level III (with posting/notice, e.g. Cultural Event)	26010121-45063-10005	\$1,111.00
1052-000	Environmental Review CEQA Exemption	26010122-45068-10005	\$48.00
0118-000	Fire Services Pre-Application Meeting/Site Review	26030100-45301-11155	\$265.00

**Invoiced Fees: \$1,972.31**

When validated below, this is your receipt

**Total Paid: \$0.00**

**Project Balance Due: \$1,972.31**

Refunds of fees paid may be made pursuant to Section 108.6 of Appendix 1 of the California Building Code and adopted model codes, subject to the following:

- 1) 100% of a fee erroneously paid or collected.
- 2) 90% of the plan review fee when an application for a permit is withdrawn or cancelled or expires or becomes void before any plan review effort has been expended. No portion of the plan review fee shall be refunded when any plan review effort has been expended.
- 3) 90% of the building, plumbing, electrical, and/or mechanical fee may be refunded when a permit is withdrawn, or cancelled or expires or becomes void before any work was done and before any inspections are performed. No portion of these fees shall be refunded when any work was done and/or any inspections have been performed.
- 4) Application for refund must be made within one year.

## **Addendum to Fee-Waiver-Form GCSD.pdf**

5.) Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

### **I. Special Event Permit for Graton Day 2024**

#### **Event: Graton Day**

#### **Date and Time:**

- **When:** Saturday, October 12, 2024
- **Event Time:** 2:00 PM - 6:00 PM

#### **Location:**

- **Where:** Graton Town Square (9155 Graton Road)

#### **Purpose:**

- **Why:** The primary goal of Graton Day is to bring the community together and foster a sense of unity and celebration. Graton Day has a rich history, starting in the 1970s and evolving from a potluck to a full-fledged town festival. It has been a staple event until it was paused for 7 years due to the increasing costs of shutting down Graton Road for the festival. Now that we have a new Town Square space, we are able to bring the event back!
- **Activities and Features:**
  - Live music performances
  - Local food vendors offering a variety of cuisines
  - A kid's area with activities and games
  - A community parade featuring children and pets, partnered with parents from Oak Grove School
  - T-shirt sales and other memorabilia
  - A raffle to engage the community and raise funds
  - Vendor booths showcasing local businesses and crafts

#### **Expected Participation:**

- We anticipate serving approximately 250-400 individuals from the local community and surrounding areas. This includes families, children, seniors, and local businesses.

## II. Administrative Design Review for Graton Town Square “Phase 0” Development

**Project Overview:** The Graton Town Square project is transforming a vacant lot in downtown Graton into a vibrant, inclusive community space. The first phase of development, referred to as "Phase 0," involves initial beautification and temporary use setup while fundraising for further development continues.

### Scope of Phase 1 Development:

- **Current Use:** The site is currently a vacant lot, formerly a gas station.
- **Proposed Changes:**
  - **Type of Use:** Part-time community space for site visioning/short-term beautification of the center of Graton.
  - **Site Improvements:** Mulching, leveling, planting native drought-resistant species, and ensuring ADA-compliant pathways. Basic utilities like water for irrigation and electrical hookups for events will also be installed.
  - **Structures:** Installation of a mobile storage unit/part-time office (a repurposed shipping container, 8' x 20' x 8.5'), four outdoor picnic tables, and one accessible portable restroom.

### Administrative Design Review (ADR) Needs:

- **Temporary Use Approval:** An ADR is required for the temporary use of the mobile office/storage unit and related site improvements.
- *Future Development: A separate Use Permit and Design Review will be necessary for future phases involving major grading and permanent structures.*

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10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

The Graton Community Services District (GCSD) is seeking a fee waiver for the development and activation of the Graton Town Square project. The GCSD, responsible for essential community services, operates with a financial policy ensuring that sewer rate payer funds remain separate from funds allocated for the Town Square project. We are currently fundraising but do not have any recurring funding that can be used for the Special Event or Administrative Design Review.

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11. Will the organization or agency be charging an entry fee or be requesting a donation for the project/activity/event for which you are requesting a fee waiver/sponsorship? If so, please provide an explanation detailing why the fees to be waived/sponsored cannot be recovered through the entry fee. Please attach to this form and submit with your request.

The GCSD is currently fundraising for general Town Square development but our hope is to continue directing donations towards site safety and community services. During Graton Day we are not charging an entry fee. The fee waiver will allow donations raised to go directly into ensuring the success of Graton Day and other initial community uses.