

**SAN LUIS OBISPO COUNTY HEALTH DEPARTMENT  
DIVISION OF ENVIRONMENTAL HEALTH**

2156 Sierra Way, San Luis Obispo, CA 93401  
Phone: (805) 781-5544 Fax: (805) 781-4211

Temporary Camp Application Checklist

Owner/Lessee: \_\_\_\_\_ Location \_\_\_\_\_

Description: \_\_\_\_\_ Dates of Camp: \_\_\_\_\_

Use the following checklist to verify that all applicable items requiring review are included in the plan. No permit shall be issued until all of the conditions required by this chapter as a prerequisite to the issuance of a permit have been fully complied with and the nonrefundable application fee has been paid.

<input type="checkbox"/>	<i>Temporary Camp Application Requirements</i>	pg	Section Title 8	ok <input type="checkbox"/>	not ok <input type="checkbox"/>	NA <input type="checkbox"/>
	Camp occurs more than 48 consecutive hours and less than 13 consecutive days with 100+ people	2	8.64.010			
	<i>Permit Required-Fee-Other permits</i>					
	Applicant shall obtain a permit from the Health Officer to allow or conduct such a temporary camp	2	8.64.020			
	Application for a permit shall be made in writing to the health officer accompanied by permit fee	2	8.64.020			
	Applicant shall obtain all necessary permits and licenses required elsewhere in this code and by state law	2	8.64.020			
	<i>Permit Application -Contents</i>					
	Application shall show: the owner, lessee, location, description, and area of the premises on which it is planned to conduct the temporary camp	2	8.64.030			
	Application shall show the location, description, and area of all lands to be used for parking or other uses incidental to the temporary camp activity.	2	8.64.030			
	Application shall show the dates when the temporary camp activity is to be conducted	2	8.64.030			
	Application shall have an estimate of the minimum and maximum number of campers and other persons expected and proposed to be present at the temporary camp site	3	8.64.030			
	Application shall have a description of the program and plans for a water supply and facilities	3	8.64.030			
	Application shall have a description of the program and plans for food supply and facilities	3	8.64.030			
	Application shall have a description of the program and plans for sanitation facilities ( including but not limited to sewage garbage, rubbish)	3	8.64.030			
	Application shall have a description of the program and plans for medical and first aid assistance	3	8.64.030			
	Application shall have a description of the program and plans for vehicle parking space	3	8.64.030			
	Application shall have a description of the program and plans for vehicle access	3	8.64.030			
	Provide estimate of the intensity of the sound, in decibels, at the property line of the premises if loudspeakers or sound equipment are to be used.	3	8.64.030			
	Provide provisions for cleanup of the premises and removal of litter after the temporary camp ends	3	8.64.030			
	Provide applicant's name, age, residence, mailing address, telephone number, and legal nature such as individual, partnership, or corporation. If a corporation, the application shall be signed by the president or authorized representative of the corporation and shall contain the names and addresses of all corporate officers. If the application is by a joint venture, the names and addresses of each member of the joint venture shall be included.	3	8.64.030			
	Provide names and addresses of all partners both general and limited	3	8.64.030			
	Provide white background print of a map, to scale, showing the location of the property on which the temporary camp is planned to occur, the location of parking areas, location for other uses incidental to the temporary camp, and points of access to the property	3	8.64.030			
	Provide written agreement permitting use of the premises for temporary camp and parking	3	8.64.030			
	<i>Permit Application-Time for Filing</i>					
	Application for temporary camp with required fee and the required accompanying documents shall be filed not less than 60 days prior to beginning of such temporary camp	3	8.64.040			
	<i>Granting or Denying Permit by Health Officer</i>					
	Health Officer shall consult with the sheriff, planning director, county engineer, county fire warden, and the county environmental coordinator to receive comments and recommendations for the camp	4	8.64.050			
	Assure that the camp complies with all conditions prescribed by the health, fire, and safety requirements and standards of the laws of the state and ordinances of this county	4	8.64.050			
	Assure the temporary camp is located within a land use category that allows temporary events as defined by the land use element of the San Luis Obispo County general plan	4	8.64.050			
	<i>Notice and Appeal of the Health Officer's Decision</i>					
	The permit and notification of the decision to approve, approve with conditions, or deny shall be mailed within 3 days of the decision by the Health Officer	4,5	8.64.060			

	If the Health Officer approves or conditionally approves the camp, the site shall be posted with a "NOTICE OF TEMPORARY CAMP" within 3 days of the decision	5	8.64.060			
	The posted notice shall describe the activity and explain how interested people may obtain information about the camp and the procedures for appealing the Health Officers decision	5	8.64.060			
	See section 8.64.060 for specific procedures in the appeal process	5	8.64.060			
	<i>Temporary Camp Requirements</i>					
	Applicant shall provide a potable water supply from a source approved by the Health Officer	5	8.64.070			
	Applicant shall provide toilet facilities 1:40 and in a 400' radius of each campsite	6	8.64.070			
	Toilet facilities are maintained in a sanitary condition at all times and cleaned at least daily	6	8.64.070			
	Parking area equal to ¼ the maximum number of persons allowed to attend	6	8.64.070			
	Parking area shall be free of flammable material	6	8.64.070			
	Applicant shall provide all exterior/interior access ways at the temporary camp site, parking area, and emergency vehicles	6	8.64.070			
	Applicant shall demonstrate adequate plan for proper storage, collection and disposal of garbage	6	8.64.070			
	Area where camp and parking occurred shall be returned to a litter-free condition within 72 hours	6	8.64.070			
	A camp with 500 or more will require a bond/cash deposit to guarantee litter abatement after use in the amount equal to an estimate of the actual cost to remove and dispose of litter	6	8.64.070			
	Applicant shall use dust control methods to prevent arising of dust to endanger public health/safety	6	8.64.070			
	Applicant is responsible for making adequate plans for medical coverage for all attending the camp	5	8.64.070			
	Exterior noise standards of Section 22.06.040 shall apply to the temporary camp activity	7	8.64.070			
	Received referrals from all partnering agencies	4	8.64.050			

Referrals:

As soon as you receive the "complete" package for the Temporary Camp, forward copies of the submittal to each agency listed.

- County Planning
- County Engineering
- County Environmental Planning
- County Sheriff
- Cal Fire