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September 20, 2024

Chad Davisson  
P.O. Box 534  
Graton, CA 95444

**Re: Notice of Project Status**

File No. ADR24-0058  
Site Address: 9155 Graton Rd, Graton  
APN: 130-151-004

We have completed our initial review of the above referenced application to allow the placement of a shipping container for use as a temporary office and storage area. Pursuant to Government Code Section 65943, Permit Sonoma must notify you that your application is either complete or incomplete. Your application was received on August 23, 2024 and processing has begun. Based upon the information submitted, we have determined that your application is incomplete and cannot be processed until additional information is provided. The following lists the information that will be required prior to initiating further processing of the permit.

**Administrative Design Review Application Requirements ([PJR-059](#))**

1. **Proposal statement**, a comprehensive and detailed description of the current use of the property and the complete scope of all proposed changes and improvements to the site. Include information regarding the type of use, size and height of new structures, all site improvements, and overall lot coverage. Any planned future use of the site must also be described and incorporated on a conceptual basis as part of the current design proposal. In addition, address the following:
  - a. Operations: Hours of operation, number of employees, estimated number of daily visitors.
  - b. Traffic: Estimated trip generation including employee trips, truck trips, and general public trips.
  - c. Construction Methods and Timing: type and extent of construction required, the construction methods, extent of grading, quantities of cuts and fills, location of any deposits or spoils, the duration and hours of construction, and the location of staging areas. Note if any blasting or pile driving is proposed.

*The following is required to complete this submittal item:*

- a. *Operations:*
    - i. *The proposed hours of operation are listed as “during daylight hours”. Please clarify the hours of operation where an employee may be on-site.*
    - ii. *Please include the estimated duration for the temporary use of the storage container.*
  - b. *Traffic: Please revised the estimated trip generation to include the trip to and from the subject property. For example, 1 round trip to the property would be 2 total trips.*
  - c. *Duration and Hours of Construction: Please clarify the expected duration and hours of construction, consistent with the proposed hours of operation. For example, will the monthly volunteer session be under two hours total, or will there be extended hours on-site?*
  - d. *Please clarify if the creation of ADA pathways is proposed for Stage 0 of this project.*
2. **Site plan** meeting the requirements of PJR-129, Site Plan Requirements for Planning Applications. Include a tabulation of the required and proposed lot coverage and parking.

*The following is required to complete this submittal item:*

*Please revise the site plan to show:*

- a. *the location of the proposed café lighting;*
  - b. *the location of any ADA pathways proposed to be added during Phase 0, and any associated landscaping;*
  - c. *the location of any proposed on-site parking, and any adjacent street parking;*
  - d. *the proposed location of any portable toilets;*
3. **Preliminary landscaping plans.** Plans should show location, species, common name, and size of plants to be planted. Landscaping must comply with the Water-Efficient Landscaping Ordinance (WELO) in [Section 7D3 of Sonoma County Code](#).

*The following is required to complete this submittal item:*

*Please confirm if the landscaping areas identified on the submitted site plan are the only areas where landscaping is proposed for Phase 0 of the project. If no additional landscaping is proposed, please update the Proposal Statement to clearly state what landscaping is proposed for Phase 0.*

Please submit all the required information by October 20, 2024. Your cooperation and prompt attention to complete this application would be greatly appreciated.

## Additional Information and Key Issues for Consideration

Staff has identified the following items that will be addressed in the analysis of the project.

- The Construction Methods and Timing section of the submitted project proposal includes 'the installation of signage', and the submitted site plan includes the location of a proposed 'Info Sign'. Signs may be subject to additional permitting requirements, as defined by Article 84 of the Zoning Code; please provide additional details about the dimensions, design, and purpose of the sign(s).
- Per Section 26-86-010 of the County Code, offices are required to provide at least one parking space per 250 sq ft of office floor area, with a minimum of four spaces. Staff is working to determine if this parking standard may be reduced, consistent with Sec. 26-86-010(i) of the County Code.
- Temporary use of a shipping container as a storage building must comply with Permit Sonoma Policy 9-3-6 (see attached).
- Staff has referred this project to Sonoma County Environmental Health; referral comments and/or draft conditions of approval will be provided at a later date.

## Referral Agency Comments

Enclosed for your review are referral agency comments and draft conditions from Permit Sonoma Fire Prevention Division and Building Division. Staff will provide copies of comments from additional referral agencies, including Sonoma County Environmental Health, as they become available. Delays in submitting this information may impact relevant conditions or preclude referral agencies from providing draft conditions of approval necessary for project approval.

We would welcome an opportunity to meet with you and your project team to discuss all items raised in this letter. Likewise, if you have any questions regarding this request or need some clarification or additional time to compile the information, please contact me at (707) 565-6186 or [Mark.Shurvinton@sonoma-county.org](mailto:Mark.Shurvinton@sonoma-county.org).

Sincerely,



Mark Shurvinton  
Project Planner

c: File No. ADR24-0058  
Hannah Spencer, Supervising Planner

Enclosure: Referral Agency Comments/ Draft Conditions  
Permit Sonoma Policy 9-3-6 Sea – Land Cargo Containers as Storage Buildings

# PLANNING REFERRAL

## COUNTY FIRE PREVENTION COMMENTS

**File Number:** ADR 24-0058  
**Site Address:** 9115 Graton Rd, Graton  
**APN:** 130-151-004  
**Local Fire Agency:** Graton FPD  
**State Responsibility:** NO  
**Date:** 09/19/2024  
**By:** Martin L. Price

### Scope:

The Graton Community Services District (GCSD) is spearheading the development of the Graton Town Square, a transformative project aimed at converting a vacation 0.59 acre lot (former gas station) at 9155 Graton Road into a vibrant, inclusive public space. This initiative seeks to address the community's long-term standing need for a central gathering place that fosters social cohesion, promotes regenerative ecology, and stimulates local cultural and economic life.

Administrative Design Review to allow the placement of a shipping container for use as a temporary office and storage area on a 0.59-acre lot.

### Environmental Concerns:

None

### Comments:

Permitting or development approval is subject to the Sonoma County Fire Safety Ordinance (Sonoma County Code). All applications for development approvals must be approved by the Sonoma County Fire Marshal, and shall be accompanied by: plans, engineering calculations, and other data necessary to determine compliance with the provisions of the codes, and shall be in compliance with the following conditions:

*(Ref. California Code of Regulations Title-14, Division 1.5, Chapter 7, Subchapter 2, Articles 1 – 5, & Sonoma County Code Chapter 13, Article IV, Section 13-17 & Sonoma County Code Chapter 13, Article V, Division A, Section 13-24)*

1. Planning Form PRJ-001 indicates the parcel previously had a gas station.  
Contact CUPA to verify if a Phase I environmental site assessment is required, or

if the underground tanks and fuel lines have been decommissioned with permits and inspections. CFC Sec. 5704.2.13 and 5704.2.14, API 1604.

2. The plans indicate a proposed temporary shipping container for office and storage use. Indicate length of proposed time for the *temporary* use. See CFC Sec. 1.11.7 and CBC Sec. 108 for temporary structures and uses.
3. Shipping container shall comply with Permit Sonoma Policy 9-4-6 Sea - Land Cargo Containers as Storage Buildings.

### Conditions:

1. The subject property (*or properties*) must be in full compliance with Building Code regulations, Fire Code Regulations and Hazardous Materials regulations prior to occupancy of the buildings and use of the property without written approval by the fire code official.
  - a. A fire inspection shall be conducted by the Sonoma County Fire Prevention Division to determine if the subject property (*or properties*) is currently in full compliance with applicable Building Code regulations, Fire Code Regulations and Hazardous Materials regulations.
  - b. The Sonoma County Fire Prevention Division may charge and collect a fee for the inspection in an amount, as determined by the county, sufficient to pay its costs of that inspection.

### Operational Permits

1. Applicable Fire Code operational permits shall be obtained prior to the initiation of any activity where an operational permit is required by the California Fire Code as adopted and amended by Sonoma County Code.
2. An annual schedule of special events shall be submitted to Sonoma County Fire for each calendar year, including the maximum number of participants, times and dates.
3. An annual fire safety inspection is required for any facility requiring a Fire Code Operational Permit. The county or fire district which inspects the facility may charge and collect a fee for the inspection from the owner of the facility in an amount, as determined by the county or fire district, sufficient to pay its costs of that inspection.

### Emergency Planning and Response

1. The facility operator shall develop an emergency response plan consistent with Chapter 4 of the 2019 California Fire Code as adopted and amended by Sonoma County Code. Fire safety plans, emergency procedures, and employee training programs shall be approved by the fire code official.

## ACCESS

1. To facilitate locating an emergency and to avoid delays in response; all existing and newly constructed or approved roadways and buildings whether public or private shall provide for safe access for emergency fire apparatus and civilian evacuation concurrently, and shall provide unobstructed traffic circulation during an emergency, and shall be constructed and maintained as required by Sonoma County Fire Safe Standards and the California Fire Code, as adopted and amended by Sonoma County Code.

## Water Supply

1. Emergency water supply for fire protection shall be available and accessible in locations, quantities and delivery rates as specified in the California Fire Code as adopted and amended by Sonoma County Code.
  - a. Fire hydrants shall be installed as required by the California Fire Code as adopted and amended by Sonoma County Code.
  - b. Emergency water supply for fire suppression may be provided in a naturally occurring or manmade containment structure for projects not served by a municipal water system, as long as the specified quantity and delivery rate is immediately provided.

## Vegetation Management

1. Vegetation clearance about buildings in LRA shall comply with Title 24 §3.07

## Occupancy

1. Prior to occupancy, written approval that the required improvements have been installed shall be provided to Permit Sonoma from the County Fire Marshal/Local Fire Protection District.

Date: 9/19/24  
Preparer: Bryan Waters  
Project #: ADR24-0058

**Building Division Comments:**

1. The applicant shall apply for and obtain a building permit from Permit Sonoma for the construction, alterations, and placement of the proposed shipping container being modified and placed as a public accommodation. The building permit shall be issued, inspected, and finalized (or approved for occupancy) prior to use of the proposed structure.
2. The proposed uses and occupancies of all building areas and any occupied outdoor areas shall be accurately identified on the proposed plans. Building areas and outdoor areas shall identify all proposed uses and occupant loads associated with all proposed uses. A room or space that is intended to be occupied at different times for different purposes shall comply with all of the requirements that are applicable to each of the purposes for which the room or space will be occupied. Floor plans, furniture layouts, and associated applicable code justification analyses shall be provided for typical uses and for any proposed special event uses.
3. The means of egress from all proposed occupied areas within the facility (interior and exterior) shall comply with the applicable sections of the California Building Code (CBC). The means of egress and all applicable code provisions shall be adequately justified for all proposed uses and special events proposed. The means of egress shall be continuous to the public way or a designated area of safe dispersal.
4. The proposed plan set shall adhere to all applicable Permit Sonoma submittal requirements and guidelines, as outlined in the [Permit Sonoma Nonresidential and Multifamily Housing Submittal Guidelines](#) informational document.
5. A geotechnical investigation, in accordance with CBC Chapter 18, providing site specific foundation design criteria and other geotechnical recommendations for development.
6. Prior to initiation of the approved use, the project shall comply with the accessibility requirements set forth in the CBC, as determined by the Permit Sonoma Building Division.
7. Adequate plumbing fixtures, in accordance with the California Plumbing Code (CPC) and CBC, shall be provided and justified for the proposed occupant load(s) of the structure and associated facility.
8. The California Business & Professions Code requires plans and calculations affecting egress components, life safety, and structural elements to be prepared by California licensed design professionals (architects, engineers).
9. A registered design professional in responsible charge shall be identified on the building permit application and be responsible for reviewing and coordinating all submittal documents prepared by others, as required by CBC Section 107.3.4.
10. If, after Building Division approval, any changes to plans, drawings, documents or specifications are proposed, they shall be submitted under a revision application and additional review fees shall be assessed. Also, these changes shall be reviewed by all departments involved in the initial approval of the subject plans, drawings, documents or specifications that are proposed for change.

## ***Sea - Land Cargo Containers as Storage Buildings***

### **PURPOSE**

To establish a policy differentiating requirements for temporary vs permanent Sea-Land Cargo Containers used for storage purposes. Additionally, to address occupancies of these types of structures other than that for storage.

### **GENERAL**

This policy supercedes policy # 60.1.39 - *Sea/Land Cargo Boxes as Storage Buildings* dated 11/22/94 from the Building Inspection Department prior to the existence of the Permit and Resource Management Department. Periodically, applicants desire to install 30 foot and 40 foot Sea-Land Cargo Containers for use as storage buildings.

A Sea-Land Cargo Container, (sometimes known as a “Seatrain”) is defined as a prefabricated metal structure designed for use as an individual shipping container in accordance with international standards or a metal structure designed and built for use as an enclosed truck trailer in accordance with Department of Transportation standards.

### **AUTHORITY**

The Building Official shall have the authority to render interpretations of the code and adopt and enforce rules and supplemental regulations to clarify the application of provisions per Section 104.2.1 of the California Building Code.

### **PROCEDURE**

#### **A. Temporary Storage Use.**

1. Occupancy classification shall be that of Group U, Division 1 as defined by CBC Section 312.
2. All standard approvals for a new structure of this size shall be obtained including a site evaluation.
3. A site plan must be submitted conforming to PRMD’s requirements in handout: Minimum Standard Site Plan - PJR-015.

4. All required setbacks for a U-1 Occupancy storage building shall be met.
5. Proposed use shall comply with the requirements and restrictions of a U-1 Occupancy and the storage container shall not be used for any other purpose.
6. The application shall be processed the same as other “U” Occupancies.
7. The permit fee amounts shall be based upon the building valuation using the same unit cost as for a wood framed, private garage.
8. Except in flood hazard areas, cargo containers may be installed on a temporary basis without any foundation. The maximum time a cargo container can be used as a temporary storage building is 360 days. Permits are required for temporary use.
9. Cargo containers shall be designed to withstand a 10 PSF uplift load when located in the floodplain. Cargo containers in the floodplain are not subject to elevation or flood venting requirements. Cargo containers are prohibited in the floodway.

**B. Permanent Storage Containers.**

1. Permanent storage containers are prohibited in flood hazard areas.
2. In addition to complying with all aspects of A. 9. above, cargo containers shall comply with the following:
  - a. Shall be anchored on concrete foundations capable of withstanding all imposed vertical and horizontal loads, the design shall be acceptable to this Department.
  - b. Any alterations to the container shall be designed and detailed by an engineer or architect licensed in the State of California.
  - c. Fire Safe Standards apply for residential projects.

**C. Containers for Occupancies other than Storage.**

1. In addition to complying with all aspects of A & B above, cargo containers shall comply with the following:
  - a. Shall comply with all applicable code requirements for the intended occupancy or use and shall have a code complying exit door, openable from the inside without the use of a key, tool, special knowledge or effort.
  - b. All required setbacks for the container shall be met for the occupancy identified.

- c. Sprinklers are required.

**ATTACHMENTS**

None

**Approved by:**

/s/ Pete Parkinson

**Pete Parkinson, Director**

Lead Authors: DeWayne Starnes, Rick Cowperthwaite



Intranet



Intranet and Internet