

HUTTOPIA SIX SIGMA GLAMPING PROJECT
APN: 012-012-69
LAKE COUNTY, CA

HUTTOPIA SIX SIGMA GLAMPING PROJECT
PROPOSED PROJECT AND OPERATIONS PLAN

PREPARED FOR:



April 2020

Huttopia Six Sigma Glamping Project

APN: 012-012-69

Lead Agency:

***County of Lake
Community Development Department
Planning Division***

255 North Forbes Street
Lakeport, CA 95453

Prepared By:



1117 Samoa Blvd.
Arcata, CA 95521
(707) 798-6438

In Consultation with:

Huttopia Six Sigma, LLC

297, rue Maple
Sutton, QC J0E 2K0

April 2020

Table of Contents

1. PROJECT SUMMARY	1
1.1. PROJECT DESCRIPTION	1
1.2. SITE DESCRIPTION AND ACCESS	2
1.3. LAND USE	4
1.4. LOCAL AND STATE COMPLIANCE	4
1.4.1. Lake County Major Use Permit	4
1.4.2. Lake County Building Division	4
1.4.3. Lake County Environmental Health Department	4
1.4.4. Lake County Air Quality Management District	4
1.4.5. State Water Resources Control Board – Public Water System	4
1.4.6. California Department of Housing and Community Development	5
1.4.7. Cal Fire	5
1.4.8. California Department of Fish and Wildlife	5
1.5. CULTURAL RESOURCES	5
1.6. CONSTRUCTION	5
2. OPERATIONAL REQUIREMENTS.....	6
2.1. HOURS OF OPERATION	6
2.2. STAFFING REQUIREMENTS.....	7
2.3. OPERATIONAL PROCEDURES	8
2.3.1. Camper Check-in and Check-out.....	8
2.3.2. Campers with Special Needs.....	8
2.4. EMPLOYEE TRAINING	8
2.5. WORKERS’ RIGHTS AND SAFETY	8
2.6. EMPLOYEE FACILITIES	8
2.7. GUEST FACILITIES	9
2.8. SITE ACCESS PLAN	9
2.9. PARKING PLAN	9
3. GUEST CONDUCT.....	10
3.1. QUIET TIME AND NOISE	10
3.2. SAFETY AND SECURITY	10
3.2.1. SITE SAFETY	10
3.2.2. EMERGENCY PROCEDURES	10
3.3. TRASH AND GARBAGE.....	11
3.4. PET POLICY	11
3.5. SMOKING POLICY	11
3.6. PROHIBITED ITEMS.....	11
3.7. CONSEQUENCES.....	11
4. SECURITY AND LIGHTING PLAN.....	12
4.1. PERIMETER SECURITY	12

PROPOSED PROJECT AND OPERATIONS PLAN

HUTTOPIA SIX SIGMA GLAMPING PROJECT

4.2. VIDEO SURVEILLANCE	12
4.3. LIGHTING PLAN	12
5. WASTE MANAGEMENT PLAN	12
5.1. TRASH MANAGEMENT	12
5.2. WASTEWATER MANAGEMENT	12
5.3. HAZARDOUS WASTE MANAGEMENT.....	12
6. FIRE PROTECTION PLAN	13
6.1. ASSIGNMENT OF RESPONSIBILITY	14
6.2. GOOD HOUSEKEEPING.....	15
6.3. MAINTENANCE.....	15
6.4. TRAINING	15
7. TRAFFIC	16
8. WATER SUPPLY AND DEMAND	16
9. ONSITE DRAINAGE AND SOILS	16
10. STORMWATER MANAGEMENT	17

APPENDICES

Appendix A: Development Plan, Preliminary Grading and Erosion Control Plan

Appendix B: Development Conceptual Details and Illustrations

Appendix C: Lot Line Adjustment Map for Six Sigma Ranch and Winery

Appendix D: USGS StreamStats and Bentley FlowMaster Results for Asbill Creek 100-year Peak Flow Event

1. PROJECT SUMMARY

1.1. PROJECT DESCRIPTION

Huttopia Six Sigma, LLC (Huttopia) is applying for a Major Use Permit for the Huttopia Six Sigma Glamping Project (project). The project is proposed to be developed on the Six Sigma Ranch and Winery property at 13444 Spruce Grove Road (APN 012-012-69) in Lower Lake, California. The applicant currently owns and operates numerous glamping destinations throughout Europe, Canada, and the United States. Huttopia develops and operates glamping destinations with an emphasis on a low impact, light development footprint that preserves the native setting and putting guests in direct contact with nature. Huttopia offers platform tents and cabin accommodations with full linen service and portable kitchens. There are no services for motorhomes or trailers.

The proposed project would include the development of facilities associated with a glamping destination, including lodging units, employee housing, central facilities, swimming pool, on-site water and sewer, and other support facilities as shown on the Development Plans (Appendix A) and summarized in detail below. The overall site layout, including drainage buffers and grading setbacks, is provided on Sheet D3. For ease of review, the site is divided into nine (9) zones with the details of each zone on a separate sheet. The layout within each zone is provided on Sheets D3.1 through D3.9. Construction staging is provided on Sheet D4. Proposed grading and erosion control, existing and proposed roads/trails/parking, road and pedestrian crossings, and typical details are provided on the Preliminary Grading and Erosion Control Plan, Sheets C0 through C7. Proposed exterior lighting is provided on Sheets L0 through L2. Fire evacuation routes are summarized on Sheet F0.





The proposed project would include the development of proposed facilities, including:

- One hundred and twenty nine (129) tents/cabins, ranging in size between 215 ft² and 400 ft², placed on wood platforms, ranging in size between approximately 460 ft² and 940 ft². Tents and cabins would accommodate up to 487 glampers. The amount, size, and capacity are summarized below. Conceptual illustrations and elevations are provided in Appendix B.

Tents without bathrooms

- Thirteen (13) Canadienne Tents (capacity: 5 person, dimensions: 18.4 ft x 24.9 ft) 

Tents/Cabins with bathrooms (cabins also have small kitchens)

- Fifty nine (59) Family Trappeur Tents (capacity: 5, dimensions: 20.0 ft x 33.1 ft) 
- Twenty one (21) Trappeur Duo Tents (capacity: 2, dimensions: 16.4 ft x 32.8 ft) 
- Thirty four (29) Toronto Cabins (capacity: 5 dimensions 19.0 ft x 22.0 ft) 
- Seven (7) Liberty Cabins (capacity: 4, ADA compliant, tent dimensions 30.5 ft x 30.8 ft) 

Note: Cabins will be offered full linen service. Linens will not be washed onsite; linens will be taken offsite to a local linen service company.

- An approximately 1,300 ft² Life Center, centrally located, to provide guest reception, an activity center, and restaurant. Adjacent to the living center will be an event tent, outdoor swimming pool, playground, and kids splash pad. (See Appendix A, Sheets D3.1 and C4 and Appendix B)
- A spa area with hot tub, sauna, massage tent, and showers. The spa area will be fenced. (See Appendix A, Sheet D3.5 and Appendix B)
- A bathhouse will be provided to serve the Canadienne Tents without bathrooms (See Appendix A, Sheet D3.6 and Appendix B)

PROPOSED PROJECT AND OPERATIONS PLAN

HUTTOPIA SIX SIGMA GLAMPING PROJECT

- Staff housing to accommodate 1 manager and their family in an approximately 1,200 ft² home, 1 assistant manager and their family in an approximately 600 ft² home, and employee housing to accommodate 18 employees. The employee housing will be in Trappeur type (or similar) tents. Employees will use a shared kitchen and bathroom located near their housing. All staff housing will be set back from the entrance road and screened from the entrance road. (See Appendix A, Sheet D3.7 and Appendix B)
- An approximately 3,200 ft² technical services building located near the employee housing. The technical service building will be used to store golf carts (or similar), housing for emergency/temporary generator(s), maintenance facility workspace. (See Appendix A, Sheet D3.7 and Appendix B)
- Five (5) conveniently located gravel vehicle parking areas that will provide a total of 172 parking spaces: 164 standard and 8 ADA accessible. Parking is also provided for bicycles and motorcycles. (See Appendix A, Sheets D3.1, 3.2, 3.3, 3.7, and 3.9 and Sheets C2 and C3)
- Onsite water would be provided by a new well and an additional backup well. Well water would be pumped to and stored in the proposed 300,000-gallon water storage for both domestic and fire. (See Appendix A, Sheet D3.5 and Sheet C4)
- Wastewater would be treated via new, onsite septic systems. Potential septic leach field locations have been identified on the Development Plan. The sanitary sewer system will include an underground gravity pipe network, septic tanks, and leach fields. (See Appendix A, Sheets D3 through D3.9)
- Solid waste storage facilities will be provided at two locations that provide adequate vehicular access. The main solid waste facility (two, 20-yard bins) across the entrance road from the technical services building. A secondary waste facility (two, 4-yard bins) will be located adjacent to the Life Center. The solid waste storage will be fenced and fully enclosed. (See Appendix A, Sheet D3.1)
- Electrical services would be provided by PG&E. There is an existing service at Six Sigma Ranch and Winery. A utility connection will be made with PG&E to service the project. Solar will be considered to augment electrical demand.
- Utility lines (water, wastewater, electrical) will be placed in trenches that will road and trail system as much as possible. (See Appendix A, Sheets D3 through D3.9 and Sheet C6 for trench details).
- Fire risers are proposed throughout the project area as shown on the Development Plans. Site vegetation will be cut-back, trimmed, and maintained per local and state fire standards. An SRA turnaround is provided onsite (See Appendix A, Sheets D3 and D3.1)
- Access to the site is provided via an existing, private gravel road. Existing dirt trails and roads throughout will be upgraded for access to the project areas. Details are provided on Sheet C6 in Appendix A.
- There are two small signs proposed as shown on Sheet D5 in Appendix A. One sign will be at the entrance from Spruce Grove Road and the other will be at the entrance to the first parking area.
- Construction is anticipated to occur over three construction seasons. As shown on Sheet D4 in Appendix A, Area 1 will be constructed during the 2021 construction season, Area 2 will be constructed during the 2022 construction season, and Area 3 will be constructed during the 2023 construction season.

1.2. SITE DESCRIPTION AND ACCESS

The project is proposed to be developed on the Six Sigma Ranch and Winery property at 13444 Spruce Grove Road (APN 012-012-69) in Lower Lake, California (Figure 1). The proposed project will occur on approximately 168 acres of APN 012-012-69 as shown on the Development Plans. No development is

PROPOSED PROJECT AND OPERATIONS PLAN

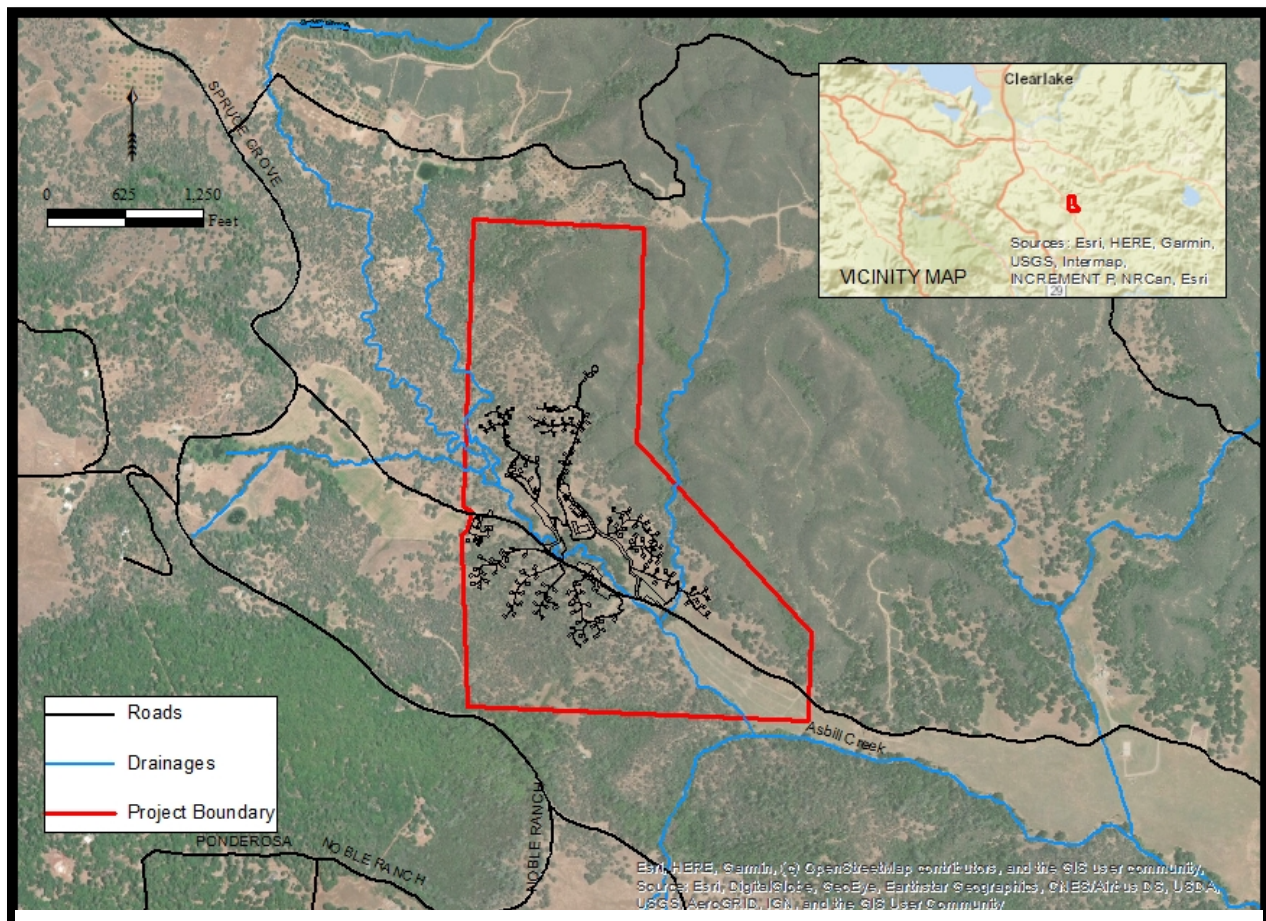
HUTTOPIA SIX SIGMA GLAMPING PROJECT

proposed outside of this project area. A Lot Line Adjustment is being conducted to create a distinct area for the project. The Lot Line Adjustment exhibit is provided in Appendix C.

Under existing conditions, the project area has multiple existing dirt roads and trails running through it (see Appendix A, Sheet D1). Six Sigma Ranch and Winery offers a full schedule of special events including multiple themed parties, dinners, wine tasting, and private tours.

Guests traveling to the project site will access the region via California State Highway 29 to Spruce Grove Road. A small sign at the Six Sigma Ranch and Winery entrance will direct guests to the project site. Access to the project site from Spruce Grove Road is approximately 0.5 miles down the existing Six Sigma Ranch and Winery gravel road, an existing gravel road used by employees and guests of the ranch and winery. The existing gravel road parallels Asbill Creek and crosses the creek at an existing wooden bridge that marks the southwestern boundary of the area to be developed. Visitors will drive down the existing gravel road to the main parking lot identified by a small “totem” sign at the lot entrance (left, crossing a new bridge over Asbill Creek). From this parking lot, the visitors can follow a pathway a short distance to the common area where the Life Center, pool and playground will be located (see Appendix A, Sheets D0 through D3).

The project site is located in an area of rolling hills and flat land with ground elevations ranging from 1,400 ft to 1,500 ft above sea level. Asbill Creek, an intermittent stream, is the property’s primary surface water drainage course and flows through the center of the site in the southeasterly direction into Soda Creek approximately three (3) river-miles to the west. Soda Creek drains to Putah Creek, Lake Berryessa, and



then ultimately into San Francisco Bay. Asbill Creek flows through a narrow open valley at the base of the surrounding hills. Several seasonal drainages drain into Asbill Creek. These drainages flow with moderate intensity during the winter months and are mostly dry throughout the rest of the year. A lot of the valley is characterized by open grass land with scattered trees. The vegetation in the area is mainly oaks, pine, native understory and natural grasses. Historically, the area has been used for livestock grazing, vineyards, and firewood production.

1.3. LAND USE

The Six Sigma Ranch and Winery property is zoned Rural Residential (RR) and Rural Lands (RL) and has a land use designation of Rural Residential (RR) and Rural Lands (RL). Land uses surrounding the project area are comprised of agriculture, timber, and scattered rural residences. The proposed project will occur completely within the RR zone. Campgrounds are permitted in RR zones. (See Appendix A, Sheet D2)

1.4. LOCAL AND STATE COMPLIANCE

1.4.1. LAKE COUNTY MAJOR USE PERMIT

Huttopia Six Sigma, LLC applied for a Major Use Permit in May 2018. Major Use Permit suggested findings were provided at that time demonstrating the project's conformance with Lake County Zoning Ordinance. Refer to the Huttopia Six Sigma Project Description and Suggested Findings submitted to the County on May 14, 2018.

1.4.2. LAKE COUNTY BUILDING DIVISION

This project is considered a Special Occupancy Park and thus, is under the jurisdiction of the California Department of Housing and Community Development (HCD) who will be issuing all building permits for the project.

1.4.3. LAKE COUNTY ENVIRONMENTAL HEALTH DEPARTMENT

All necessary food operation permits will be obtained by either the Lake County Health Department or HCD, whichever has jurisdiction over food operations for Special Occupancy Parks.

Typically, a County with an approved Local Area Management Program (LAMP) would provide local approval for Onsite Wastewater Treatment Systems (OWTSs) designed for less than 10,000 gallons per day (gpd). Since the County does not have an approved LAMP at this time, the County will be responsible for approval for systems that less than 2,500 gallons per day and the state would be responsible for OWTSs larger than this. See below larger OWTSs.

1.4.4. LAKE COUNTY AIR QUALITY MANAGEMENT DISTRICT

All necessary permits to house and operate an emergency, backup generator, onsite.

1.4.5. STATE WATER RESOURCES CONTROL BOARD – PUBLIC WATER SYSTEM

Public Water System - The onsite water system qualifies as a Transient Public Water System and will require a domestic water supply permit from the State Water Resources Control Board Division of Drinking Water.

Onsite Wastewater Treatment Systems - Compliance with the State Water Resources Control Board Order, WQ 2014-0153-DWQ, General Waste Discharge Requirements for Small Domestic Wastewater Treatment Systems, will be obtained for all OWTSs greater than 2,500 gallons per day.

Construction – Since the project will disturb more than one (1) acres of soil during construction, the project will obtain coverage under the General Permit for Discharges of Stormwater Associated with Construction Activity, Construction General Permit Order 2009-0009-DWQ.

1.4.6. CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

The proposed project falls under the jurisdiction of the State of California Department of Housing and Community Development (HCD) and is regulated by the Special Occupancy Park Act, Health and Safety Code, Division 13, Part 2.3. The Special Occupancy Parks Act establishes requirements of park operators and enforcement agencies, including HCD, and requires HCD to develop and enforce both the regulations and the laws. The Special Occupancy Park regulations and requirements are contained in Title 25, Division 1, Chapter 2.2 of the California Code of Regulations. The regulations include specific requirements for park construction, maintenance, use, occupancy, and design. Also included are requirements for items such as lighting, roadways, grading, electrical, plumbing, fire protection, plans, permits, and accessory structures and buildings. Details are available at <https://www.hcd.ca.gov/manufactured-mobile-home/mobile-home-parks/laws-and-regulations.shtml>

Given that the proposed project falls under HCD's jurisdiction, project building and grading permits will be obtained through the HCD Application to Construct or Reconstruct Parks and/or Park Building Facilities.

1.4.7. CAL FIRE

The subject property is located within a State Responsibility Area (SRA) for fire protection. Several improvements are proposed in order to meet SRA requirements, including designating a fire turn-around and pull-out area for emergency vehicles, and management of trees and vegetation around existing structures to maintain the required 100-foot defensible space. All structures on the property meet the 30-foot SRA setback requirement from property lines. Fire storage and risers are proposed that meet SRA specifications for firefighting purposes.

1.4.8. CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE

The applicant will submit a Lake and Streambed Alteration Notification for the proposed stream/drainage crossings on the project site. The potential locations requiring notification are shown in Appendix A on Sheet D3.

1.5. CULTURAL RESOURCES

A Cultural Resources Reconnaissance Report was prepared in March 2018 and submitted to the County. An addendum to this report was prepared in March 2020 to expand the analysis area. No archaeological sites were discovered and the possibility of buried or obscured cultural resources do not exist. If buried archaeological or historical resources are encountered during construction, the applicant or contractor temporarily halt construction, and a qualified archaeologist is to be contacted to evaluate the materials. Prehistoric materials may include obsidian or chert flakes, tools, locally darkened midden soils, groundstone artifacts, dietary bone, and human burials. If human burial is found during construction, state law requires that the County Coroner be contacted immediately. If the remains are found to be those of a Native American, the California Native American Heritage Commission will then be contacted by the Coroner to determine appropriate treatment of the remains. The applicant is ultimately responsible for ensuring compliance with this condition.

1.6. CONSTRUCTION

The project will be constructed over three construction seasons as shown on Sheet D4 in Appendix A. Areas 1, 2, and 3 will be constructed during the 2021, 2022, and 2023 construction seasons, respectively. The majority of the proposed grading will occur during the 2021 season. The Preliminary Grading and

PROPOSED PROJECT AND OPERATIONS PLAN

HUTTOPIA SIX SIGMA GLAMPING PROJECT

Erosion Control Plan is shown on Sheets C0 through C7 in Appendix A. No soil hauling on or off site is expected during construction.

During the 2021 construction season, there will be up to approximately 30 to 40 construction workers. Truck deliveries are expected to occur, on average, every two days throughout the construction season. Construction is expected to take 6 to 8 months. Construction dates will be dependent on weather.

During the 2022 and 2023 construction seasons, there will be up to approximately 20 to 30 construction workers. Truck deliveries are expected to occur, on average, every three days throughout the construction season. Construction is expected to take 4 to 6 months for each area. Construction dates will be dependent on weather.

Construction staging areas are shown on Sheet D4 of the Development Plans. Construction vehicles and equipment will be stored in these areas.

Tents and cabins will be assembled on wooden platforms. The wooden platforms, per HCDs requirements, will be built on pier and post (or similar) foundations. Due to the simplicity of construction, siting of the wooden platforms is flexible. The wooden platforms will be sited, placed, and oriented in the field to minimize impacts, avoid Oak Tree drip lines, and avoid removal of trees with diameters greater than 4-inches.

Grading for roads, trails, and buildings is will occur outside of drainage buffers and grading setbacks and/or within areas where there are existing trails and roads.

Access to the site will be from Spruce Grove Road.

Best management practices (BMPs) for erosion control during construction include the placement of fiber rolls, silt fences, and jute mats. Erosion control details and notes are provided on Sheet C7.

Refer to the Water Supply and Demand Assessment prepared for the project regarding supply and demand during construction.

Only minor vegetation clearing for clearing and grubbing and fire safety is proposed. No trees greater than 6-inches in diameter will be removed. Final siting of tents and cabins will be done so that no trees will be impacted and to optimize access, shading, privacy, and views.

2. OPERATIONAL REQUIREMENTS

Huttopia Six Sigma, LLC shall comply with all applicable federal, state and local laws and regulations governing California Employers, including all OSHA standards.

2.1. HOURS OF OPERATION

In the table below, you will find an example of the normal shifts anticipated for our regular employees over a period of one week. Several roles may require employees to work 2 shifts in one day, with a two-hour interval. This timetable is representative of staffing requirements during peak season operation.

Two full-time Front Desk Receptionists will rotate to cover shifts from 8am to 8pm every day of the week during peak season and 8am to 6pm during the low season. During low season, from Monday to Thursday, between 12pm and 2pm, the front desk is closed. When a front desk clerk is not available or during an unusual rush, a manager will take over responsibilities at the reception.

Four Housekeepers, working 30 hours per week each, are required during peak season. There are three different shifts that can be worked by housekeepers, as indicated in the timetable: 7am-1pm; 9am-3pm; 11am-5pm. Laundry will be washed offsite using a local vendor.

PROPOSED PROJECT AND OPERATIONS PLAN

HUTTOPIA SIX SIGMA GLAMPING PROJECT

Two full-time Maintenance workers are needed and are responsible for the cleaning and maintenance of sites, beach and play area, public areas, roadways, and litter pick-up within the campground.

During peak season, the bistro/restaurant and bar is opened every day from 8am to 10pm and requires 5 full-time and part-time workers. It is anticipated that during low season, the campground bistro will be open from Friday to Sunday.

A full-time camp counsellor will be hired during peak season, and on weekends during low season. Shifts will vary based on the scope of organized activities.

	Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
Front Desk (x2)			8:00	12:00	08:00	12:00								
	14:00	20:00	14:00	20:00	14:00	20:00					14:00	20:00	14:00	20:00
Front Desk (x2)	08:00	14:00					08:00	12:00	08:00	12:00	08:00	14:00	08:00	14:00
							14:00	20:00	14:00	20:00				
HSK 1					07:00	13:00	07:00	13:00	07:00	13:00	09:00	15:00	07:00	13:00
HSK 2	07:00	13:00					11:00	17:00	11:00	17:00	11:00	17:00	11:00	17:00
HSK 3	09:00	15:00	07:00	13:00					09:00	15:00	07:00	13:00	09:00	15:00
HSK 4	11:00	17:00	11:00	17:00	11:00	17:00					09:00	15:00	09:00	15:00
Maintenance (x2)	08:00	13:00	08:00	13:00					08:00	13:00				
	15:00	20:00	15:00	20:00					15:00	20:00			15:00	20:00
Maintenance (x2)					08:00	13:00	08:00	12:00			08:00	13:00	08:00	14:00
					15:00	20:00	15:00	20:00			15:00	20:00		
Restau 1 (x2)	08:00	14:00					08:00	14:00	08:00	14:00	08:00	14:00	08:00	14:00
Restau 2 (x2)			08:00	14:00	08:00	14:00							08:00	15:00
	14:00	22:00									14:00	21:00		
Restau 3 (x2)														
			14:00	22:00	14:00	22:00	14:00	22:00	14:00	22:00	18:00	22:00		
Cook 1														
	14:00	22:00	18:00	22:00	18:00	22:00					14:00	22:00	14:00	22:00
Cook 2														
	18:00	22:00	14:00	22:00	14:00	22:00	18:00	22:00					18:00	22:00
Counselor			09:00	12:00	09:00	12:00	09:00	12:00	09:00	12:00	09:00	12:00	09:00	12:00
			14:00	17:00	14:00	17:00	14:00	17:00	14:00	17:00	15:00	17:00	15:00	17:00
			18:00	20:00			18:00	20:00	18:00	20:00				

2.2. STAFFING REQUIREMENTS

The proposed project is expected to employ up to 8 full-time workers year-round with additional part-time and/or seasonal workers as needed. At any given time, there may be up to 23 employees (1-manager, 1-assistant manager, and 21-staff) located on the project site at once, to accommodate peak demand.

A full-time, year-round Site Manager will be the designated responsible person-in-charge for the campground for any and all health, safety, and regulatory issues. This Site Manager will live onsite. He/she will be assisted by the Assistant Site Manager, who will also live onsite.

2.3. OPERATIONAL PROCEDURES

2.3.1. CAMPER CHECK-IN AND CHECK-OUT

Huttopia Six Sigma guests will park their vehicles in one of the parking lots and walk up to the registration area to check in. Upon check in, campers will be assigned a camp spot within the campground, and will be directed to their assigned tent or cabin site. Campers will be offered hand drawn wagons to load their suitcases, bags, and personal goods out of their cars for transport of these items up to their tent or cabin accommodation site.

2.3.2. CAMPERS WITH SPECIAL NEEDS

Intercoms will be conveniently located within each parking area so that campers with special needs can request assistance. Staff will be available to drive campers, using motorized carts, from the parking areas to the registration areas. In addition, campers with special needs will be provided a phone or similar device so that they are able to contact staff for assistance. ADA accessible tents have been conveniently located throughout the park with easy access to trails.

2.4. EMPLOYEE TRAINING

Individual training arrangements will be made based on the new hire's role and will be more concrete once the site is operating and tasks become more standardized. Management's priority, before standardized tasks are implemented, will be to train employees on safety and security measures.

All employees will be trained on proper safety procedure including fire safety:

- Use of rubber gloves and respirators
- Proper hand washing guidelines
- Protocol in the event of an emergency (details found in 12.2 Safety and Security)
- Contact information for the local fire department, CAL FIRE, Humboldt County Sheriff and Poison Control will be posted at the employee restroom
- Each employee is provided with a written copy of emergency procedures and contact information. The material safety data sheets are kept on site and accessible to employees. Huttopia Six Sigma will follow all OSHA requirements.

2.5. WORKERS' RIGHTS AND SAFETY

Employees will be entitled to all state rights as outlined in the 2020 California Employment and Labor Laws.

In addition, our project offers employees the possibility to be housed on site and to take advantage of other unique benefits, depending on the role they are hired in (ex: company cell phone, car/mileage allowance...). Employees are also allowed to use guest facilities outside of their working hours, based on availability and crowds. They may also receive up to 30% off food and beverages from the bistro.

2.6. EMPLOYEE FACILITIES

Onsite employee housing and parking will be provided and is located at the project entrance (see Appendix A, Sheet D3.1).

The site employees filling the positions in the timetable above will have the option of free, onsite housing if needed. This **staff housing area** can accommodate up to 20 workers at one time. 6 temporary tent structures will be installed for this purpose: 5 structures will be designed as bedroom quarters, with a capacity of 4 employees per structure. The 6th structure will be used as a common kitchen. Next to the 6 temporary tent structures are bathrooms, lockers and an employee lounge.

The Assistant Manager's studio is located east of the staff housing area. This 600 square foot studio includes its own bathroom and kitchenette. The Assistant Manager is a permanent position and the person who fills this role must live on site.

The Manager's house is located northeast north of the Assistant Manager's studio. This 3-bedroom, 1200 square foot home is fully equipped with a full-size bathroom and kitchen. The Manager is a permanent position and the person who fills this role must live on site.

2.7. GUEST FACILITIES

The Life Center is the central location of the site and is the main recreational facility for guests. It will include a sitting area, bistro, bar and a boutique, which also acts as a convenience store. There will be two bathrooms in the Life Center, which will be accessible from the outside, and also accessible to guests using the outdoor play area. The Life Center will be unlocked from 8am to 10pm every day during peak season, with bistro and bar hours varying with the busyness of the season. The front desk reception used for check-in and check-out is also located in the Life Center; there is a front desk clerk available from 8am to 6pm during low season and 8am to 8pm during peak season.

Just south of the Life Center is the **outdoor play area**, made up of a pool, a water play park for children and a playground. The pool and water splash area are open to guests from 9am to 7pm during high season and 10am to 5pm during low season.

- The entire fenced **pool section** covers an area of approximately 80 by 60 feet, including the surrounding deck and sitting area of the pool, and can accommodate a maximum of 50 guests. The depth of the pool will range from 3 to 5 feet deep.
- Below the pool area will be a **water splash area** / splash pad for children, which will cover an area of approximately 80 by 40 feet and can accommodate up to 30 children at any time.
- The **playground** is located on the west side and shares a fence with the pool and splash pad.

The **campground spa** is situated in the north section of the site, above all other facilities and accommodations, in the forested area away from infrastructure. It is accessible by the pedestrian path or by the site's golf cart. The spa is made up of a hot tub, two saunas, a massage tent, showers and a changing room.

There is one stand-alone **bathhouse** located on the site (in addition to the guest bathrooms found in the Life Center and in the spa changing rooms). This bathhouse is reserved for guests staying in the accommodations without a toilet and shower, specifically the Canadienne's. It is placed below these accommodations and is accessible by the pedestrian path. It will include 4 bathroom stalls and 2 showers.

Refer to Sheets D0 through D3.9 in Appendix A.

2.8. SITE ACCESS PLAN

Guests and staff access the site via the existing Six Sigma Ranch and Winery driveway, which is accessible from Spruce Grove Road (Appendix A, Sheet D0). There will be a small sign at the driveway entrance.

The access driveway road is a 15ft-wide gravel driveway that passes through the site from west to east. This is the only road on site that guests can use to enter and exit the site by car.

2.9. PARKING PLAN

Five (5) conveniently located gravel vehicle parking areas that will provide a total of 172 parking spaces: 164 standard and 8 ADA accessible. Parking is also provided for bicycles and motorcycles.

At the entrance of the workers' quarters is the **employee parking lot** with parking spaces reserved for employees.

In addition to the employee parking lot, **four additional gravel parking lots are reserved for guest usage.** Each of these lots services its own zone of accommodations and is accessible via the Six Sigma Ranch and Winery Driveway.

Refer to Sheets D0 through D3.9 in Appendix A.

3. GUEST CONDUCT

3.1. QUIET TIME AND NOISE

During regular hours, all guests and staff on site are urged to avoid noises and discussions that may be disturbing to neighbors. Noisy devices and machinery, such as loud music, should also be kept to a minimum. Quiet hours are between 10pm and 7am.

3.2. SAFETY AND SECURITY

3.2.1. SITE SAFETY

Open fires and personal barbecues (wood, coal, etc.) are strictly forbidden. Stove tops found in the accommodation should be maintained in good working condition and should not be used in hazardous situations (under a tent, near a vehicle or during heavy winds).

Extinguishers are available throughout the site if needed. A first aid and emergency safety kit are also available at the reception of the campground.

Guests are responsible for maintaining the state of their accommodation and ensuring that their belongings are kept secured. They also have the responsibility of alerting management if they are witness to any suspicious activity. Guests are encouraged to take reasonable precautions to safeguard their personal belongings. The front gate code will be given to guests upon arrival. It is a confidential code and should not be shared with people outside of the campsite.

Campground management is under general obligation to monitor and supervise the site. During every weekly team meeting, the campground manager or his assistant must go over the emergency security instructions with the group to assure readiness for any possible event.

3.2.2. EMERGENCY PROCEDURES

In case of any emergency, guests must notify management of the situation immediately.

In case of fire, keep calm, switch off energy meters (gas and electric), call 911 and notify the campground reception immediately. Try to extinguish or control the fire by using the appropriate measures within your abilities, by tackling the flames from the bottom up. Extinguishers and fire hoses are available if needed. Use extinguishers as instructed and refrain from crowding the areas where they are located.

In the event of the alarm signal being activated, and per instructed, lead your family or group to safety using the evacuation plan (posted in the bathhouse and the Life Center). The evacuation plan is designed based on the zone you are in (appropriate meeting points) and provides green directional arrows, which indicate the nearest emergency exits. Evacuate your assigned zone calmly and do not leave any group members behind. Look for campground employees, as they are trained to lead guests to safety.

In the event of a storm: Stay calm and try to stabilize all campsite equipment (canvas roofs, tents, etc.) and remove all outdoor accessories. Do not use stove-tops or fire-inducing equipment during periods of high wind.

To facilitate emergency procedures: Upon arrival, consult the evacuation plan for your zone found at the bathhouse and Life Center and acknowledge the exits and paths to get you there. Always keep clear of the exists. Do not park your vehicle in the designated lanes and areas for fire truck circulation.

3.3. TRASH AND GARBAGE

A trash enclosure, including recycling bins, is located at the entrance of the campsite (on the west side) and can be used by guests at any time.

Guests are responsible for bringing their garbage to this assigned trash enclosure. A cleaning fee will be imposed if an unreasonable amount of garbage remains in and around the accommodation after check-out.

We ask that guests do not dump untreated water (dish water, oily/greasy wastewater) on the grounds of the site, as it has a negative impact on the environment and can be harmful if it is consumed by wildlife. For guests staying in accommodations without running water, there are cleaning stations located at the bathhouses nearest to these accommodations. Guests staying in these accommodations must wash their dishes and dispose of used or untreated water in these designated cleaning stations.

3.4. PET POLICY

Dogs on a leash and service animals will be allowed. Dog owners are responsible for removing dog's waste and disposing of it in a garbage can.

3.5. SMOKING POLICY

Smoking is strictly prohibited in all buildings on the campground and in all accommodations. California law also indicates that smoking is prohibited within 20 feet of entryways and windows of public buildings. This perimeter will also apply to the pool area which is smoke-free.

The state of California has banned smoking within 25 feet of all outdoor playgrounds and areas designated for children. This applies to the playground and water play park, which are located in the center on site, just south of the Life Center.

We also ask that guests not throw or deposit of cigarette or joint butts on the grounds. They present an extremely high risk of forest fire ignition. Additionally, composites of cigarettes include toxins which are damaging to the vegetation and dangerous if consumed by the wildlife. Cigarette butts are also very slow to degrade into the environment and disrupt the aesthetic appeal of our site.

3.6. PROHIBITED ITEMS

The use, display, and possession of **firearms, air arms, paint ball guns, fireworks, explosives, weapons and illegal drugs or substances** is strictly prohibited.

Violation of this rule will result in immediate eviction and removal from the property without refunds. Campground management reserves the right and obligation to contact authorities if they judge it necessary.

Candles, incense and essential oils are also prohibited. These items pose a fire hazard and should not be used in the accommodations or anywhere on site.

3.7. CONSEQUENCES

In the event that a guest disturbs other guests' stay or not respect these rules (alcohol abuse, drug use, etc.), the campsite manager or his associate has the right to give a verbal or written notice to the person or group in question, if they judge it necessary. In the event of a severe or repetitive violation of these rules (even after a formal notice), management reserves the right to terminate the contract and evict the concerned guest or guests from the campground. In the event of a criminal offence, management has the right and obligation to contact authorities.

4. SECURITY AND LIGHTING PLAN

4.1. PERIMETER SECURITY

There is an existing fence along the projected western lot line and a cattle guard and fence along the eastern lot line. No new fencing is proposed.

4.2. VIDEO SURVEILLANCE

There will be no video surveillance onsite.

4.3. LIGHTING PLAN

The lighting plan is provided in Appendix A on Sheets L0 through L3. Trails will be lit at night with approximately 3-foot tall bollard lights (approximate spacing and details provided in the Preliminary Lighting Plans). For limited evening hours, areas around the Life Center, Pool, Bathhouse, and Spa will be lighted to illuminate an approximately 30-foot wide area to a level of only 10-foot-candles, using fixtures mounted to the buildings and shaded to face only downward. All lighting will project light downward and comply with recommendations of “darksky.org”, local ordinances, and the HCD.

5. WASTE MANAGEMENT PLAN

5.1. TRASH MANAGEMENT

All waste generated from the project will be collected and deposited into two centrally located facilities. The main facility will be located in an enclosure at the site entrance. A secondary facility will be located in an enclosure adjacent to the Life Center.

Waste pickup, from a local waste management company will occur weekly, or as needed and will be picked up from the main facility located off the existing Six Sigma Ranch and Winery driveway.

Waste generated from guest activities will be collected daily and stored in one of the two designated enclosed area(s). Recycling will be encouraged; employees and guests will be encouraged to separate recycling and dispose of it in the appropriate container. Recycling would be stored at one of the two trash enclosures and picked up as needed by a local waste management company.

5.2. WASTEWATER MANAGEMENT

Multiple, onsite wastewater treatment systems (OWTSs) are proposed. Proposed wastewater septic tank and leachfields will be permitted and installed in the potential locations shown on Sheets D3.0 through 3.9 in Appendix A. The wastewater collection system will include piping from all accommodations and facilities in the project area. All wastewater facilities will meet County and Central Valley Regional Water Quality Control Board standards for development and operations, including setbacks from wells, streams, and drainages.

5.3. HAZARDOUS WASTE MANAGEMENT

No hazardous materials equal or greater than 55-gallons of liquid, 500-lbs of solid, or 200-cubic feet of compressed gas will be stored onsite.

No pesticides or hazardous cleaning projects will be used. The pool will use a salt-based disinfection system, supplies will be stored in the technical services building. Small quantities of vehicle maintenance products (containers of 1-gallon or less) will be stored in the technical services building within a self-contained shelving unit and spill protection kit.

Propane may be used onsite as an alternative fuel source. Propane will be stored in standard propane tanks located at the Life Center and employee housing, within access of on-site roads and would be refilled

by a licensed/certified propane distributor. Small propane tanks, 2.5-gallons, will be used for camp stoves at each tent/cabin. Propane storage and use will follow all state and local requirements.

Housing for a self-contained, emergency backup generator will be provided adjacent to the technical services building. There will be no generator fuel stored onsite.

6. FIRE PROTECTION PLAN

County records show that since 1916, approximately 400 fires have burned hundreds of thousands of acres in Lake County; records indicate that these fires were caused by campfires, arsons, equipment use, lightning, debris, and smoking (Lake County Hazard and Mitigation Plan, 2018). In the past 100 years, several fires have burned in the vicinity of the project area (Figure 2). Although it appears that no fires have occurred on the project site after 1920, due to the site and surrounding features, the project area has been classified as having a moderate fire hazard risk, with the southern boundary having a high risk and the eastern boundary having a very high risk (Figure 3). The Community Wildfire Protection Plan (CWPP) prepared by Lake County provides methods to identify wildfire and actions to reduce them.

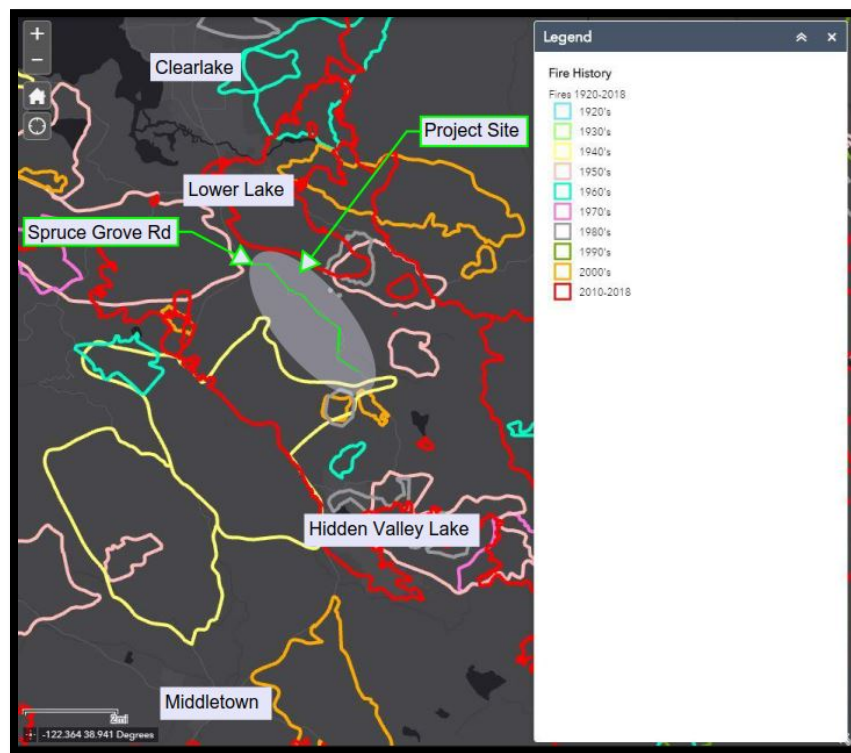


Figure 2. Fire history in vicinity of project area

Site-specific fire prevention measures may include overall brush reduction throughout the occupied area, clearing fire prone vegetation, except trees in a 30-ft radius of occupied areas, trim tree branches to 10-ft above ground, and shrubs will be reduced to isolated plants to avoid continuous chaparral. All main buildings will have fire sprinklers and detectors for smoke/carbon monoxide, per HCD requirements. Tents will be made up with flame retardant fabric and could contain detectors for smoke/carbon monoxide as required by state and local laws.

The project site is in a CAL FIRE wildland-urban interface (WUI), under the sphere of influence of the Lake County Fire Protection District; Lower Lake Station 65 will respond to fire and medical emergencies in the

PROPOSED PROJECT AND OPERATIONS PLAN

HUTTOPIA SIX SIGMA GLAMPING PROJECT

project area and its vicinity; response time for the Lake County FPD ranges between three (3) and fifteen (15) minutes (Lake County CWPP).

The access road through the project site, Spruce Grove Road, is the existing evacuation route set by the Lake County CWPP in the Lower Lake area. In the event of a fire, this road will evacuate north towards

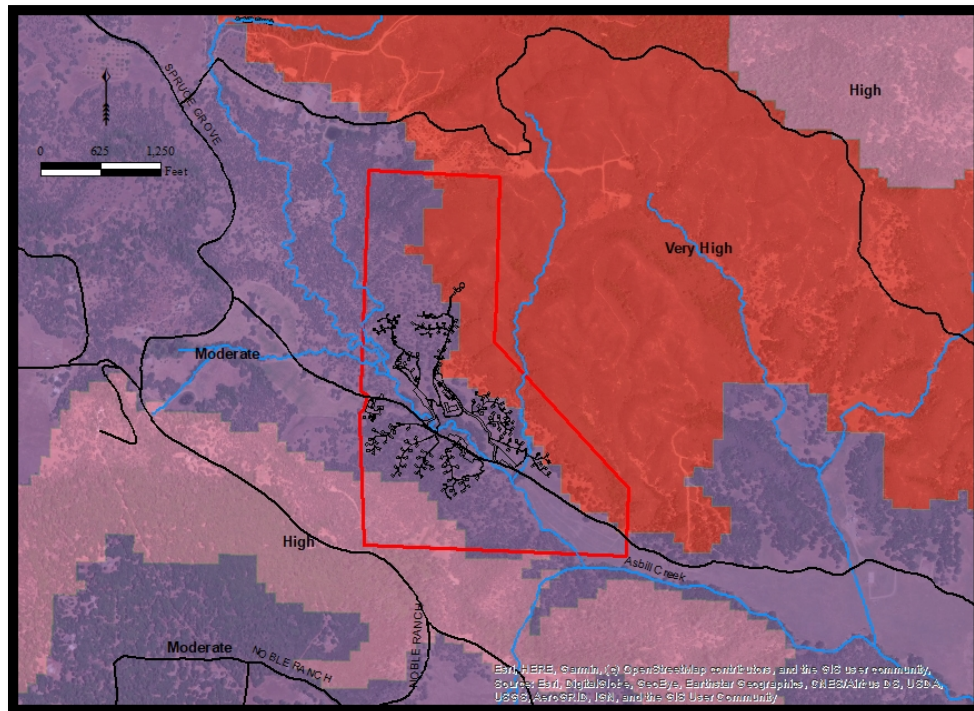


Figure 3. Fire Hazard Map

Clearlake or south towards Hidden Lake. If route to Morgan Valley Road is not accessible (or passes through private property without easement), a large open field may be used as the evacuation meeting area. The applicant will designate an evacuation meeting area, which will be indicated on a map placed in each main building and tent. Evacuation routes are shown on Sheet F0 in Appendix A.

6.1. ASSIGNMENT OF RESPONSIBILITY

Management determines the Huttopia Six Sigma fire prevention and protection policies. The implementation of adequate controls and relevant employee training will ensure a safe workplace. The employee training will encourage fire prevention and the safest possible response in a fire emergency.

The site manager or assistant manager will act as the plan administrator and will manage the Fire Prevention Plan for Huttopia Six Sigma and will maintain all records pertaining to the plan. The Plan Administrator will also:

- Develop and administer the Huttopia Six Sigma fire prevention training program;
- Ensure that fire control equipment and systems are properly maintained;
- Control fuel source hazards; and
- Conduct fire risk surveys (Appendix X) with the local fire department and other emergency responders.

All employees shall know how to prevent and respond to fires and shall understand that they are responsible for adhering to company policy regarding fire emergencies. All employees will:

- Complete all required training before working without supervision;
- Conduct operations safely to limit fire risk,
- Report potential fire hazards to supervisors, and
- Follow fire emergency procedures.

6.2. GOOD HOUSEKEEPING

To limit the risk of fires, employees, where applicable, will take the following precautions:

- Minimize storage of combustible materials;
- Make sure doors, hallways, stairs, and other exit routes are free of obstructions;
- Dispose of combustible waste in covered, airtight metal containers
- Use and store flammable materials in well-ventilated areas away from ignition sources;
- Use only nonflammable cleaning products;
- Keep chemically reactive substances away from each other;
- Perform “hot work” (welding or working with an open flame or other ignition source) in controlled and well-ventilated areas;
- Inspect electrical wiring and appliances regularly and keep motors and machine tools free of dust and grease;
- Ensure that heating units are safeguarded;
- Report all gas leaks immediately to (responsible Person), who will ensure immediate repair;
- Repair and clean up flammable liquid leaks immediately;
- Keep work areas free of dust, lint, sawdust, scraps, and similar materials;
- Do not rely on extension cords if wiring improvements are needed, and take care not to overload circuits with multiple pieces of equipment;
- Ensure that required hot-work permits are obtained;
- Turn off electrical equipment when not in use.

6.3. MAINTENANCE

The plan administrator will ensure that equipment is maintained according to manufacturers’ specifications. Huttopia Six Sigma shall also comply with requirements of National Fire Protection Association (NFPA) codes for specific equipment. Only properly trained people may perform maintenance work.

The following equipment is subject to maintenance, inspection, and testing procedures:

- Equipment installed to detect fuel leaks, control heating, and control pressurized systems;
- Portable fire extinguishers, automatic sprinkler systems, and fixed extinguishing systems;
- Detection systems for smoke, heat, or flame;
- Fire alarm systems; and
- Emergency backup systems and the equipment they support.

6.4. TRAINING

The plan administrator will present basic fire prevention training to all employees upon employment and will maintain documentation of the training, which includes:

- A review of OSHA’s Emergency Action Plan (29 CFR 1910.38), including how it can be accessed;
 - This Fire Prevention Plan, including how it can be accessed;
 - Good housekeeping practices;
 - Proper response and notification in the event of a fire;
 - Instruction in the use of portable fire extinguishers, as determined by company policy in the Emergency Action Plan; and
-

- How to recognize potential fire hazards.

Supervisors will train employees about fire hazards associated with the specific materials and processes to which they are exposed and will maintain documentation of the training. Employees will receive this training:

- At their initial assignment;
- Annually;
- When changes in work processes necessitate additional training.

7. TRAFFIC

A traffic impact study was conducted for the project in April 2018 by W-Trans. The findings of the study showed no impact on Level of Service with the proposed project and that there is adequate site distance at the project entrance to accommodate all turns.

8. WATER SUPPLY AND DEMAND

Refer to the Water Supply Assessment prepared for the project in March 2020 by NorthPoint Consulting Group, Inc. The total annual operational water demand associated with the proposed Huttopia Six Sigma Glamping Project is approximately 11.6 acre-feet per year. The average available water supply, estimated based on existing wells in the vicinity of the project site that are used by the Six Sigma Ranch and Winery, is approximately 190 acre-feet per year. The demand associated with the proposed project is approximately 6-percent of the estimated available supply. Therefore, there is sufficient water supply to meet the projected water demand for the project. Fire suppression storage required is approximately 152,000-gallons and daily demand is approximately 10,000-gallons, a total of 300,000-gallons of storage is currently proposed. The overall total may be reduced depending on site storage requirements.

9. ONSITE DRAINAGE AND SOILS

The project site is in a narrow valley along the course of Asbill Creek, an intermittent class II watercourse that drains the valley through a steep and narrow canyon before its confluence with Soda Creek. Soda Creek continues through steep terrain, where elevations range from 1,400 to 1,800-ft above sea level to Putah Creek and Lake Berryessa, both tributaries to the Sacramento River Basin.

The increase in impervious area due to the project is approximately 3.3 acres. The drainage area contributing to Asbill Creek, upstream and including the project site, is approximately 640 acres (USGS StreamStats), thus the increase in impervious area represents only 0.5% of the drainage area, which is minor.

The project site is mapped as FEMA Zone D, per FEMA map panel #06033C0860D effective 9/30/2005. FEMA Zone D classification is applied to undetermined areas where no flood mapping has been done. Since the project site is not within a mapped by FEMA zone, the 100-year floodplain limits were approximated as follows: using USGS StreamStats, the 100-year peak flow, 324 cfs, was estimated for Asbill Creek at the access bridge at the downstream end of the site. Bentley's FlowMaster software was used to estimate the depth of flow within Asbill Creek for the 100-year peak flow event. Cross-section, slope, and elevation data were obtained from on-site measurements and topographic data. The estimated depth of flow in Asbill Creek for the 100-year peak flow event is 3.4 feet, which is within the banks of Asbill Creek (refer to Figure 4 and Appendix D for details).

The drainage buffers for Asbill Creek and the minor tributary drainages to Asbill Creek are 50-feet and 30-feet respectively (Appendix A, Sheets D3 through D3.9). No work will occur within the drainage buffers.

Per the Lake County Grading Ordinance (Chapter 30 of the Lake county Code), within the project area, Asbill Creek is a Class II intermittent/ephemeral stream and the minor tributary to Asbill Creek are Class III watercourses with small drainage areas. A Technical Memorandum (TM) dated February 2020 was prepared by NorthPoint Consulting Group, Inc. to establish grading setbacks for Asbill Creek and its minor tributaries. The results of the TM recommended a slight erosion hazard rating for slopes less than 5% (50-feet for Asbill and 20-feet for its minor tributaries), moderate erosion hazard rating for slopes between 5% and 15% (50-feet for Asbill and 35-feet for its minor tributaries), and a severe erosion hazard rating on slopes greater than 15% (100-feet for Asbill and 50-feet for its minor tributaries). The majority of the grading is within areas with slight to moderate erosion hazard and/or within areas where there are existing trails and roads.

Per the TM, the soils within the project area (Soil Map Units 209 and 233) are not considered serpentine soils. Per Appendix A of the Lake County Grading Ordinance, these soils are not subject to asbestos hazard mitigation dust control requirements.

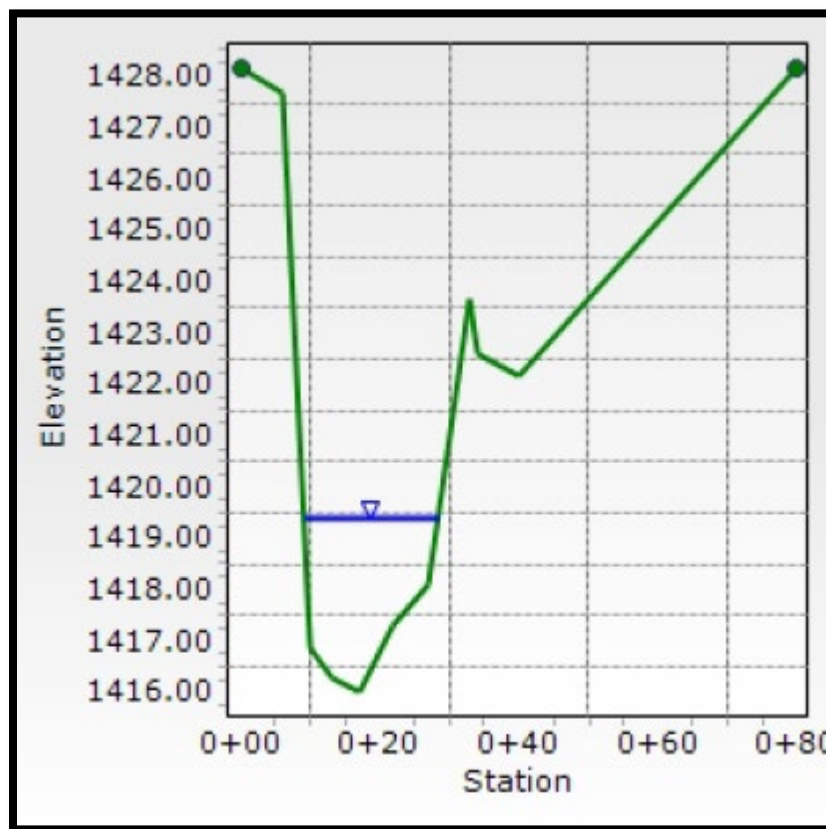


Figure 4. Asbill Creek 100-year peak flow cross section

10. STORMWATER MANAGEMENT

Since the project will disturb more than one (1) acres of soil during construction, the project will obtain coverage under the General Permit for Discharges of Stormwater Associated with Construction Activity, Construction General Permit Order 2009-0009-DWQ.

Permanent stormwater management measures, bioswales, or shown in Appendix A on Sheets C1 through C7 of the Preliminary Grading and Erosion Control Plan. Runoff will be collected and treated through swales adjacent to each parking area.

PROPOSED PROJECT AND OPERATIONS PLAN

HUTTOPIA SIX SIGMA GLAMPING PROJECT

Proposed stream crossings will be designed and constructed per state and local requirements.

The proposed development will maximize the use of permeable structures and will implement a 2:1 ratio of permeable to impermeable surfaces, where installation of impermeable materials is infeasible (e.g. roofs). As discussed above, the amount of impervious surfaces proposed for development is not significant and represents only 0.5% of the total drainage area of Asbill Creek.

APPENDIX A

Development Plans (Sheets D0 through D5) – Revised March 2020

Preliminary Grading and Erosion Control Plans (Sheets C0 through C7) –
March 2020

Preliminary Exterior Lighting Plan (Sheets L0 through L2) – March 2020

Fire Evacuation Routes (Sheet F0) – March 2020

APPENDIX B

Huttopia Six Sigma Glamping Project

Conceptual Illustrations and Elevations

APPENDIX C

Lot Line Adjustment Map for Six Sigma Winery

APPENDIX D

USGS StreamStats and Bentley FlowMaster Results for Asbill Creek 100-year Peak Flow Event