



St. John the Baptist Catholic Church

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August 6, 2012

Dear City of Milpitas,

Enclosed are papers for the Special Event/Activity Permit for our Autumn Festival at St. John the Baptist Catholic Parish on September 7 – 9, 2012.

- City of Milpitas - Planning and Zoning Check Sheet
- City of Milpitas - Processing Agreement Form
- City of Milpitas - Special Event/Activity Information Packet & Application
- Letter of Consent from the Diocese of San Jose Vicar General Rev. Msgr. Francis V. Cilia
- Statement of Amendment of Articles of Incorporation of the Roman Catholic Bishop of San Jose with a copy of March Fong Eu, Secretary of State of California Seal
- Five map copies of the entire event titled "St. John's Autumn Festival 2012"
- One aerial view of St. John's and surrounding area
- (PENDING) Letter of consent for the use of Big Lot's parking lot by the owner L. T. Tang.
- "Autumn Festival 2012 Public Safety Plan" from the Security Committee
- "Medical Emergency Plan" from the First Aid Committee responsibilities and procedures
- Santa Clara Environmental Health Agency's copies of all of our food booth permits
- Letter describing St. John's facilities, locations of disposal cans, portable restrooms, and garbage cans.
- Additional letters:
 - Letter to St. John's Neighbors informing of our event
 - Letter of approval of entrance from Rev. Ritche Bueza, pastor of St. John's for City of Milpitas law and city officials
 - Certificate of Flame Resistance from Stage Unlimited who are providing the large canopies.

We are asking for Public Works assistance to provide traffic cones for traffic management and the Police Department for safety related concerns.

We are also asking for a waiver of the special/activity, fire, and electrical permits. This will help the Autumn Festival defray it's cost of providing the event.

If I maybe of further assistance and answer any questions, please call me at 408-234-1294, or my home number at 408-923-3121, or email to my address rizalinasantoro@gmail.com.

Respectfully yours,

Rizalina H. Santoro
Autumn Festival Chairperson

cc. Rev. Ritche Bueza, Pastor



August 8, 2012

City of Milpitas Planning Committee
455 E. Calaveras Blvd.
Milpitas, CA 95035

Attention: Tiffany Brown

Subject: September 9, 2012 Outdoor Worship Event

Dear Tiffany,

Christ Community Church of Milpitas will be having a church worship service for the purpose of bringing our entire congregation together for a time of worship and fellowship. There will be three aspects to the event: worship service, luncheon, and family games.

As a non-profit organization, we would like to request the following fees be waived:

- Planning Permit \$250
- Rental fee: \$320 (football field and a softball field reserved for most of the day)
- Electrical Permit: \$167.05
- Fire Department: estimated fee: \$460.77

Please note that we are providing parking attendants, greeters, and all other services necessary for this event, including a thorough clean up of the site thereafter and have had our plans reviewed and approved by the appropriate departments. You will also find we have a long history of taking excellent care of city property at these events.

Please let me know if you have any questions.

Blessings,

A handwritten signature in cursive script that reads "Mary E. Fisher".

Mary E. Fisher
Executive Assistant
Christ Community Church of Milpitas
408.240.7912