

From: [BARAJAS, ELSA](#)
To: [Mike Wassmer](#)
Cc: [AFEWORKI, SALEM](#)
Subject: RE: Request for OC Sustainability Decathlon business licensing decision
Date: Monday, August 7, 2023 6:00:12 PM
Attachments: [image005.png](#)
[image007.png](#)
[image009.wmz](#)
[image001.png](#)
[image002.png](#)

Hi Mike,

I was able to get some clarification, per Costa Mesa Municipal Code Title 13, Chapter 4, Section 30 it appears that garage sales are not permitted in many of the areas outside of residential zones. The fair grounds do not fall under residential zones and a business license will be required per Costa Mesa Municipal Code Title 9, Chapter 2, Article 1, Section 114. Regarding the Seller's Permit please reach out to the California Department of Tax and Fee Administration for more calcification if it is required to obtain a Seller's Permit.

Costa Mesa Municipal Code
[9-114. Permit required for certain businesses. \(qcode.us\)](#)
[13-30. Purpose. \(qcode.us\)](#)

California Department of Tax and Fee Administration
[Obtaining a Seller's Permit \(ca.gov\)](#)

Apply for a Business License
[Getting Started \(costamesaca.gov\)](#)

- **Non-Profit Organization: Need To Supply Proof Of Your Non-Profit Status By Submitting Letters From Internal Revenue Service And State Franchise Tax Board, Current Audited Financial Report, List Of Members. Must be established in the City of Costa Mesa for at least Three (3) years to obtain a bingo permit. For Solicitation activities, please contact the Planning Division at (714) 754-5234.**

Kind Regards,

Elsa Barajas

Permit Processing Specialist
(714) 754-5235
Finance Department
77 Fair Drive | Costa Mesa | CA 92626
www.costamesaca.gov

Have you met...



Costa Mesa is launching a new permit and license processing system called TESSA in August.

TESSA will replace our existing system and all land use, building and business license applications currently in process will be transferred to the new system.

To learn more about TESSA, visit our FAQ page at <https://www.costamesaca.gov/tessa>.

 Please consider the environment before printing this email. Thank you!

From: AFEWORKI, SALEM <SALEM.AFEWORKI@costamesaca.gov>
Sent: Monday, August 7, 2023 3:16 PM
To: Mike Wassmer <mikewassmer@ocsd23.com>
Cc: BARAJAS, ELSA <ELSA.BARAJAS@costamesaca.gov>
Subject: RE: Request for OC Sustainability Decathlon business licensing decision

Hi Mike,

Good to hear from you. I am not very familiar with the business license requirements.

Just talked to Elsa (cc'd) – she will call you soon to answer all your questions.

Thanks and speak soon,
Salem

Salem Afeworki, LEED GA, ENV SP, EcoDistricts AP

Energy and Sustainability Services Manager

City Manager's Office

Office: 714-754-5208

Cell: 714-949-5247

SALEM.AFEWORKI@costamesaca.gov



PLEASE CONSIDER THE ENVIRONMENT BEFORE PRINTING THIS EMAIL. THANK YOU!

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TESSA
TOTALLY ELECTRONIC SELF-SERVICE APPLICATION

From: Mike Wassmer <mikewassmer@ocsd23.com>
Sent: Monday, August 7, 2023 1:16 PM
To: AFEWORKI, SALEM <SALEM.AFEWORKI@costamesaca.gov>
Subject: FW: Request for OC Sustainability Decathlon business licensing decision

Hi Salem,

I hope you're having a great summer and look forward to meeting you in person soon!

I am writing to ask if you could help out our teams by explaining the unique nature of our event to the Costa Mesa Finance Department. Based on Elsa's reply below, I don't think my email inquiry was fully understood.

To be clear, OCSD (the organization) and Charitable Ventures (our fiscal sponsor) are not selling anything. However, some of our teams are interested in conducting a garage sale of sorts at the end of the public exhibition. Some plan to sell their model homes. According to the Costa Mesa website, business licenses and seller's permits are not required for garage sales. I assumed our teams would fall under that classification.

For more details about our situation, feel free to book a meeting with me at <https://calendly.com/mikewazz>.

Regards,



MIKE WASSMER, P.E.

COMPETITION DIRECTOR
ORANGE COUNTY SUSTAINABILITY DECATHLON
30767 Gateway Place #132, Rancho Mission Viejo, CA 92694
303.638.2450 | mikewassmer@ocsd23.com | ocsd23.com



From: BARAJAS, ELSA <ELSA.BARAJAS@costamesaca.gov>
Sent: Monday, August 7, 2023 11:47 AM
To: Mike Wassmer <mikewassmer@ocsd23.com>; AFEWORKI, SALEM <SALEM.AFEWORKI@costamesaca.gov>
Cc: Justin Oh <JOh@ocfair.com>; AFEWORKI, SALEM <SALEM.AFEWORKI@costamesaca.gov>; Kristina Lamb <kristinalamb@ocsd23.com>; Jasmin Ward <jasmin.ward@charitableventuresoc.org>
Subject: RE: Request for OC Sustainability Decathlon business licensing decision

Good Morning,

Yes, Orange County Sustainability Decathlon is required to obtain a business license. You may apply on our website or by clicking the link below. For a non-profit business you will need to provide proof

of your non-profit status by providing a letter from the IRS and State Franchise Tax Board. Any sales will require a Sellers Permit, you may apply with the California Department of Tax and Fee Administration at (949) 440-3473.

[Getting Started \(costamesaca.gov\)](http://www.costamesaca.gov)

#5 Sellers Permits

California Department of Tax and Fee Administration
16715 Von Karman Ave #200, Irvine, CA
(949) 440-3473
<https://www.cdfta.ca.gov/>

Kind Regards,

Elsa Barajas

Permit Processing Specialist
(714) 754-5235
Finance Department
77 Fair Drive | Costa Mesa | CA 92626
www.costamesaca.gov

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 Please consider the environment before printing this email. Thank you!

From: Mike Wassmer <mikewassmer@ocsd23.com>

Sent: Thursday, August 3, 2023 3:32 PM

To: BL Online <bl@costamesaca.gov>

Cc: Justin Oh <JOh@ocfair.com>; AFEWORKI, SALEM <SALEM.AFEWORKI@costamesaca.gov>; Kristina Lamb <kristinalamb@ocsd23.com>; Jasmin Ward <jasmin.ward@charitableventuresoc.org>

Subject: Request for OC Sustainability Decathlon business licensing decision

Good afternoon,

I am one of the directors of a festival called the Orange County Sustainability Decathlon that will be hosted at OC Fair & Event Center this Oct 5-15. The main attraction of the festival will be 14 highly sustainable, ultra efficient model homes designed and built by collegiate teams of architecture and engineering students. 10 teams are from California schools; the other 4 are from Virginia, Tennessee, Utah, and China. The model homes will be temporarily located in a parking lot at OC FEC during the festival and will be evaluated and open to the public during that time.

I am writing to ask whether we or our collegiate teams are required to apply for business licenses

for any of the following types of transactions some teams may be conducting on site:

1. Selling or giving away the model home to a festival attendee
2. Selling or giving away “loose” model home components the team doesn’t want to bother transporting back to their home campuses and/or doesn’t want to have end up in a landfill
3. Selling or giving away “SWAG” items as a project fundraising activity
4. Selling symbolic sponsorships of home components, e.g., \$10 to “buy a tile” or “sponsor a cell”
5. Selling one-on-one consultation sessions with festival attendees who want the team’s sustainable living, home remodeling, and/or home design advice.

The OC Sustainability Decathlon is a program sponsored by Charitable Ventures of Orange County, a 501(c)3 fiscal sponsor. Most of the program funding comes from the California Natural Resources Agency (CNRA). The program has also received some targeted funding from the City of Costa Mesa, City of Irvine, and County of Orange. Our teams operate as formal or informal “clubs” within their respective collegiate institutions, most or all of which are nonprofits. Each team has received \$100k of seed funding from CNRA via Charitable Ventures. Salem Afeworki (copied) is the Division Manager for Energy and Sustainability Services of Costa Mesa and will serve as one of our project evaluation jurors, so she is very familiar with our program in case you want someone within CM city government who can offer further context.

Thank you and I look forward to your decision.



MIKE WASSMER, P.E.

COMPETITION DIRECTOR
ORANGE COUNTY SUSTAINABILITY DECATHLON
30767 Gateway Place #132, Rancho Mission Viejo, CA 92694
[303.638.2450](tel:303.638.2450) | mikewassmer@ocsd23.com | ocsd23.com



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