City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER: 5824	
EVENT DATE:	
DATE STAMP 10/15/13	STAFF INITIALS

RECEIVED
OCT 15 2013
COMMUNITY RESOURCES

COMMERCIAL AND NON-PROFIT SPECIAL EVENT PERMIT APPLICATION

710 Pier Avenue • Hermosa Beach, CA 90254 • 310.318.0280 • Fax: 310.372.4333

- ***APPLICATION MUST BE SUBMITTED BY OCTOBER 31ST, 2013***
- ***$758 NON-REFUNDABLE APPLICATION FEE REQUIRED WITH APPLICATION.***
- ***$505 NON-REFUNDABLE APPLICATION FEE, FOR VERIFIABLE NON-PROFITS (SEE INSTRUCTIONS)***

Request Event Date: 1st choice **: 4/5, 5/31, 6/14, 7/12-7/13 (NATLS), 7/~~26~~ 24-7/~~30~~ 27 (10 GAMES)

2nd Choice ** (Required): 4/13

***Date choice is not guaranteed until final calendar has been determined by City staff.**

ORGANIZATION'S INFORMATION

EVENT TITLE: AAU BEACH VOLLEYBALL TOUR

Applicant Name: GINO GRAJEDA, COMMISSIONER

Organization Name: AMATEUR ATHLETIC UNION OF THE UNITED STATES, INC.

Non Profit?: No (Yes) Non-Profit I.D. or Tax Exempt #: 956047956 ON FILE W/ CITY OF HB

[redacted]

CONTACT PERSON'S INFORMATION (IF DIFFERENT FROM ABOVE)

Name: _____

Address: _____

_____

City State Zip

Phone: ( ) _____ Cell: ( ) _____

Email Address: _____ Fax: ( ) _____

REQUIRED: CONTACT PERSON ON THE DAY OF THE EVENT:

Name: _____ Cell: ( ) _____

JULY 12-13 IS THE 21ST AAU NATIONAL CHAMPIONSHIPS (20TH YEAR IN HERMOSA BEACH

JULY 26-29 IS THE WEST COAST AAU JUNIOR OLYMPIC GAMES

EVENT INFORMATION

Event Type *(please select all that apply):*

- ☐ Race *(run, walk, bike, etc.)*
- ☐ Parade
- ☐ Street Fair/Festival
- ☐ Concert
- ☒ Tournament *Type:* _____
- ☐ Pass-Through
- ☐ Fundraiser *Benefitting:* _____
- ☐ Other _____

Event Start Time: 9:00 AM Event End Time: 5:00 PM

Set-Up Date: DAY PRIOR FOR JULY EVENTS Set-Up Time: 12:00 PM
(If set up includes multiple days, please include additional pages with a daily set-up schedule).

Break Down Date: _____ Break Down Time: _____

Event Location: NORTH OF PIER VOLLEYBALL COURTS

Estimated # of Participants: 70 / 160 TEAMS Age of Participants: 10-18

Estimated # of Spectators (daily): 30 / 100 Total Estimated Attendance: 100 / 260

Overall Event Description - Briefly explain event and activities:

YOUTH BEACH VOLLEYBALL TOURNAMENTS. ONE DAY TOURNAMENTS ARE SET-UP AND TAKEN DOWN ON THE SAME DAY (APR-JUN). NATIONAL EVENTS IN JULY REQUIRE A ONE DAY PRELIMINARY SET-UP (JUL). PARTICIPANT / SPECTATOR NUMBERS INDICATE ONE DAY EVENTS / NATIONAL MULTI-DAY EVENTS

Street Closure Information – For Parades, Races, Walk/Runs, etc.taking place on City streets.

Names of Streets to be closed *(please include additional sheets if necessary)*:

_____	between	_____	and	_____	am/pm to	am/pm
_____	between	_____	and	_____	am/pm to	am/pm
_____	between	_____	and	_____	am/pm to	am/pm
_____	between	_____	and	_____	am/pm to	am/pm
_____	between	_____	and	_____	am/pm to	am/pm

Event Route *(official map must be submitted with application)*

Assembly Area/Event Start: _____

Disbanding Area/Event End: _____

What is your clean-up plan post event?

STAFF AND VOLUNTEERS AT EVENT PROCEEDS AND POST-EVENT

Will you be requesting street banners? ☐ Yes ☒ No

Will you be requesting light pole banners? ☐ Yes ☒ No

Will you be filming of having television coverage? ☐ Yes ☒ No

Entrance or Registration Fee: 60

Methods of Registration (please check all that apply):

☒ Website ☐ Mail
☐ Active.com ☐ Other

Prizes (including anticipated cash prizes):

N/A

SAFETY/SECURITY/VOLUNTEERS

Have you hired a security company to handle security arrangements for this event? ☐ Yes ☒ No

-If YES, please include the following information:

Company Name: _____ Phone: _____ # of Guards: _____

Guard Schedule:

Do you plan on utilizing volunteers? ☒ Yes ☐ No

-If YES, please describe:

TO ASSIST WITH REGISTRATION AND CHECK-IN

Please describe your procedures for both crowd control and internal security:

INSTRUCTIONS AT MORNING MEETING EACH DAY

Sponsors
List **ALL** proposed/anticipated Co-Sponsors. Each Co-sponsor is a $250 per co-sponsor fee. Co-sponsors may sample only, not sell.

TACHIKARA IS A BALL SUPPLIER

Parking *($1.25 per hour or $30 per space per day)*

Will you need reserved parking spaces? ☒ Yes ☐ No

If YES, please list requested parking times for each day of request:

Date 7-13 - 7-14 from 6 am/pm to 8 am/pm
Date 7-26 - 7-27 from 6 am/pm to 8 am/pm
Date _____ from _____ am/pm to _____ am/pm

Will official event merchandise be sold at the event *(Business License required)*? ☒ Yes ☐ No
(Note: No sales on beach per HBMC) JULY 26-27 EVENT ONLY (THIRD PARTY VENDOR)

Does your event involve the sale or consumption of alcoholic beverages? ☐ Yes ☒ No
Alcohol is prohibited on the beach per HBMC 12.26.300

Will the event have amplified sound? ☒ Yes ☐ No

-If YES, please describe (live music, PA, number and size of speakers, microphone, bullhorn, etc):

JULY EVENTS ONLY - BACKGROUND MUSIC & PA ANNOUNCEMENTS

Is this a fundraising event? ☐ Yes ☒ No

-If YES, please describe:

Will there be any fenced areas? ☐ Yes ☒ No

-If YES, please describe:

Will there be construction of stages or structures, including any tents or awnings? ☒ Yes ☐ No

-If YES, please describe:

10 X 10 CANOPIES

Event Promotion Information

Please describe marketing and promotional efforts for this event. Include event website, social networking sites, radio play, etc.

WEB SITE AND E-MAIL

Equipment Information (Attach site plan)

A DIAGRAM OF YOUR SITE PLAN THAT INCLUDES ALL FACILITIES, EXACT PLACEMENT OF ALL EQUIPMENT, STREET CLOSURES, INGRESS AND EGRESS ROUTES, SHUTTLE ROUTES, FENCING, ACCESSIBILITY PLAN, AND PARKING MUST BE ATTACHED TO THE APPLICATION.

YOUR APPLICATION WILL NOT BE PROCESSED WITHOUT A SITE PLAN

Please check all the boxes that apply to the equipment that will be on site for your event and specify the number and size of each (if applicable).

- ☒ Cars DELIVERY
- ☐ Semi-Trucks
- ☐ Generator
  - Size/Type:
- ☐ Vans
  - Size:
- ☐ Sound Equipment
- ☐ Enclosed Tents
- ☐ Other *(please attach list with description of each item)*
- ☒ Porta Potties IF NEEDED
- ☐ Motor Homes
  - Size:
- ☐ Trailer
  - Size:
- ☐ Stage
  - Measurements:
- ☒ Canopies 10 x 10

Green Matrix (Environmental Protection Plan) - Required

COMPLETE THE ATTACHED GREEN MATRIX AND ATTACH TO YOUR APPLICATION.

Accessibility Plan

It is the applicant's responsibility to comply with all City, County, State and Federal disability access requirements applicable to the event, including the American with Disabilities Act (ADA). All indoor and outdoor sites, activities and programs must be accessible to persons with disabilities.

Please describe your accessibility plan:

OPEN TO ALL PARTICIPANTS

Insurance

Unless greater or lesser coverage is requested, applicant agrees to furnish the City of Hermosa Beach evidence of $2 million comprehensive general liability insurance in the form of a certificate, including endorsement, covering the entire period of this permit, naming the City of Hermosa Beach, its officers, agents and employees as additionally insured. Permittee waives claims against the City of Hermosa Beach, its officers, agents and employees, for fees or damages caused, arising out of or in any way connected with the exercise of this permit.

APPLICANT AGREES TO COMPLY WITH ALL APPLICANT'S LAWS AND AGREES TO MAINTAIN PREMISES IN GOOD CONDITION AND RETURN IN THE SAME CONDITION AS BEFORE SAID USE.

I certify that the information contained herein is true and correct to the best of my knowledge. I have read and agree to comply with the City of Hermosa Beach Sustainability Measures. All fees, charges and other material will be paid and or furnished to the Department of Community Resources as mutually agreed to by both parties.

Company Representative (signature)	10/14/13 Date
Department of Community Resources	Date

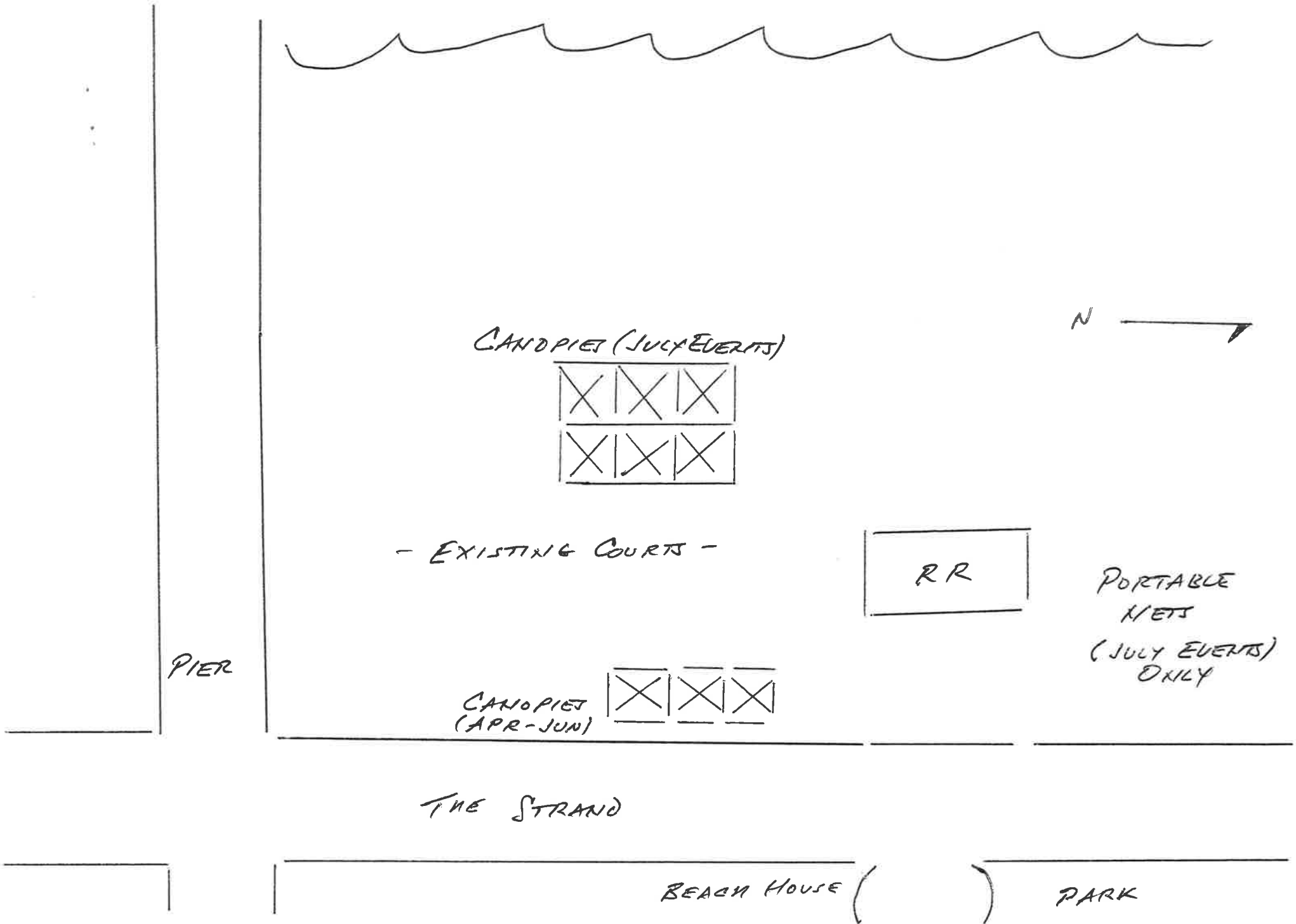
All Event Applications must include the completed GREEN MATRIX (Environmental Protection Plan)

Events in Hermosa Beach are expected to implement measures to reduce impacts and costs to the environment, the city, and the community. Specify how you will comply with applicable measures (or mark not applicable). If your contract is for several years, show how you will increase compliance is subsequent years.

Event Name: AAU BEACH **Expected Attendance:** 70 – 160

MEASURE	APPLIES TO:	HOW WILL YOU COMPLY? (use additional sheets if needed)
Recycling and Waste Reduction		
1. Reduce waste and single-use items		
▪ Limit single-use paper, plastics, packaging, and décor items	All events	YET
▪ Reduce size/bulk of plates, containers, cups	All events	N/A FOOD
▪ Use products with high recycled content	All events	YET
▪ Avoid sale or give-away of single-use plastic bottled drinking water	All events	NO DISTRIBUTION
▪ Provide free drinking water in large dispensers (people can refill their own bottles, or use paper cups)	500 or more	N/A
▪ At 'beer or drink gardens' recycle cups (provide dump station for liquids)	2000 or more	
▪ Recycle fry-grease for bio-diesel fuels	2000 or more	
▪ Limit and reduce size of handouts, flyers and give-aways (print several per page, double-side, do not use dark color inks)	500 or more	YET, COMPLY
2. Recycling containers:		
▪ Place well-marked recycle containers adjacent to every trash container	500 or more	
▪ Provide onsite 'monitors' directing people to recycling at prime locations, or provide secondary trash sorters	2000 or more	
3. Staging		
▪ Recycle or reuse event construction materials	2000 or more	
▪ Use 'no emission/no VOC' paints/sealants	500 or more	
Transportation		
▪ No-idling policy for all vehicles	All events	YET
▪ Sponsor free shuttle or low cost bus passes	2000 or more	
▪ Use hybrid, electric or CNG vehicles	2000 or more	
Energy		
▪ Use energy-efficient lighting	All events	
▪ Turn lighting and devices off when not in use	All events	

▪ Turn off generators when not in use for significant period of time	All events	YES, WILL COMPLY
▪ Using alternative energy (solar, wind, fuel cell) to supply some power	2000 or more	
▪ Use alternative fuel generators (CNG, fuel cell, biodiesel) (biodiesel- minimum B20 (20% blend); B99 is preferred)	2000 or more	
Marine environment		
▪ Avoid use of single-use plastic bags. Events on Pier Plaza, Pier Avenue and Hermosa Avenue: NO single-use plastic bags.	All events	YES, WILL COMPLY
▪ Avoid Styrofoam for outdoor events, take-out cups or containers. Events on Pier Plaza, Pier Avenue and Hermosa Avenue: NO Styrofoam for outdoor events, take-out cups or containers.	All events	YES, WILL COMPLY
▪ No hosing of surfaces unless specifically allowed by city	All events	N/A
▪ Full containment of all wastes	All events	N/A
▪ Full containment of all six-pack plastic rings. Events on Pier Plaza, Pier Avenue and Hermosa Avenue: Full containment of all six-pack plastic rings.	All events	N/A
▪ Provide recycling containers and litter control	All events	
▪ Beach and street cleaning required	500 or more	
Education		
▪ Event and vendors to make reducing waste and recycling a prominent theme	500 or more	WILL ANNOUNCE
▪ Provide one booth, kiosk or space for green education sponsored by city or designee	2000 or more	
▪ Advertise green measures and rules in all event advertising and on website	500 or more	
▪ Demonstrate that vendors and service providers will comply with green measures	500 or more	
Monitoring		
▪ Report on compliance with above applicable measures	500 or more	


N
CANOPIES (JULY EVENTS)
- EXISTING COURTS -
RR
PORTABLE NETS (JULY EVENTS) ONLY
PIER
CANOPIES (APR-JUN)
THE STRAND
BEACH HOUSE
PARK