



City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER: 5841

EVENT DATE:

RECEIVED-YS

DATE STAMP

OCT 24 2013

STAFF
INITIALS

COMMERCIAL AND NON-PROFIT SPECIAL EVENT PERMIT APPLICATION

710 Pier Avenue • Hermosa Beach, CA 90254 • 310.318.0280 • Fax: 310.372.4388

- APPLICATION **MUST BE SUBMITTED BY OCTOBER 31ST, 2013** FOR EVENTS SCHEDULED FROM JANUARY THROUGH JUNE, AND DUE MARCH 1, 2014 FOR EVENTS SCHEDULED FROM JULY THROUGH DECEMBER.
- **\$758 Non-Refundable Application FEE required with application.**
- **\$505 Non-Refundable Application FEE, for VERIFIABLE non-profits (SEE INSTRUCTIONS)**

Request Event Date: 1st choice **: August 1-3, 2014

2nd Choice ** (Required): NA

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

ORGANIZATION'S INFORMATION

EVENT TITLE: International Surf Festival

Applicant Name: Robert McGowan

Organization Name: International Surf Festival

Non Profit?: No Yes Non-Profit I.D. or Tax Exempt #: 95-4233636

CONTACT PERSON'S INFORMATION (IF DIFFERENT FROM ABOVE)

Name: SAME

Address:

City State Zip

Phone: () Cell: ()

Email Address: Fax: ()

REQUIRED: CONTACT PERSON ON THE DAY OF THE EVENT:

Name: Rob McGowan Cell: (310) 502-9910

EVENT INFORMATION

Event Type (please select all that apply):

- Race (run, walk, bike, etc.)
- Parade
- Street Fair/Festival
- Concert

- Tournament Type: Volleyball
- Pass-Through
- Fundraiser Benefitting: _____
- Other _____

Event Start Time: 8:00 am

Event End Time: 10:00 pm

Set-Up Date: 7/31/14

Set-Up Time: 7:30 am

(If set up includes multiple days, please include additional pages with a daily set-up schedule).

Break Down Date: 8/4/14

Break Down Time: 7:30 am

Event Location: Hermosa Pier

Estimated # of Participants: 1200

Age of Participants: 8-80

Estimated # of Spectators (daily): 500

Total Estimated Attendance: 2000

Overall Event Description - Briefly explain event and activities: This will be the 53rd Annual International Surf Festival. Events include Lifeguard Races, Pier to Pier Swim, Pier to Pier Paddle, Volleyball, Sand Run and Youth Events. The City of Hermosa Beach is one of the co-sponsors of the International Surf Festival.

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

NA

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: _____

Sponsors

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

Beachsport.org and the cities and chambers of Hermosa, Manhattan, Redondo and Torrance

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

Will you need reserved parking spaces? Yes No **TBD**

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

Date _____ from _____ am/pm to _____ am/pm

Date _____ from _____ am/pm to _____ 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)

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):
PA with 2 speakers.

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:

**8- 3 row bleachers
Announcers platform**

What is your clean-up plan post event?

L.A. Co. Dept of Beaches and Harbors will rake and sanitize all areas of the beach used.

Will you be requesting street banners? Yes No

Will you be requesting light pole banners? Yes No

Will you be filming or having television coverage? Yes No

Entrance or Registration Fee: *varies by event*

Methods of Registration (please check all that apply):

Website
 Active.com

Mail
 Other

on site for some events

Prizes (including anticipated cash prizes):

T-shirts and medals. No cash prizes.

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: *The events are all run by volunteers from the ISF Committee and the local neighborhoods.*

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

We will have on duty lifeguards and have never had a crowd control or security issue in the event's 50+ year history

EVENT PROMOTION INFORMATION

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

surfestival.org
International Surf Festival Facebook Page

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).

- | | | | |
|---|------------------|---|-------|
| <input type="checkbox"/> Cars | _____ | <input type="checkbox"/> Porta Potties | _____ |
| <input type="checkbox"/> Semi-Trucks | _____ | <input type="checkbox"/> Motor Homes | _____ |
| <input checked="" type="checkbox"/> Generator | <i>Honda</i> | Size: _____ | |
| Size/Type: _____ | <i>2 KW</i> | <input type="checkbox"/> Trailer | _____ |
| <input type="checkbox"/> Vans | _____ | Size: _____ | |
| Size: _____ | | <input checked="" type="checkbox"/> Stage | _____ |
| <input checked="" type="checkbox"/> Sound Equipment | <i>PA system</i> | Measurements: <i>16x8</i> | |
| <input type="checkbox"/> Enclosed Tents | _____ | <input type="checkbox"/> Canopies | _____ |
| <input type="checkbox"/> Other (please attach list with description of each item) | | | |

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: *Lifeguard vehicles and sand wheelchairs are available*

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.

Robert M. Dowan

Company Representative (signature)

10/21/13

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 in subsequent years.

Event Name: International Surf Fest Expected Attendance: 1500

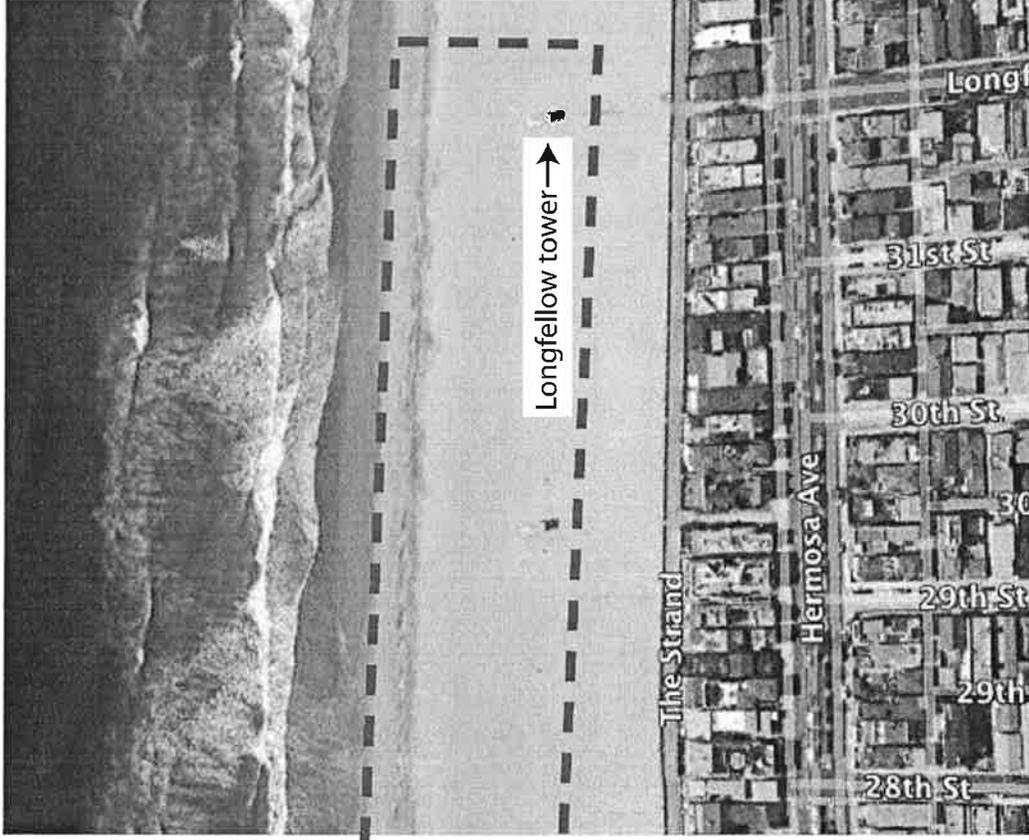
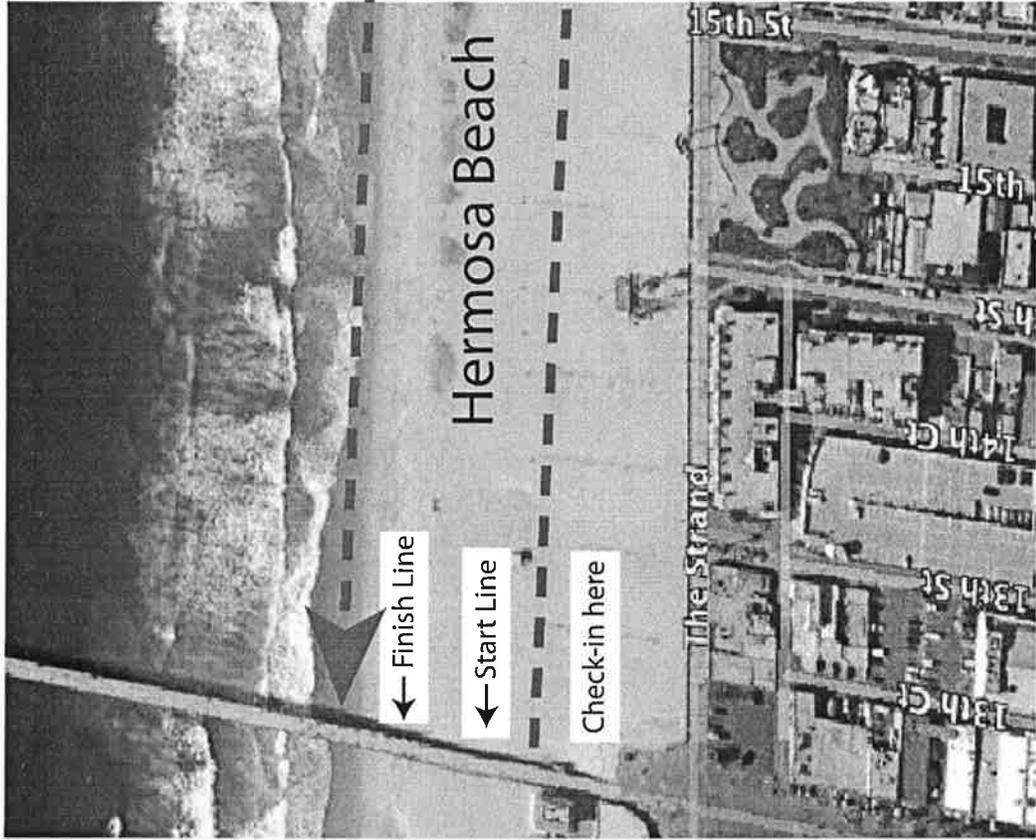
MEASURE	APPLIES TO:	HOW WILL YOU COMPLY? (use additional sheets if needed)
Recycling and Waste Reduction		
1. Reduce waste and single-use items		
▪ Limit single-use paper, plastics, packaging, and décor items	All events	NA
▪ Reduce size/bulk of plates, containers, cups	All events	NA
▪ Use products with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

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

Dick Fitzgerald 2-Mile Beach Run

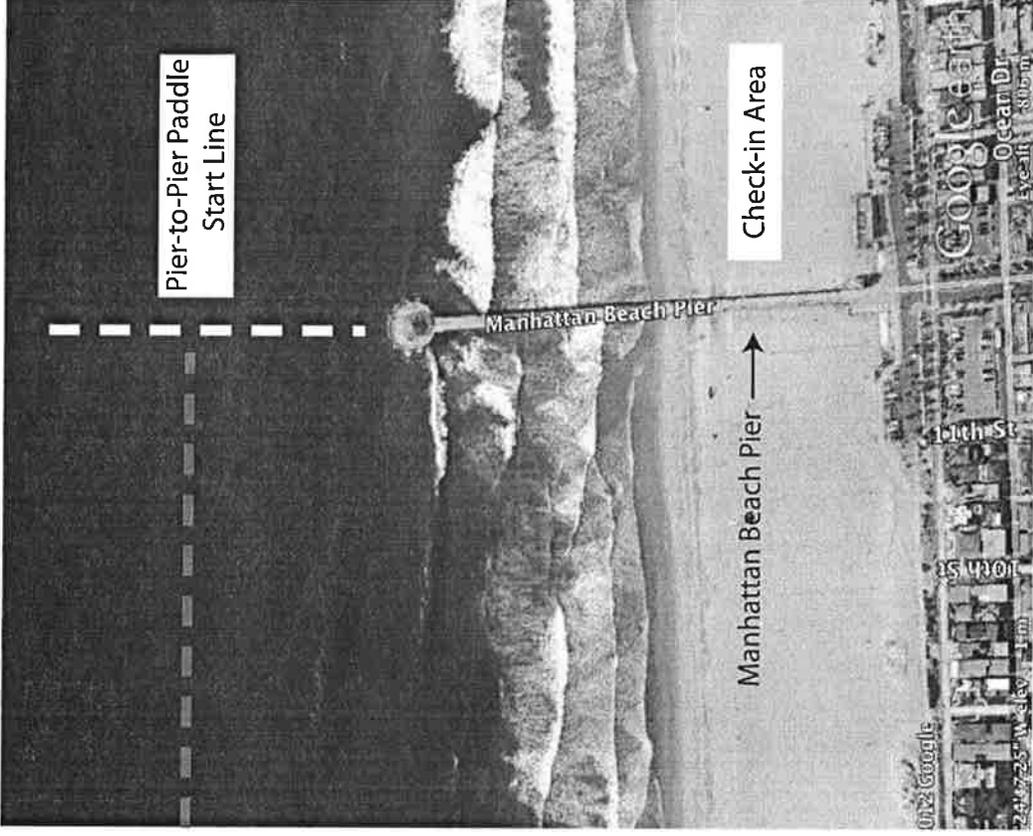
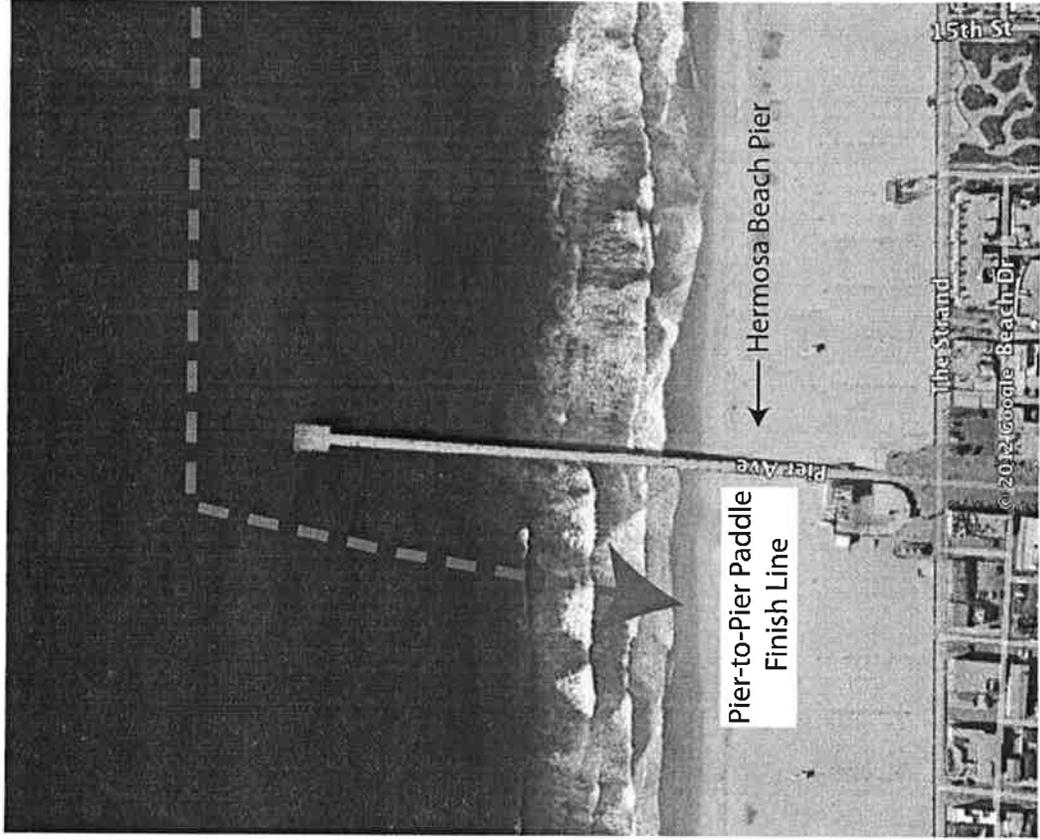
Start under HB Pier run 1 mile north and then back to HB Pier

(Run soft sand down, hard pack on way back)



Velzy-Stevens Pier-to-Pier Paddle

Start off the end of MB Pier & finish on beach south side of HB Pier



Dwight Crum Pier-to-Pier Swim Course

The start line is on the south side of the 10th street lifeguard tower. Swimmers enter the water directly in front of the start line, swim round the orange marker buoy (keeping the buoy on their right shoulder), swim round the Hermosa Beach Pier, swim parallel to shore, round the Manhattan Beach Pier and finish between the funnel finish flags on the beach north of the pier. The timing chip will record the finish time. Any swimmer who loses the chip during the race should notify the race official as they cross the finish line.

