



City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER: <u>5961</u>	
EVENT DATE:	
DATE STAMP FEB 10 2014	STAFF INITIALS

COMMERCIAL AND NON-PROFIT SPECIAL EVENT PERMIT APPLICATION

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

- 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 **: [RANGE OF DATES - SEE ATTACHED]
 2nd Choice ** (Required): EVENT DESCRIPTION
 **Date choice is not guaranteed until final calendar has been determined by City staff.

ORGANIZATION'S INFORMATION	
EVENT TITLE:	<u>The PlayFit Foundation's NVL ROX JUNIOR SERIES.</u>
Applicant Name:	<u>LARYSSA MERESZCZAK and Alb Hannemann</u>
Organization Name:	<u>NVL ROX BEACH SERIES</u>
Non Profit?:	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Non-Profit I.D. or Tax Exempt #: <u>Alt (P) - have docs attached</u>



CONTACT PERSON'S INFORMATION (IF DIFFERENT FROM ABOVE)	
Name:	<u>(SAME)</u>
Address:	_____
City	State Zip
Phone: () _____	Cell: () _____
Email Address: _____	Fax: () _____
REQUIRED: CONTACT PERSON ON THE DAY OF THE EVENT:	
Name:	Cell: () _____

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: 8:00am 9am

Event End Time: 6pm

Set-Up Date: (see attached)

Set-Up Time: 6am

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

Break Down Date: (see attached)

Break Down Time: 10pm - 8am (or earlier)

Event Location: Hermosa Beach Pier - North of Pier on the Vball courts

Estimated # of Participants: _____

Age of Participants: _____

Estimated # of Spectators (daily): _____

Total Estimated Attendance: _____

Overall Event Description - Briefly explain event and activities:

(see attached)

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

N/A

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)

N/A.

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.

Rox Volleyball Inc.
Walgreens.

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 (see attached) from 6 am/pm to 7 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 only (no stage setup)

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:

What is your clean-up plan post event?

- Will TAKE DOWN all NLY/Rox equipment/nets. Will put back up city nets.
- Will have staff scale the areas for garbage and dispose of in designated trash recepticals.

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: ~~\$100-\$150/Person~~ ~\$40

Methods of Registration (please check all that apply):

- Website
- Active.com
- Mail
- Other

Prizes (including anticipated cash prizes):

- ROX Volleyball Clothing & merchandise

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: Roger Nguyen Security Phone: 310-989-7615 # of Guards: _____

Guard Schedule:

Do you plan on utilizing volunteers? Yes No

-If YES, please describe:

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

We will have ~~staff~~ security staff on site directing crowd members at the event.

EVENT PROMOTION INFORMATION

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

Social media, Website, and print marketing materials (flyers) will be used to market these events.

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 _____ | Size: _____ |
| Size/Type: <u>GP 6500</u> | <input type="checkbox"/> Trailer _____ |
| <input type="checkbox"/> Vans _____ | Size: _____ |
| Size: _____ | <input type="checkbox"/> Stage _____ |
| <input checked="" type="checkbox"/> Sound Equipment _____ | Measurements: _____ |
| <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:

We will put down boards to create a walkway/runway to make the event accessible to persons with disabilities.

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)

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: The Playfit Foundation NVL ROX JUNIORS SERIES Expected Attendance: ~ 150-200

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	DECOR ITEMS ARE REUSABLE + SIGNAGE
• Reduce size/bulk of plates, containers, cups	All events	WILL ADD REQUIREMENT TO ANY VENDORS.
• Use products with high recycled content	All events	WILL USE PRODUCT WITH HIGHLY RECYCLEABLE CONTENT.
• Avoid sale or give-away of single-use plastic bottled drinking water	All events	DRINKING WATER WILL BE PROVIDED IN LARGE DISPENSERS.
• Provide free drinking water in large dispensers (people can refill their own bottles, or use paper cups)	500 or more	DRINKING WATER WILL BE PROVIDED IN LARGE DISPENSERS
• At 'beer or drink gardens' recycle cups (provide dump station for liquids)	2000 or more	N/A
• Recycle fry-grease for bio-diesel fuels	2000 or more	N/A
• 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	Limited handouts will be used/ PASSED OUT
2. Recycling containers:		
• Place well-marked recycle containers adjacent to every trash container	500 or more	Recycle CONTAINERS WILL BE PUT Adjacent to every trash container
• Provide onsite 'monitors' directing people to recycling at prime locations, or provide secondary trash sorters	2000 or more	N/A
3. Staging		
• Recycle or reuse event construction materials	2000 or more	N/A
• Use 'no emission/no VOC' paints/sealants	500 or more	NO EMISSIONS/NO VOC PAINTS/SEALANTS/ WILL BE USED IF PAINTS USED
Transportation		
• No-idling policy for all vehicles	All events	NO IDLING WILL BE REQUIRED FOR ALL VEHICLES.
• Sponsor free shuttle or low cost bus passes	2000 or more	N/A
• Use hybrid, electric or CNG vehicles	2000 or more	N/A
Energy		
• Use energy-efficient lighting	All events	ENERGY EFFICIENT LIGHTING WILL BE USED IF LIGHTING IS USED
• Turn lighting and devices off when not in use	All events	LIGHTING & DEVICES WILL BE TURNED OFF WHEN NOT IN USE

<ul style="list-style-type: none"> Turn off generators when not in use for significant period of time 	All events	GENERATORS WILL BE TURNED OFF WHEN NOT IN USE
<ul style="list-style-type: none"> Using alternative energy (solar, wind, fuel cell) to supply some power 	2000 or more	GENERATORS WILL BE TURNED OFF WHEN NOT IN USE N/A
<ul style="list-style-type: none"> Use alternative fuel generators (CNG, fuel cell, biodiesel) (biodiesel- minimum B20 (20% blend); B99 is preferred) 	2000 or more	N/A
Marine environment		
<ul style="list-style-type: none"> 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	NO SINGLE USE PLASTIC BAGS WILL BE USED
<ul style="list-style-type: none"> 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	NO SINGLE USE PLASTIC BAGS WILL BE USED NO STYROFOAM WILL BE USED
<ul style="list-style-type: none"> No hosing of surfaces unless specifically allowed by city 	All events	NO HOISING OF SURFACES
<ul style="list-style-type: none"> Full containment of all wastes 	All events	FULL CONTAINMENT OF ALL WASTES WILL BE PROVIDED
<ul style="list-style-type: none"> 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	FULL CONTAINMENT OF ALL SIX PACK PLASTIC RINGS WILL BE PROVIDED
<ul style="list-style-type: none"> Provide recycling containers and litter control 	All events	RECYCLING CONTAINERS & LITTER CONTROL WILL BE PROVIDED
<ul style="list-style-type: none"> Beach and street cleaning required 	500 or more	BEACH & STREET CLEANING AS SPECIFIED BY CITY
Education		
<ul style="list-style-type: none"> Event and vendors to make reducing waste and recycling a prominent theme 	500 or more	ENSURE EVENT & VENDORS WILL FOCUS ON REDUCING WASTE & RECYCLING
<ul style="list-style-type: none"> Provide one booth, kiosk or space for green education sponsored by city or designee 	2000 or more	N/A
<ul style="list-style-type: none"> Advertise green measures and rules in all event advertising and on website 	500 or more	GREEN MEASURES ADVERTISED IN MARKETING MATERIAL
<ul style="list-style-type: none"> Demonstrate that vendors and service providers will comply with green measures 	500 or more	VENDORS & SERVICES WILL TRACK MEASURES THAT COMPLY W/ GREEN MEASURES
Monitoring		
<ul style="list-style-type: none"> Report on compliance with above applicable measures 	500 or more	FOLLOW-UP REPORT ON COMPLIANCE W/ THE ABOVE MEASURES.

PlayFit Foundation NVL & ROX Event Description

The National Volleyball League would like to host a series of junior beach volleyball tournaments on the beach in Hermosa Beach, CA north of the pier on the volleyball courts on several Mondays, Fridays and Saturdays throughout the summer. There participating teams will range from 40-60 teams. The format of the tournament will be pool play and then single elimination. The approximate times for the finals will be around 4pm. The set-up for the event will be the morning of each event beginning at 5am.

Proposed Dates for 2014 PlayFit Foundation NVL & ROX Events

June 23

June 30

Aug 8

Aug 11

~~Sept 6~~

Sept 20

~~Oct 25~~