



City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER:

EVENT DATE: **RECEIVED-YS**

DATE STAMP
OCT 30 2013

STAFF
INITIALS

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 **: APRIL / SAME DAY AS SURFER WALK April 5, 2014

2nd Choice ** (Required): _____

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

ORGANIZATION'S INFORMATION

EVENT TITLE: SURFFEST 2014

Applicant Name: Dennis Jarvis

Organization Name: SPYDER SURF

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

Address: _____

City

State

Zip

Phone: () _____

Cell: () _____

Email Address: _____

Fax: () _____

CONTACT PERSON'S INFORMATION (IF DIFFERENT FROM ABOVE)

Name: Dennis Jarvis



REQUIRED: CONTACT PERSON ON THE DAY OF THE EVENT:

Name: Dennis Jarvis

Cell: 310, 678-3855

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: 12:00 PM

Event End Time: ~~6 PM~~ - 6 PM

Set-Up Date: 9 AM

Set-Up Time: _____

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

Break Down Date: Same

Break Down Time: 6 PM - 7:30 PM

Event Location: PIER PLAZA

Estimated # of Participants: 499

Age of Participants: 8-30

Estimated # of Spectators (daily): 499

Total Estimated Attendance: 499

Overall Event Description - Briefly explain event and activities:

Celebration of The inductees into The Hermosa Beach SURFERS WALK OF FAME!!

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)

NONE

Assembly Area/Event Start: Parking Lot "B"

Disbanding Area/Event End: SAME

Sponsors

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

NON AS OF NOW - year to year help.

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:

WE USUALLY GET PARKING LOT "B" FOR VENDORS @ N/C
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):

BANDS & D.J. - M.C.

Is this a fundraising event? Yes No

-If YES, please describe:

WE ALWAYS TRY TO RAISE MONEY FOR JIM MILLER FOUNDATION OR SURFRIDER

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:

SAME SIZE stage we always get

What is your clean-up plan post event?

Sweep up & clean

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: N/A

Methods of Registration (please check all that apply):

Website

Mail

Active.com

Other _____

Prizes (including anticipated cash prizes):

possibly Buy A Beer or two For Inductees?

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:

we will use same company we always do.

Do you plan on utilizing volunteers?

Yes

No

-If YES, please describe:

our whole staff helps out (with pay)

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

we get 6-8 security guards to "WALK THE BEAT" All day long.

EVENT PROMOTION INFORMATION

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

Merch Beach Reporter / EASY Reader - posters 14 windows?

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 _____
- Semi-Trucks _____
- Generator _____
Size/Type: _____
- Vans _____
Size: _____
- Sound Equipment _____
- Enclosed Tents _____
- Other (please attach list with description of each item) _____
- Porta Potties _____
- Motor Homes _____
Size: _____
- Trailer _____
Size: _____
- Stage _____
Measurements: _____
- Canopies _____

Same as before

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:

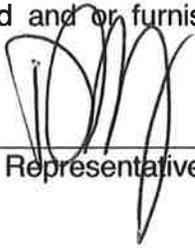
The event is an open air event. No changes to city property will happen

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)

10/20/13

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: 7th ANNUAL HERMOSA BEACH SURF-FEST

Expected Attendance: 499

MEASURE	APPLIES TO:	HOW WILL YOU COMPLY? (use additional sheets if needed)
Recycling and Waste Reduction		
1. Reduce waste and single-use items		
<ul style="list-style-type: none"> ▪ Limit single-use paper, plastics, packaging, and décor items 	All events	N/A
<ul style="list-style-type: none"> ▪ Reduce size/bulk of plates, containers, cups 	All events	Any drinks will be re-filled in original cups No new cups for additions drinking products
<ul style="list-style-type: none"> ▪ Use products with high recycled content 	All events	Yes, either paper or Plastic only
<ul style="list-style-type: none"> ▪ Avoid sale or give-away of single-use plastic bottled drinking water 	All events	Any drinks will be re-filled in original cups No new cups for additions drinking products no water bottles given out
<ul style="list-style-type: none"> ▪ Provide free drinking water in large dispensers (people can refill their own bottles, or use paper cups) 	500 or more	N/A
<ul style="list-style-type: none"> ▪ At 'beer or drink gardens' recycle cups (provide dump station for liquids) 	2000 or more	N/A
<ul style="list-style-type: none"> ▪ Recycle fry-grease for bio-diesel fuels 	2000 or more	N/A
<ul style="list-style-type: none"> ▪ 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	N/A
2. Recycling containers:		
<ul style="list-style-type: none"> ▪ Place well-marked recycle containers adjacent to every trash container 	500 or more	Will have recycle boxes provided with Liners, removed when full taken to recycle Area for disposal
<ul style="list-style-type: none"> ▪ Provide onsite 'monitors' directing people to recycling at prime locations, or provide secondary trash sorters 	2000 or more	Staff from every merchant involved will be Responsible to help out.
3. Staging		
<ul style="list-style-type: none"> ▪ Recycle or reuse event construction materials 	2000 or more	N/A
<ul style="list-style-type: none"> ▪ Use 'no emission/no VOC' paints/sealants 	500 or more	N/A
Transportation		
<ul style="list-style-type: none"> ▪ No-idling policy for all vehicles 	All events	Agreed
<ul style="list-style-type: none"> ▪ Sponsor free shuttle or low cost bus passes 	2000 or more	N/A
<ul style="list-style-type: none"> ▪ Use hybrid, electric or CNG vehicles 	2000 or more	N/A
Energy		
<ul style="list-style-type: none"> ▪ Use energy-efficient lighting 	All events	N/A

▪ Turn lighting and devices off when not in use	All events	Agreed
▪ Turn off generators when not in use for significant period of time	All events	Agreed
▪ Using alternative energy (solar, wind, fuel cell) to supply some power	2000 or more	Nominal power to be used. Most Mechants have their own source of electricity
▪ Use alternative fuel generators (CNG, fuel cell, biodiesel) (biodiesel- minimum B20 (20% blend); B99 is preferred)	2000 or more	N/A
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	Agreed
▪ 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	Agreed
▪ No hosing of surfaces unless specifically allowed by city	All events	We personally sweep area when event is done.
▪ Full containment of all wastes	All events	Agreed
▪ 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	N/A
▪ Provide recycling containers and litter control	All events	Agreed, see above
▪ Beach and street cleaning required	500 or more	If necessary, however we usually do our own clean up and it has passed the city at every event.
Education		
▪ Event and vendors to make reducing waste and recycling a prominent theme	500 or more	Won't this create more flyers etc...? we can verbally introduce this thought, but to put funds into making more waste to inform seems contradictory. How does HB expect this to be done?
▪ Provide one booth, kiosk or space for green education sponsored by city or designee	2000 or more	Agreed / N/A
▪ Advertise green measures and rules in all event advertising and on website	500 or more	Agreed please inform the group of required literature
▪ Demonstrate that vendors and service providers will comply with green measures	500 or more	Agreed... however we can only demonstrate that we will comply or rather has complied after the event.
Monitoring		
▪ Report on compliance with above applicable measures	500 or more	Do not understand what this means... please demonstrate

Signature: _____

Date: 10/20/2013

Title: Owner SPYDER SURFBOARDS

Email: dennis@spydersurf.com **Phone:** 310 678-3855