



City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER:

EVENT DATE: **RECEIVED**

DATE STAMP
OCT 3 0 2014

STAFF
INITIALS
(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 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 **: July 21 - 24 2015

2nd Choice ** (Required): July 24, 2015

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

ORGANIZATION'S INFORMATION

EVENT TITLE: WORLD GAMES SPECIAL OLYMPICS 2015 - Host City

Applicant Name: Jody Leventhal

Organization Name: ROTARY CLUB of HERMOSA BEACH

Non Profit?: No Yes Non-Profit I.D. or Tax Exempt #: 95-4597691

Address: 2521 Valley Dr.
P.O. Box 204 City Hermosa Bch, CA State 90254 Zip

Phone: (310) 913-4164 Cell: (310) 913-4164

Email Address: Jody @ Starfish Hermosa. com Fax: (310) 5070204

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: () _____

*Acomodation
Transportation
Meals* > *prior to
games on July 25*

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: WORLD GAMES. SPECIAL OLYMPICS
- Other _____

Event Start Time: 10:00 AM

Event End Time: 7:00 PM

Set-Up Date: 7/21/14
(If set up includes multiple days, please include additional pages with a daily set-up schedule).

Set-Up Time: 7:00 AM

Break Down Date: 7/24/14

Break Down Time: 7:00 AM

Event Location: ① UPPER PIER AV TUES. 7/21 ② MOVIE 7/22 w/ FRIENDS OF PARK ③ PIER PLAZA 7/23

Estimated # of Participants: _____

Age of Participants: _____

Estimated # of Spectators (daily): _____

Total Estimated Attendance: 200

Overall Event Description - Briefly explain event and activities:

THURSDAY, JULY 23, 2015

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):

<u>HERMOSA AV</u>	between	<u>10th</u>	and	<u>12th</u>	<u>10</u>	am/pm	to	<u>6</u>	am/pm
<u>PIER AV</u>	between	<u>Hermosa</u>	and	<u>Manhattan</u>	<u>10</u>	am/pm	to	<u>6</u>	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)

Rough Plan based on preliminary outline with City of Hermosa Beach to partner with The Rotney Club of Hermosa Beach. Additional details to follow upon coordination with Community Resource Dept.

Assembly Area/Event Start: Community Center, 710 PIER AV.

Disbanding Area/Event End: Pier Plaza, Hermosa Beach

Sponsors

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

City of Hermosa Beach

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	<u>July 21, 2014</u>	from	<u>10</u> <u>am/pm</u>	to	<u>8</u> <u>am/pm</u>
Date	<u>July 22, 2014</u>	from	<u>10</u> <u>am/pm</u>	to	<u>8</u> <u>am/pm</u>
Date	<u>July 23, 2014</u>	from	<u>10</u> <u>am/pm</u>	to	<u>6</u> <u>am/pm</u>

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):

SOUND STAGE AT PIER AVE PLAZA, microphone, medium-sized speaker, podium.

Is this a fundraising event? Yes No

-If YES, please describe:

Will there be any fenced areas? Yes No

-If YES, please describe:

Single-line cord and post to create simple boundaries around stage area.

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

-If YES, please describe:

Simple Sun Shades - 10x10 for DONATION BOOTHS and shade for athletes and City officials, stage, Balloon arch, risers for steps to stage.

What is your clean-up plan post event?

Respectfully request city guidance and resource support.

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: NONE

Methods of Registration (please check all that apply):

Website

Active.com

Mail

Other

ROTARY CLUB

Prizes (including anticipated cash prizes):

Certificates of Participation for athletes and community, if applicable.

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:

TBD

Do you plan on utilizing volunteers?

Yes

No

-If YES, please describe:

ARC
BOY SCOUTS
GIRL SCOUTS
TCHD
SANPIPERS

ED FOUNDATION
ROTARIANS
STUDENTS
(ASB, ROTARACT,
Soroptimists, Key Club)

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

TBD

EVENT PROMOTION INFORMATION

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

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).

PENDING

- 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 _____

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.

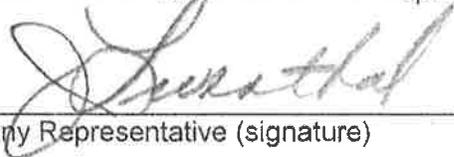
Please describe your accessibility plan:

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)

10/30/14

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: WORLD GAMES 2015
HOST TOWN HERMOSA Expected Attendance: 100 athletes
Residents TBD ^T
COPICHERS

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	LIMITED FOOD
▪ Reduce size/bulk of plates, containers, cups	All events	REDUCED PKG
▪ Use products with high recycled content	All events	Eco-friendly Materials
▪ Avoid sale or give-away of single-use plastic bottled drinking water	All events	POTABLE WATER and BEVERAGES
▪ Provide free drinking water in large dispensers (people can refill their own bottles, or use paper cups)	500 or more	
▪ 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	N/A
2. Recycling containers:		
▪ Place well-marked recycle containers adjacent to every trash container	500 or more	yes
▪ Provide onsite 'monitors' directing people to recycling at prime locations, or provide secondary trash sorters	2000 or more	yes
3. Staging		
▪ Recycle or reuse event construction materials	2000 or more	yes
▪ Use 'no emission/no VOC' paints/sealants	500 or more	yes
Transportation		
▪ No-idling policy for all vehicles	All events	yes
▪ Sponsor free shuttle or low cost bus passes	2000 or more	yes
▪ Use hybrid, electric or CNG vehicles	2000 or more	N/A
Energy		
▪ Use energy-efficient lighting	All events	N/A
▪ Turn lighting and devices off when not in use	All events	yes

City of Hermosa Beach

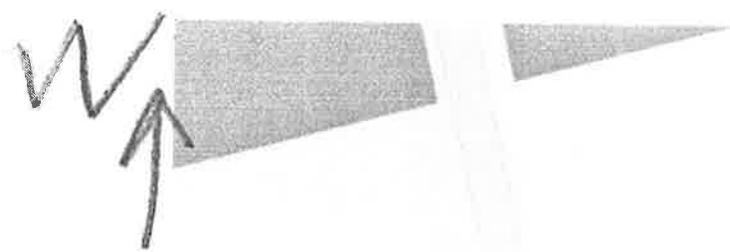
Valley Park



CITY of Hermosa Beach - SOUTH PARK



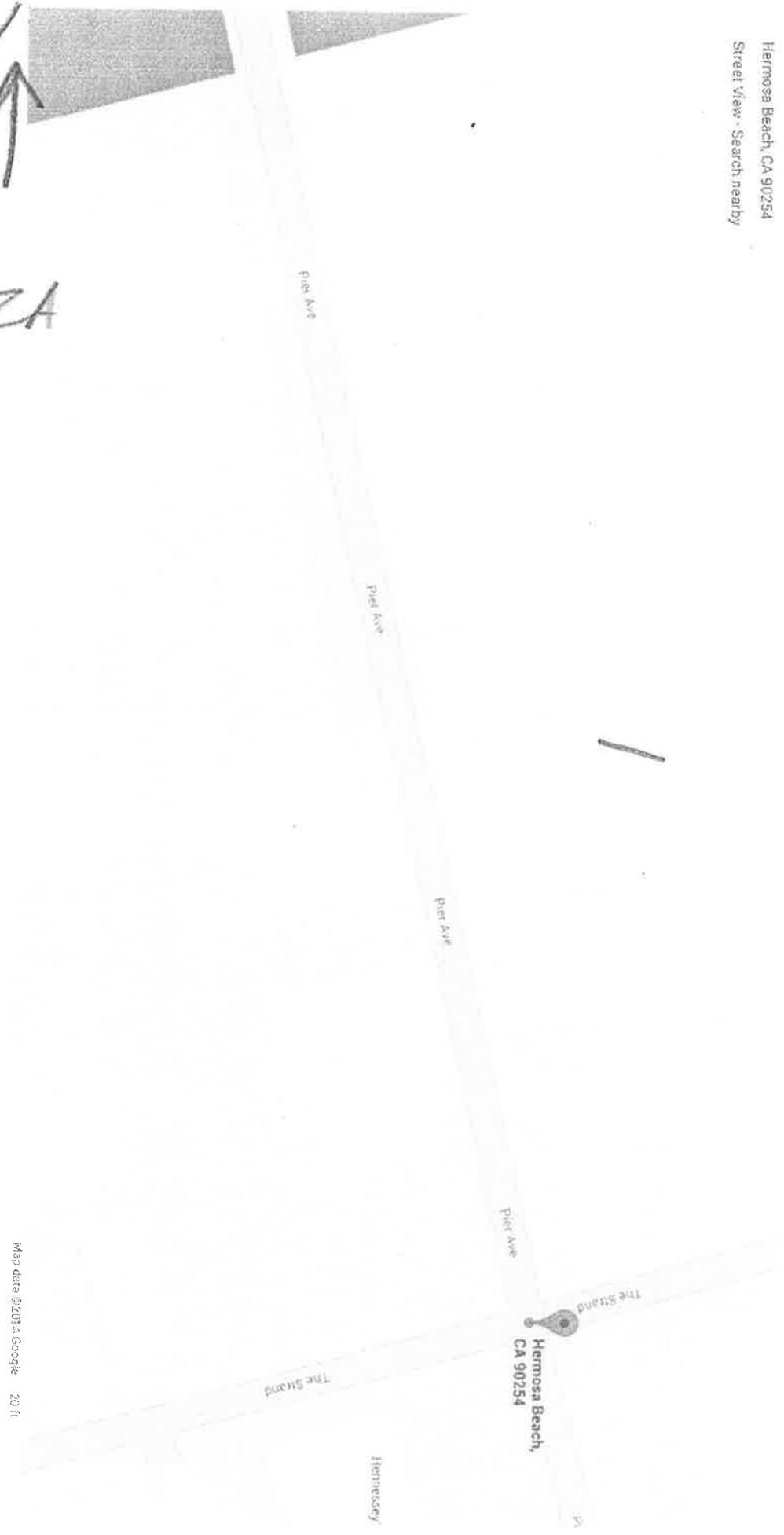
small sporting events and picnics.



PIER PLAZA



THURSDAY
JULY 23



Map data ©2014 Google 20 ft

