



City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER:	
RECEIVED	
EVENT DATE:	
DATE STAMP OCT 30 2014	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 30ST, 2014** FOR EVENTS SCHEDULED FROM JANUARY THROUGH JUNE, AND DUE MARCH 1, 2015 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 **:TBD(8-one day competitions)- (depend on the international Tour Schedules)
2nd Choice ** (Required): _____ Will only be 4 courts maximum & will be run mid week (Tues or Wed)
****Date choice is not guaranteed until final calendar has been determined by City staff.**

ORGANIZATION'S INFORMATION			
EVENT TITLE:	USA Volleyball Beach NORCECA and FIVB Qualifiers		
Applicant Name:	Jonpaul Roepke		
Organization Name:	USA Volleyball		
Non Profit?:	No	Yes	Non-Profit I.D. or Tax Exempt #: 80-0551967
Address:	20501 Earl St. Ste 3		
	Torrance, CA 90503		
	City	State	Zip
Phone:	(310) 975-3933	Cell:	(949-) 285-0855
Email Address:	jonpaul.roepke@usav.org	Fax:	(310) 376-7300
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:	Jonpaul Roepke	Cell:	(949-) 285-0855

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

- | | | |
|---|--|-------------------------------|
| <input type="checkbox"/> Race (run, walk, bike, etc.) | <input checked="" type="checkbox"/> Tournament | Type: <u>Beach Volleyball</u> |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Pass-Through | |
| <input type="checkbox"/> Street Fair/Festival | <input type="checkbox"/> Fundraiser | Benefitting: _____ |
| <input type="checkbox"/> Concert | <input type="checkbox"/> Other | _____ |

Event Start Time: 9AMEvent End Time: 6PMSet-Up Date: TBDSet-Up Time: 6AM

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

Break Down Date: TBDBreak Down Time: 6PMEvent Location: Courts north of the pierEstimated # of Participants: up to 32Age of Participants: 18 and upEstimated # of Spectators (daily): up to 100Total Estimated Attendance: up to 200**Overall Event Description** - Briefly explain event and activities:

NORCECA and FIVB Qualifiers are small tournaments used to determine which professional athletes travel internationally to NORCECA and FIVB events to represent the USA. These qualifiers are either 4 or 8 teams per gender and are some of the top teams in the country. These qualifiers have huge a huge impact on Olympic qualifying since the FIVB and NORCECA Beach tours are part of the Olympic Qualifying process which starts in 2015. We plan on running eight of these qualifiers this year mid-week(tues or wed) and only use four courts maximum. The format for these tournaments are either 4 or 8 teams single elimination tournaments.

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: _____

Sponsors

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

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 _____ 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*)?

(*Note: No sales on beach per HBMC*)

Yes No

Does your event involve the sale or consumption of alcoholic beverages?

Alcohol is prohibited on the beach per HBMC 12.26.300

Yes No

Will the event have amplified sound?

Yes No

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

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: We plan on having 1 or 2 - 10x10 pop up tents, a few tables and chairs.

What is your clean-up plan post event? Tear down and clean up will be done on immediately following the event. We will have staff that will be present the entire event to help with picking up trash and keeping the beach 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: No registration fees or \$25 per athlete depending on National team involvement.

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:

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

Crowds and internal security shall be handled by the event staff, coaches, referees and if necessary, we will coordinate with local police to handle any problems that may arise during the tournament.

EVENT PROMOTION INFORMATION

Please describe marketing and promotional efforts for this event. Include event website, social networking sites, radio play, etc. USA Volleyball will promote the event at www.usavolleyball.org, on twitter @usavbeach, press releases, and through email and newsletter to our database of volleyball players.

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 type="checkbox"/> Generator _____ | Size: _____ |
| Size/Type: _____ | <input type="checkbox"/> Trailer _____ |
| <input type="checkbox"/> Vans _____ | Size: _____ |
| Size: _____ | <input type="checkbox"/> Stage _____ |
| <input type="checkbox"/> Sound Equipment _____ | Measurements: _____ |
| <input type="checkbox"/> Enclosed Tents _____ | <input checked="" type="checkbox"/> Canopies <u>2 - 10x10 tents</u> |
| <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 work with lifeguards to coordinate use of accessibility plans for the beach that would include using beach wheelchairs and staff to get disabled fans out to the courts.

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.

Jonpaul Roepke

Company Representative (signature)

Oct 29, 2014

Date

Department of Community Resources

Date



PUBLIC RELATIONS INFORMATION

Please provide the following information to be given out to the general public, if requested:

Name of Event: USA Volleyball Beach NORCECA Qualifier or FIVB Qualifier

Name of Organization: USA Volleyball

Event Dates and Times:

Date	TBD - (Waiting for international events schedules- NORCECA Tour and FIVB Tour)			
Times	9AM -4PM			

Event Information can be found online at: <http://www.teamusa.org/USA-Volleyball/USA-Teams/Beach-Volleyball>

Public Relations Contact: BJ Hoepfner Evans

Day Phone: 719-228-6800 Evening Phone: 719-649-2389

Email: B.J. Hoepfner Evans <bj.evans@usav.org>

Please provide a brief description of your event. Please include any information that would be helpful for someone looking for more information.

The NORCECA and FIVB schedule will be out in Jan or Feb and then we will schedule the Qualifiers and information will be found at the links below.

To register for NORCECA Qualifiers - Click here - <http://www.teamusa.org/USA-Volleyball/USA-Teams/Beach-Volleyball/NORCECA-Registration>

To register for FIVB Qualifiers - Click here - <http://www.teamusa.org/USA-Volleyball/USA-Teams/Beach-Volleyball/FIVB-Registration>

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: NORCECA & FIVB Qualifiers **Expected Attendance:** Up to 200

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	No decor items will be needed for our event.
<ul style="list-style-type: none"> ▪ Reduce size/bulk of plates, containers, cups 	All events	Reusable water bottles will be used in place of cups.
<ul style="list-style-type: none"> ▪ Use products with high recycled content 	All events	Paper products will be used instead of plastic.
<ul style="list-style-type: none"> ▪ Avoid sale or give-away of single-use plastic bottled drinking water 	All events	No single use water bottles will be sold.
<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	
<ul style="list-style-type: none"> ▪ At 'beer or drink gardens' recycle cups (provide dump station for liquids) 	2000 or more	
<ul style="list-style-type: none"> ▪ Recycle fry-grease for bio-diesel fuels 	2000 or more	
<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	
2. Recycling containers:		
<ul style="list-style-type: none"> ▪ Place well-marked recycle containers adjacent to every trash container 	500 or more	
<ul style="list-style-type: none"> ▪ Provide onsite 'monitors' directing people to recycling at prime locations, or provide secondary trash sorters 	2000 or more	
3. Staging		
<ul style="list-style-type: none"> ▪ Recycle or reuse event construction materials 	2000 or more	
<ul style="list-style-type: none"> ▪ Use 'no emission/no VOC' paints/sealants 	500 or more	
Transportation		
<ul style="list-style-type: none"> ▪ No-idling policy for all vehicles 	All events	Vehicles will be shut off when parked.
<ul style="list-style-type: none"> ▪ Sponsor free shuttle or low cost bus passes 	2000 or more	
<ul style="list-style-type: none"> ▪ Use hybrid, electric or CNG vehicles 	2000 or more	
Energy		
<ul style="list-style-type: none"> ▪ Use energy-efficient lighting 	All events	No lighting will be used.
<ul style="list-style-type: none"> ▪ Turn lighting and devices off when not in use 	All events	No lighting will be used.

▪ Turn off generators when not in use for significant period of time	All events	No generator will be used.
▪ 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. <u>Events on Pier Plaza, Pier Avenue and Hermosa Avenue: NO single-use plastic bags.</u>	All events	No plastic bags will be used.
▪ 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 styrofoam will be used.
▪ No hosing of surfaces unless specifically allowed by city	All events	No hosing will be needed at your event.
▪ Full containment of all wastes	All events	Trash cans will contain all waste.
▪ 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	No six pack rings will be present.
▪ Provide recycling containers and litter control	All events	Recycling boxes will be placed next to trash
▪ Beach and street cleaning required	500 or more	cans.
Education		
▪ Event and vendors to make reducing waste and recycling a prominent theme	500 or more	
▪ 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	