



City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER:

EVENT DATE:

RECEIVED

DATE STAMP

JAN 20 2015

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 30, 2014 FOR EVENTS SCHEDULED FROM JANUARY THROUGH JUNE 2015, AND DUE MARCH 2, 2015 FOR EVENTS SCHEDULED FROM JULY THROUGH DECEMBER, 2015.
- \$758 Non-Refundable Application FEE required with application.
- \$505 Non-Refundable Application FEE, for VERIFIABLE non-profits (SEE INSTRUCTIONS)

Requested Event Date (1st Choice**): SEPT. 19, 2015

2nd Choice ** (Required): SEPT. 12, 2015

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

ORGANIZATION'S INFORMATION

EVENT TITLE: BOARD SHORT MILK

Applicant Name: TOM HOFFMAN Birthdate: 03-03-50

Organization Name: CHALLENGED ATHLETES FOUNDATION

Non-Profit? No Yes Non-Profit I.D. or Tax Exempt #: 33-40739596

Address: 9591 WAPLES ST.
SAN DIEGO, CA City State Zip 92121

Phone: 858 210 3575 Cell: 562-773-0350

Email Address: COMPTONHOFFMAN@YAHOO.COM Fax: 310-265-0806

CONTACT PERSON'S INFORMATION (IF DIFFERENT FROM ABOVE)

Name: _____ Birthdate: _____

Address: _____
City State Zip

Phone: _____ Cell: _____

Email Address: _____ Fax: _____

REQUIRED: CONTACT PERSON ON THE DAY OF THE EVENT:

Name: TOM HOFFMAN Cell: 562-773-0350

EVENT INFORMATION

Event Type (please select all that apply):

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

Event Start Time: 10:00 AM Event End Time: 12:00 P.M.

Set-Up Date: 09-19-15 Set-Up Time: 7:00 AM
(If set up includes multiple days, please include additional pages with a daily set-up schedule).

Break Down Date: 09-19-15 Break Down Time: 12:30 PM

Event Location: ON BEACH JUST SOUTH OF PIER

Estimated # of Participants: 40 Age of Participants: 18-70

Estimated # of Spectators (daily): 15 Total Estimated Attendance: 55

Overall Event Description - Briefly explain event and activities:

EVENT IS A NON COMPETITIVE ONE MILE SWIM ON A COURSE MARKED BY BOYS (LIFEGUARD PLACED) WITH THE START/FINISH SOUTH OF THE PIER

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):

NA

_____	between _____	and _____	_____	to _____
_____	between _____	and _____	_____	to _____
_____	between _____	and _____	_____	to _____
_____	between _____	and _____	_____	to _____
_____	between _____	and _____	_____	to _____

Event Route (official map must be submitted with application)

SEE ATTACHED

Assembly Area/Event Start: 10:10 AM

Disbanding Area/Event End: 10:30 AM

Sponsors

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

NONE

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 (attach additional sheets if necessary):

# of Spaces _____	Date _____	from _____	to _____
# of Spaces _____	Date _____	from _____	to _____
# of Spaces _____	Date _____	from _____	to _____

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):

Is this a fundraising event? Yes No

-If YES, please describe:

TO BENEFIT THE CHALLENGED ATHLETES FOUNDATION WHICH PROVIDES PROSTHETIC DEVICES TO HANDICAPPED ATHLETES

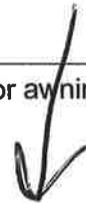
Will there be any fenced areas? Yes No

-If YES, please describe:

TWO CANOPIES. ONE FOR REGISTRATION ONE FOR SILENT AUCTION

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?

EVENT STAFF, 4-6 PEOPLE, WILL REMOVE
CANOPIES AND PICK UP ANY LITTER

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: \$55

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:

EVENT STAFF IS VOLUNTEER

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

THIS EVENT IS A SOCIAL GATHERING OF
OCEAN SWIMMERS TO HONOR THE PERSON
OF JOHN COUGHTIN WHO HAS OVERLOOKED FROM
THE LOSS OF A LIMB IN A BOATING
ACCIDENT

EVENT PROMOTION INFORMATION

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

THE EVENT IS MANAGED BY ACTIVE.COM AND WORD OF MOUTH IN THE OLBAN SWIMMING COMMUNITY

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</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:

NO SPECIAL REQUIREMENTS BEYOND THE PUBLIC ACCESS TO HERMOSA BEACH.

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.

Tom Hoffmann

Name/Company Representative

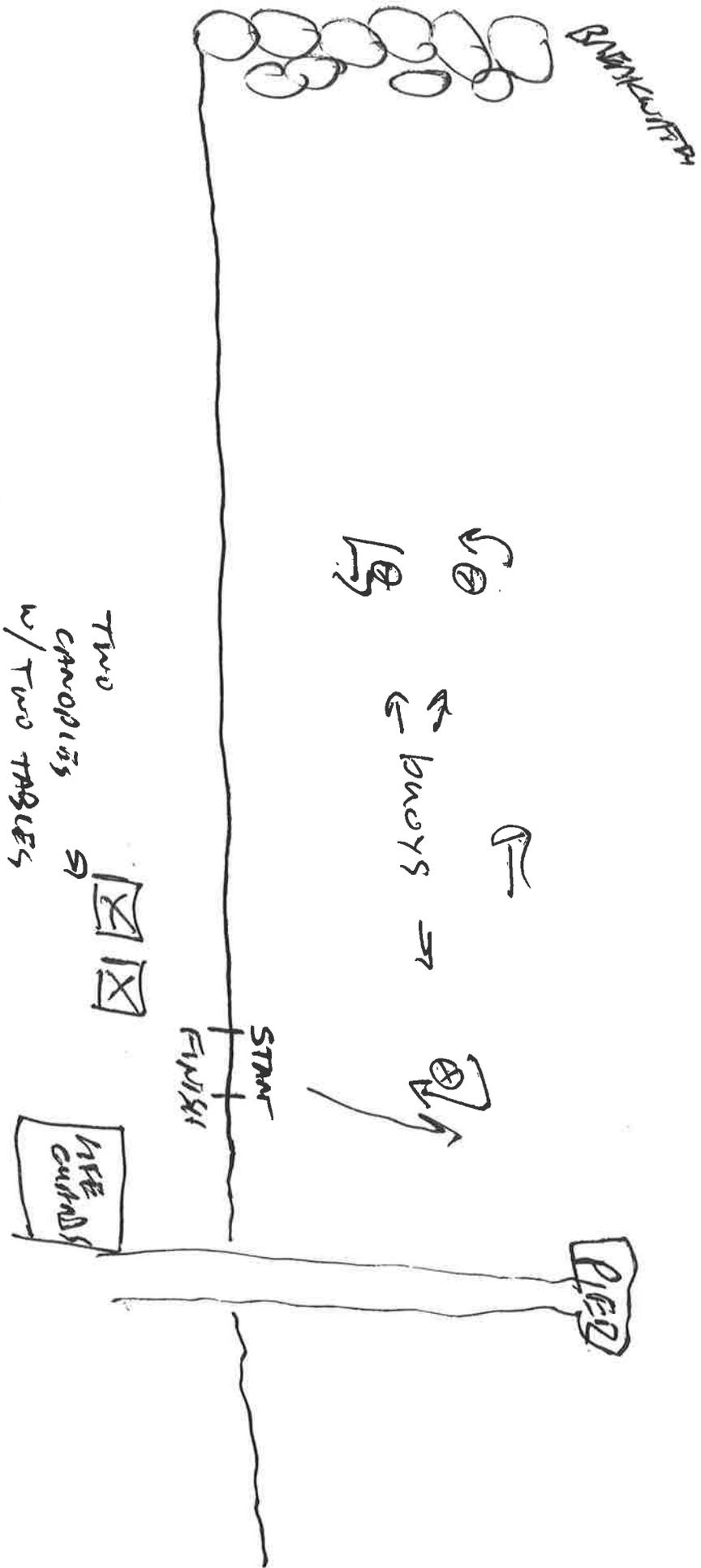
[Handwritten Signature]

Signature

01-19-15

Date

BOARD SHORT NILE 2015 SIDE PLAN





PUBLIC RELATIONS INFORMATION

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

Name of Event: BOARD SHORT MILE

Name of Organization: CHALLENGED ATHLETES FOUNDATION

Event Dates and Times:

Date	09-19-15				
Times	10:00				

Event Information can be found online at: ACTIVE.COM

Public Relations Contact: TOM HOFFMAN

Day Phone: 562 773 0350 Evening Phone: 310-265-0200

Email: COMPTONHOFFMAN@YAHOO.COM

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



GREEN MATRIX (Environmental Protection Plan)

(Required for all event applications)

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: BOARD SHORT MILK

Expected Attendance: 50

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	COLLECT ALL PLASTIC BOTTLES/RECYCLE
<ul style="list-style-type: none"> Reduce size/bulk of plates, containers, cups 	All events	N/A
<ul style="list-style-type: none"> Use products with high recycled content 	All events	N/A
<ul style="list-style-type: none"> Avoid sale or give-away of single-use plastic bottled drinking water 	All events	N/A
<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	N/A
<ul style="list-style-type: none"> Provide onsite 'monitors' directing people to recycling at prime locations, or provide secondary trash sorters 	2000 or more	N/A
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	PUBLIC PARKING
<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
<ul style="list-style-type: none"> Turn lighting and devices off when not in use 	All events	N/A

<ul style="list-style-type: none"> ▪ Turn off generators when not in use for significant period of time 	All events	NO GENERATORS
<ul style="list-style-type: none"> ▪ Using alternative energy (solar, wind, fuel cell) to supply some power 	2000 or more	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 BAGS
<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 STYROFOAM
<ul style="list-style-type: none"> ▪ No hosing of surfaces unless specifically allowed by city 	All events	N/A
<ul style="list-style-type: none"> ▪ Full containment of all wastes 	All events	N/A
<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	N/A
<ul style="list-style-type: none"> ▪ Provide recycling containers and litter control 	All events	EXISTING RECYCLING CONTAINERS
<ul style="list-style-type: none"> ▪ Beach and street cleaning required 	500 or more	N/A
Education		
<ul style="list-style-type: none"> ▪ Event and vendors to make reducing waste and recycling a prominent theme 	500 or more	N/A
<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	N/A
<ul style="list-style-type: none"> ▪ Demonstrate that vendors and service providers will comply with green measures 	500 or more	N/A
Monitoring		
<ul style="list-style-type: none"> ▪ Report on compliance with above applicable measures 	500 or more	N/A