



## City of Hermosa Beach Special Event Application Rules and Regulations

Applications and other required documents must be submitted to:  
**City of Hermosa Beach Community Resources Department**  
**710 Pier Avenue, Hermosa Beach, CA 90254**

Office Phone: 310.318.0280 • Email: [hbconnect@hermosabch.org](mailto:hbconnect@hermosabch.org) • Fax: 310.372.4333

**Please refer to the Special Event Policy Guide on the City website for a complete listing of all policies and procedures related to special events in the City of Hermosa Beach.**

Application, application fee and all required documents **must** be submitted to the Department of Community Resources to be considered.

**Please note:**

- ✓ **Applications *MUST* be completed electronically – handwritten applications will not be accepted.** (Instructions for completing applications electronically can be found on the City website.)
- ✓ **ALL sections and pages of the application *MUST* be completed (or marked N/A) to be eligible for review.** You will be notified by City staff if your application was not accepted due to it being incomplete.

### Approval Process

Event Level	Approval Group	Event Review Schedule
Impact Level I	Approved by Community Resources Staff	As received
Impact Level II	Approved by the Parks, Recreation and Community Resources Advisory Commission	Meets monthly (first Tuesday of each month)
Impact Level III & New Events	Approved by public hearing at the Parks, Recreation and Community Resources Advisory Commission and City Council	Meets monthly (Commission) (first Tuesday of each month)
		Meets bi-monthly (Council) (second and fourth Tuesday of each month)

### Multiple Events

If you are applying for multiple event days and ALL characteristics of each day are the SAME (set-up, parking requests, etc.), you are welcome to submit one application and one application fee that includes all dates. Once an event has any details that differ between event dates, you are required to submit a SEPARATE application and application fee for each.

*Example: A youth volleyball organization is holding a variety of tournaments, including:*

- *May – youth tournament (80 participants, 10 volleyball courts)*
- *June – youth tournament (80 participants, 10 volleyball courts)*
- *July – adult tournament (100 participants, 16 volleyball courts)*

*The May and June events will be accepted on one application; the July event is required to be submitted on a separate application outlining that event's details.*

**YOU MUST SUBMIT THE FOLLOWING:** To avoid processing delays of your application, do not leave any sections blank. Indicate items that do not apply with an N/A. Attach additional sheets to the application if more space is required.

- ☒ **Completed Application (ALL pages – blank pages marked NA)**
- ☒ **Application Fee**
  - Submit non-refundable \$816 application fee (\$544 for nonprofits or \$272 for pass-throughs) payable to the City of Hermosa Beach. ***Applications received without the application fee will not be reviewed and will be returned as incomplete.***
- ☒ **Site Plan**
  - Include location of stages, tents, portable toilets, dumpsters, registration areas, fencing, barricades, bleachers, generators and all other items for your event. Facilities, equipment placement, parking needs, ingress and egress routes and street closure requests must also be included. The City may require a certified Traffic Control Plan (TCP) should your event be approved. *Please note that completion of the Beach Usage Map (p. 14) does not qualify as a site plan.*
- ☒ **Proof of Non-Profit Status** Pending status does not qualify. Non-profit organizations must apply under their own name and not borrow the non-profit status of another entity.
  - ☐ **Non-Profit Designation Letter**
  - ☐ **Current Copy of Form 990**

**AGREEMENT AND SIGNATURE:**

I, the undersigned representative, have read the rules and regulations with reference to this application and am duly authorized by the organization to submit this application on its behalf. The information contained herein is complete and accurate.

Joseph Iside

8/15/18

Signature of Applicant

Date

**POTENTIAL POLICY UPDATES FOR 2019**

Please note that as part of the Parks, Recreation and Community Resources Advisory Commission's ongoing efforts to streamline and strengthen the effectiveness of the Special Event Policy, the following high-priority topics will be under review by the Commission and Council, which may result in policy changes for 2019, including, but not limited to:

- Review and Approval Procedures
- Fee Waiver Policy and Procedures
- Accessibility Requirements

Please be mindful of these potential changes. Staff will keep all approved event producers updated.



City of Hermosa Beach  
Community Resources Department

PERMIT NUMBER:

EVENT DATE:

DATE STAMP

STAFF  
INITIALS

## COMMERCIAL AND NON-PROFIT SPECIAL EVENT PERMIT APPLICATION

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

- **\$816 Non-Refundable Application FEE** *required with application.*
- **\$544 Non-Refundable Application FEE, for VERIFIABLE non-profits (SEE INSTRUCTIONS)**

### ORGANIZATION & EVENT INFORMATION

EVENT TITLE:	Hope Chapel Hermosa Beach Sunrise Service		
Applicant Name:	Jospeh Iside	Birthdate:	12/16/80
Organization Name:	Hope Chapel Hermosa Beach		
Non-Profit?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Non-Profit I.D. or Tax Exempt #:	95-2575880
If non-profit, please describe who will benefit from funds raised from your event: No funds raised at event.			
Address:	2420 Pacific Coast Highway		
	Hermosa Beach	Ca	90254
	City	State	Zip
Phone:	310.374.4673	Cell:	310.793.6634
Email Address:	joey.iside@hopechapel.org	Fax:	310.374.8558

#### **\*\*1<sup>st</sup> CHOICE EVENT DATE(S):**

Set-Up Date(s): 4/21/18  
Event Date(s): 4/21/19  
Clean-Up Date(s): 4/21/19

If applicable, please provide a brief explanation detailing a necessity for holding your event during the date(s) listed above:

#### **\*\*2<sup>nd</sup> CHOICE EVENT DATE(S):**

Set-Up Date(s): n/a  
Event Date(s):  
Clean-Up Date(s):

If applicable, please provide a brief explanation detailing a necessity for holding your event during the date(s) listed above:

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

**Please describe your organization's experience producing similar events to the one described on this application:**

We produced this event last year, and it went off without a hitch. We have a lot of experience hosting events in Hermosa Beach.

**Please describe you and/or your organization's affiliation with the City of Hermosa Beach:**

We are a local church in Hermosa Beach

**REQUIRED: CONTACT PERSON ON THE DAY OF THE EVENT:**

Name: Joey Iside Cell: 310.793.6634

**PRE-EVENT CONTACT PERSON'S INFORMATION (IF DIFFERENT FROM CONTACT INFORMATION ON PREVIOUS PAGE)**

Name: n/a Birthdate: \_\_\_\_\_

Address: \_\_\_\_\_

City State Zip

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Please describe your personal experience producing similar events: \_\_\_\_\_

**EVENT INFORMATION**

Is this a NEW or RETURNING special event to Hermosa Beach? ☐ NEW ☒ RETURNING

-If this is a returning event, please indicate the number of years held in Hermosa Beach: \_\_\_\_\_

Please indicate your event level (please mark all that apply)

☒ Local ☐ Regional ☐ National  
☐ Championship ☐ Qualifier

Event Type (please select all that apply):

☐ Race (run, walk, bike, etc.) ☐ Tournament Type: \_\_\_\_\_  
☐ Parade ☐ Pass-Through  
☐ Street Fair/Festival ☐ Fundraiser Benefitting: \_\_\_\_\_  
☐ Concert ☐ Swim Event  
☒ Other Sunrise Church Service

PLEASE COMPLETE A DAILY BREAKDOWN OF EVENT-RELATED ACTIVITIES. PLEASE USE MULTIPLE LINES TO DISTINGUISH BETWEEN DIFFERENT DAILY ACTIVITIES. PLEASE ATTACH ADDITIONAL SHEETS, IF NECESSARY.

Date(s)	Daily Activity		Start Time	End Time
4/21/19	<input checked="" type="checkbox"/> Load-in/set-up	<input type="checkbox"/> Event day <input type="checkbox"/> Load-out/Clean-up	2:00am	5:59am
4/21/19	<input type="checkbox"/> Load-in/set-up	<input checked="" type="checkbox"/> Event day <input type="checkbox"/> Load-out/Clean-up	6:00am	7:29am
4/21/19	<input type="checkbox"/> Load-in/set-up	<input type="checkbox"/> Event day <input checked="" type="checkbox"/> Load-out/Clean-up	7:30am	9:00am
	<input type="checkbox"/> Load-in/set-up	<input type="checkbox"/> Event day <input type="checkbox"/> Load-out/Clean-up		

Event Location: Pacific Plaza 1559 PCH Hermosa Beach Ca 90254

If your event is on the beach, do you plan to remove any volleyball or beach tennis courts? ☐ YES ☐ NO

*If YES, please indicate which courts will be removed on the Beach Usage Map (p. 14)*

Estimated # of Participants: 100

Age of Participants: all ages

Estimated # of Spectators (daily): 800

Total Estimated Attendance: 900

### Marketing & Advertisement Plan

Please list how you plan to advertise & promote your event for **participants**:

In house and on social Media

Please list how you plan to advertise & promote your event for **spectators**:

On our marquee on the side of our building w permit as we did w Christmas.

### Overall Event Description - Briefly explain event and activities:

An amazing Easter Sunday Service that is celebrated right as the sun is rising. It is very symbolic of the holiday we are celebrating. We had members of the community come out overjoyed that this was taking place. There is a musical beginning that will last 20 minutes - and a very small section that will take place at the end. There will be coffee, donuts, and hot chocolate for the whole community to enjoy. There are many in Hermosa that celebrate this holiday, and it is our believe that they benefit from this event being thrown for that community

### 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)*:

n/a	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

### Description of Event Route *(official map must be submitted with application)*

n/a

Assembly Area/Event Start: n/a

Disbanding Area/Event End: n/a

### Sponsors

List **ALL** proposed/anticipated Co-Sponsors. Each Co-sponsor is a \$260 each and must be approved by the Community Resources Department. Co-sponsors may sample only, not sell.

No sponsors at this event.

**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	8	Date	4/21/19	from	4am	to	4pm
# of Spaces		Date		from		to	
# of Spaces		Date		from		to	

Will official event merchandise be sold at the event *(Business License required)*? ☐ Yes ☒ No

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 the fundraising activities:*

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:*

It is actually not constructed. Just a riser for the speaker and singer.

Already assembled: 20ft x 8ft x 2ftH

What is your clean-up plan post event?

We will clean up the event with volunteers. Last year the whole event including trash disappeared in and hour.

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

n/a

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: n/a Phone:                      # of Guards:                     

Guard Schedule:

We have an inhouse guard staff that will watch over the equipment and people. If anything changes and we do hire a company, we will let you know.

Do you plan on utilizing volunteers?



☒ Yes

☐ No

-If YES, please describe:

Volunteers will set up and tear down the event. As well as act as security.

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

We have an internal security squad that consists of ex police, private security, and other jobs in the security sector. They will be monitoring perimeters, equipment, any suspicious activity. Crowd control has never been a problem at any of our events. Leaders always make sure groups are where they should be, when they should be there. Everyone is guided to where they should be.

#### EVENT PROMOTION INFORMATION

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

We will promote this event in house, on our social media, and on our website. If approved, we may have signage on site.  
[www.hopechapel.org](http://www.hopechapel.org)

**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 NOTE: THE COMPLETION OF THE BEACH USAGE MAP, PAGE 14, DOES NOT QUALIFY AS 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 checked="" type="checkbox"/> Cars  | 8                   |
| <input type="checkbox"/> Semi-Trucks  |                     |
| <input checked="" type="checkbox"/> Generator                                     | 4 (quiet)           |
| Size/Type:  |                     |
| <input checked="" type="checkbox"/> Vans  | 1                   |
| Size:   |                     |
| <input checked="" type="checkbox"/> Sound Equipment                               | Complete List Above |
| <input type="checkbox"/> Enclosed Tents   |                     |
| <input type="checkbox"/> Other (please attach list with description of each item) |                     |

- |   |                |
|---|----------------|
| <input checked="" type="checkbox"/> Porta Potties | 4 by restrooms |
| <input type="checkbox"/> Motor Homes              |                |
| Size:   |                |
| <input type="checkbox"/> Trailer                  |                |
| Size:   |                |
| <input type="checkbox"/> Stage                    |                |
| Measurements:                                     |                |
| <input type="checkbox"/> Canopies                 |                |

**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:

Site is ADA compliant. We will also be adding porta potties with sinks attached the are accessible to all.

**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.

Joey Iside

Name/Company Representative

Joey Iside

Signature

8/15/19

Date



# IMPACT CHARACTERISTIC WORKSHEET (REQUIRED FOR ALL EVENTS)

Please consider details of your event and use this worksheet to determine its impact level. If you are applying for multiple events, please complete a different page for each if the event details are different.

**1** **Event Name:** Hope Chapel Sunrise Service  
**Event Date(s):** 4/21/18

**2**

Select one characteristic in each ROW as it relates to your event(s).

Please be sure to mark (i.e. "x", circle, checkmark, etc.) each selection. Failure to do so will deem the worksheet and application incomplete.

NUMBER OF EXPECTED PARTICIPANTS

SMALL  
100-500

MEDIUM  
500-2,000  
☒

LARGE  
2,000+

REOCCURRENCE

3+  
Years

ONCE  
BEFORE  
☒

NEW  
EVENT

LOCATION

PARKS  
BEACH  
☒

PIER  
PLAZA

STREETS/PUBLIC RIGHT  
OF WAY/STRAND

TIME OF YEAR

WINTER

SPRING  
OR FALL  
☒

SUMMER

DAY(S) OF THE WEEK

WEEKDAY

WEEKEND  
☒

HOLIDAY

NUMBER OF CONSECUTIVE DAYS

LESS  
THAN 2  
DAYS  
☒

2-4 DAYS

MORE  
THAN 5  
DAYS

NUMBER OF EVENTS  
IN ONE YEAR

1-2  
EVENTS/YEAR

3-4  
EVENTS/YEAR  
☒

MORE  
THAN 5  
EVENTS/YEAR

ADDITIONAL REQUESTS  
NEEDED

i.e. filming, reserved parking, fencing,  
stage or seating construction, road  
closures, amplified sound, etc.

NONE  
☒

1-2

2 OR  
MORE

**3**

Calculate the total number of each color/column selected.

TOTALS

3

5

0

IMPACT LEVEL I

At least 5 blue

IMPACT LEVEL II

At least 2 red

IMPACT LEVEL III

At least 2 green

**4**

Determine Impact Level by selecting the HIGHEST your event qualifies for.

IMPACT LEVEL 2

## **COMMUNITY BENEFIT**

Please provide a brief description of the benefit your event(s) add to the community. The Community Decision-Making Tool may be used as a guide and can be found on the City website at the following link:

<http://www.hermosabch.org/Modules/ShowDocument.aspx?documentid=5226>

**Event Name:** Hope Chapel Sunrise Service **Event Date(s):** 4/21/19

This not only provides a beautiful Easter service to the communities at large, it also drives business into local businesses. We will again be utilizing the Vons parking lot, and have a shuttle system that will bring down people to Pacific Plaza, and back to their cars.

## **PUBLIC RELATIONS INFORMATION**

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

**Name of Event:** Hope Chapel Sunrise Service

**Name of Organization:** Hope Chapel Hermosa Beach

### **Event Dates and Times:**

Date	4/21/18				
Times	6am-8am				

**Event Information can be found online at:** www.hopechapel.org

**Public Relations Contact:** joey.iside@hopechapel.org

**Day Phone:** 310.374-4673 **Evening Phone:** 310.793.6634

**Email:** joey.iside@hopechapel.org

Please provide a brief description of your event that can be used on the online City calendar. Please include details that would be helpful for someone looking for more information specific to your event.

Hope Chapel Sunrise Service  
Come Celebrate Easter as it rings in with a beautiful sunrise.  
Enjoy Music, Snacks, and an inspirational message for our community.

# **PRELIMINARY FEE WORKSHEET**

Please complete, to the best of your ability, all event-related fees as it pertains to your proposed event, **even if you are requesting fee waivers**. **REMINDER: ONLY VALID NON-PROFIT ENTITIES ARE ELIGIBLE FOR FEE WAIVER CONSIDERATION.** A final total of charges will be determined thirty days prior to your event once approval is granted; additional fees may apply when deemed necessary through the approval process. Please use this worksheet as a preliminary guide for planning purposes of city fees. Please note that fees may be updated at any time.

EVENT CATEGORY FEES	PRICE (subject to change)	MY EVENT FEES
Category I	70/30% of registration fees	
<ul style="list-style-type: none"> <li>&lt;500 people</li> </ul>		
Category II		
<ul style="list-style-type: none"> <li>Impacts public areas for no longer than one (1) day including set-up &amp; tear-down</li> <li>Is conducted in the off-season (not between Memorial Day and Labor Day or on any holiday)</li> <li>Participant plus Spectator crowd above 500 but does not exceed 3,000 people.</li> <li>Has no television coverage (except news).</li> <li>A non-profit entity is the beneficiary of the net revenues (100%).</li> <li>Does not meet any of the identifying criteria for a Category III or IV event.</li> </ul>	\$2596 per day	
Category III		
<ul style="list-style-type: none"> <li>Impacts public areas for more than one (1) day including set up.</li> <li>Participant plus Spectator crowd does not exceed 5,000 people.</li> <li>Has no television coverage (except news).</li> <li>Has more than \$3,000 and less than \$50,000 in prize money.</li> <li>Does not meet any of the identifying criteria for a Category IV event.</li> </ul>	\$2856 per day	
Category IV		
<ul style="list-style-type: none"> <li>Meets Category III Criteria and has one or more of the following: <ul style="list-style-type: none"> <li>Has network television coverage or</li> <li>Estimated participant/spectator crowds exceeds 5,000 people or</li> <li>Prize money in excess of \$50,000 or</li> <li>Charges admission to spectator Gross revenues in excess of \$50,000.</li> </ul> </li> </ul>	\$5192 per day	

MISCELLANEOUS FEES	PRICE (subject to change)	MY EVENT FEES
Commercial Application Fee - <i>non-refundable</i>	\$816	
Non-Profit Application Fee - <i>non-refundable</i>	\$544	
Pass-Thru Application Fee - <i>non-refundable</i>	\$272	
Amplified Sound Permit	\$160	
Street Banner Fees	\$570	
Event Co-Sponsor	\$273 each	
Event Set-Up/Tear-Down	\$217 per location, per day	
Community Resources Staff (Required Cat. II-IV)	\$326 per day	
Paramedic	\$131 per hour	
Fire Inspection	\$157 per hour	
Police	\$112 per hour	
Parking Meter Space Fee	\$30 per space, per day	

**Preliminary TOTAL \$11,292.00**

# **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 you have a multi-year contract for your event, please show how you will increase compliance in subsequent years.

**Event Name:** Hope Chapel Hermosa Beach Sunrise Service

**Expected Attendance:** 1100

MEASURE	CHECK IF APPLICABLE	HOW WILL YOU COMPLY? (use additional sheets if needed)
<b>Recycling and Waste Reduction</b>		
<b>1. Reduce waste and single-use items</b>		
▪ Limit single-use paper, plastics, packaging, and décor items	<input checked="" type="checkbox"/>	
▪ Reduce size/bulk of plates, containers, cups	<input checked="" type="checkbox"/>	
▪ Use products with high recycled content	<input checked="" type="checkbox"/>	
▪ Avoid sale or give-away of single-use plastic drinking water bottles. * <u>A mobile water cart</u> ('Mother-Lode Wide') is available for use and reusable water bottles are encouraged	<input checked="" type="checkbox"/>	
▪ Provide free drinking water in large dispensers (people can refill their own bottles, or use paper cups) * <u>Large drink dispensers</u> are available for use and reusable water bottles are encouraged	<input checked="" type="checkbox"/>	
▪ At 'beer or drink gardens' use recycled or compostable cups (provide dump station for liquids)	<input type="checkbox"/>	n/a
▪ Recycle fry-grease for bio-diesel fuels	<input type="checkbox"/>	n/a
▪ Limit and reduce size of handouts, flyers and give-aways (print several per page, double-side, do not use dark color inks)	<input checked="" type="checkbox"/>	
<b>2. Recycling containers:</b>		
▪ Place well-marked recycle containers adjacent to every trash container	<input checked="" type="checkbox"/>	
▪ Provide onsite 'monitors' directing people to recycling at prime locations, or provide secondary trash sorters.	<input checked="" type="checkbox"/>	
▪ Scavenging is prohibited from waste containers. Prevent and report scavenging	<input checked="" type="checkbox"/>	
<b>3. Staging</b>		
▪ Recycle or reuse event construction materials	<input checked="" type="checkbox"/>	
▪ Use 'no emission/no VOC' paints/sealants	<input type="checkbox"/>	n/a

<b>3. Transportation</b>		
▪ No-idling policy for all vehicles	<input checked="" type="checkbox"/>	
▪ Sponsor free shuttle or low cost bus passes	<input checked="" type="checkbox"/>	
▪ Use electric, hydrogen, hybrid or CNG vehicles	<input type="checkbox"/>	n/a
<b>4. Energy</b>		
▪ Use energy-efficient lighting	<input type="checkbox"/>	n/a
▪ Turn lighting and devices off when not in use	<input checked="" type="checkbox"/>	
▪ Turn off generators when not in use for significant period of time	<input checked="" type="checkbox"/>	
▪ Using alternative energy (solar, wind, fuel cell) to supply some power	<input checked="" type="checkbox"/>	
▪ Use alternative fuel generators (CNG, fuel cell, biodiesel) (biodiesel- minimum B20 (20% blend); B99 is preferred)	<input type="checkbox"/>	n/a
<b>5. Marine environment</b>		
▪ <u>NO single-use plastic bags starting October 1, 2016.</u>	<input checked="" type="checkbox"/>	
▪ <u>including take-out cups or containers.</u>	<input checked="" type="checkbox"/>	
▪ No hosing of surfaces. Consult Public Works regarding clean-up procedures for large events	<input checked="" type="checkbox"/>	
▪ Full containment of all wastes	<input checked="" type="checkbox"/>	
▪ Full containment of all six-pack plastic rings. Cut rings prior to disposal.	<input checked="" type="checkbox"/>	
If Beach and street cleaning required consult Public Works regarding clean-up procedures	<input type="checkbox"/>	n/a
<b>6. Education</b>		
Event and vendors to make reducing waste and recycling a prominent theme	<input checked="" type="checkbox"/>	
▪ Provide one booth, kiosk or space for green education sponsored by city or designee	<input type="checkbox"/>	n/a
▪ Advertise green measures and rules in all event advertising and on website	<input checked="" type="checkbox"/>	
▪ Demonstrate that vendors and service providers will comply with green measures	<input type="checkbox"/>	n/a
<b>7. Monitoring</b>		
Report on compliance with above applicable measures	<input checked="" type="checkbox"/>	



## **BEACH USAGE MAP** *(required for all BEACH events)*

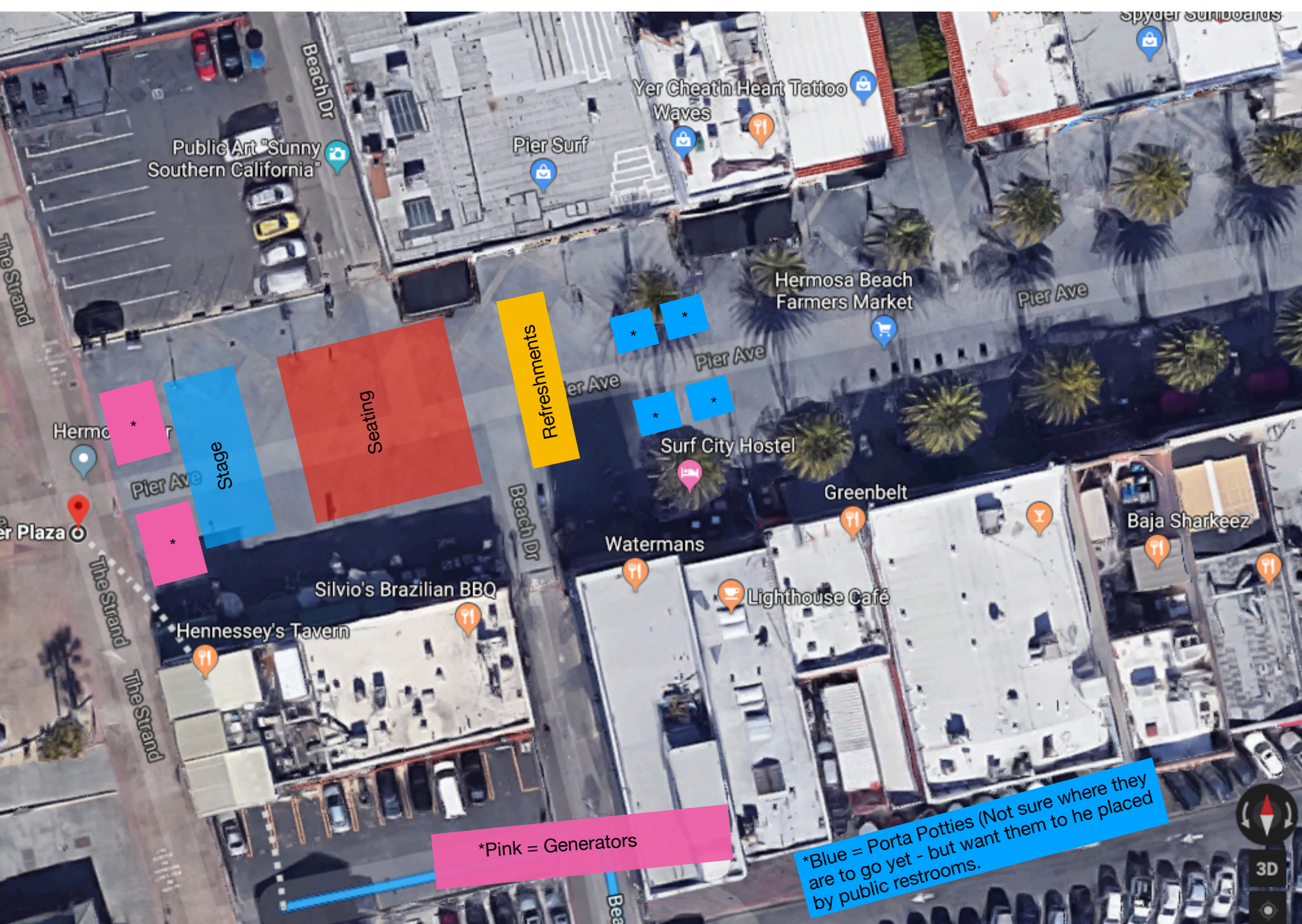
Please circle the courts that you will be using for your event. If you are applying for multiple events, please complete a different page for each, noting the event title and date below. Additionally, if you will be using different courts each day for multi-day events, please complete a separate form for each day. Completion of this map does not take the place of the required Site Plan.

Event Name: \_\_\_\_\_ n/a

Event Date(s): \_\_\_\_\_ n/a







\*Pink = Generators

\*Blue = Porta Potties (Not sure where they are to go yet - but want them to be placed by public restrooms.





## Hope Chapel Easter Sunrise Service @ Hermosa Pier Plaza

Date	Time	Item	Contact	Notes
Saturday 4-21-19	1:00 pm – 5:00 pm	Set up stage platform and chairs Pavement	Mike Wilson Cell-310-567-3834	
Sunday 4-21-19	1:00 am – 5:00 am	Audio equipment set up (No live audio during this time)	Show Tek Productions Jim Paul 1-949-606-2796	
Sunday 4-21-19	5:00 am – 6:00 am	Singers and team Sound line checks	Show Tek production and Hope Chapel music ensemble Jim Paul & Alan Kisaka	
Sunday 4-21-19	6:00 am – 7:30 am	Sunrise Service	Alan Kisaka (cell 310-259-2743, Dale Turner (Cell 310-408-7572)	
Sunday 4-21-19	7:30 am -8:30 am	Stack chairs and Load out	Mike Wilson	
Sunday 4-21-19	8:30 am – 9:00 am	Final Clean up	Mike Wilson	

Measures we are taking to minimize any disturbance caused.

1. No percussive instruments i.e. Drums. 1 acoustic guitars and voices.
2. Only 35 minutes of the 1/1/2 hour service will involve music and singing the rest of the time it will be the spoken word by our Preaching Pastor as well as a communion service.

## **Easter Sunrise Audio Equipment List**

1 Acoustic Guitar

2 Pas

4 10 Inch Speakers

Power Requirements - 4 dedicated 20 amp circuits

## **Easter Sunrise Checklist**

Sound Permit- Included in our application

- Sprinklers off 1 Day before for both Community Center and Valley Park
- Advanced Party Rentals
  - Delivery 3/31 at 3:00pm
  - Volunteers set-up chairs 3/31 at 5:00pm
  - Pick-up 4/1 at 8:00am
- Communion & Offering Table – 1 table set-up behind stage near a “viewable” exit point
- Electricity-Necessary amperage available?
- Stage- Podium & Stool for Zac
- Bulletin Ad for Volunteers
- Parking
  - Sunrise Service Parking Map – On website and for congregation
  - Parking Ministry Volunteers
  - Parking Flags
- Bathroom Use/Supplies
  - Bring Supplies- Towels, toilet paper, seat covers (Joey will go to Community Center to see if our supplies will fit)
  - Signage
  - Assign Clean-up crew
  - Secondary Option – Porta Potty Rental
- Cardboard Trash Cans
- Towels to wipe down chairs and tables
- Coffee, Hot Chocolate (premade) in Cambro Containers
- Airpots with Hot Water for tea
- Letter to Neighbors
- Security Guards Hired to Watch Over Equipment and Event
- Security Team Volunteer Counts – Sunrise Service 6-8, Valley Park 5-6