

June 4, 2003

City Council Meeting  
June 10, 2003

Mayor and Members  
of the City Council

**ORDINANCE NO. 03-1230 - "AN ORDINANCE OF THE CITY OF HERMOSA BEACH, CALIFORNIA, AMENDING SECTION 12.28.010 OF THE HERMOSA BEACH MUNICIPAL CODE RELATING TO THE REGULATION OF SPECIAL EVENTS IN THE CITY."**

Submitted for **adoption** and **waiver of full reading** is Ordinance **No. 03-1230**, relating to the above subject.

At the meeting of May 27, 2003, the ordinance was presented to the City Council for consideration and was introduced by the following vote:

AYES:	Dunbabin, Keegan, Reviczky, Yoon, Mayor Edgerton
NOES:	None
ABSENT:	None
ABSTAIN:	None

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Elaine Doerfling, City Clerk

Noted:

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Stephen R. Burrell, City Manager

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**ORDINANCE NO. 03-1230**

**AN ORDINANCE OF THE CITY OF HERMOSA BEACH,  
CALIFORNIA, CALIFORNIA, AMENDING SECTION 12.28.010 OF  
THE HERMOSA BEACH MUNICIPAL CODE RELATING TO THE  
REGULATION OF SPECIAL EVENTS IN THE CITY**

The City Council of the City of Hermosa Beach does hereby ordain as follows:

**SECTION 1.** Section 12.28.010 of Title 12, Chapter 12.28 of the Hermosa Beach Municipal Code is amended to read as follows:

**“12.28.010 Special Event Permits.**

- A. For purposes of this Section, a “special event” shall mean any organized event, activity, celebration or function involving the use of City property, rights-of-way, parkland or the beach at which twenty-five (25) or more persons are to be assembled. The activities described in Sections 12.28.060 through 12.28.090 and 12.28.110 are “special events” within the meaning of this Section regardless of anticipated or actual attendance.
- B. No person shall organize or conduct a special event without first obtaining a permit to do so as prescribed by this Section.
- C. Application for a special event permit shall be made on forms provided for that purpose by the Community Resources Department, and shall contain the following information:
1. Name, address, telephone number and other identification information about the person or organization responsible for organizing the event, including its commercial/nonprofit status.
  2. The proposed dates and hours of operation of the event, including the period required for set-up and break-down/clean-up.
  3. The estimated daily and total attendance at the event (including organizers, participants, spectators, volunteers and others), with an explanation as to the factual basis for the estimate.

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4. A description of all organized activities proposed to take place during the event, and whether admission is to be charged.
5. A description or diagram showing the proposed location of the event, including all temporary facilities/structures/signage/equipment to be erected, ingress and egress, number and type of vehicles and whether existing structures/facilities are to be relocated or modified.
6. A parking plan showing the number of public parking spaces to be occupied by the event organizers, the location of satellite parking lots to be used for attendee parking, arrangements for shuttle bus transportation, and plans for publicizing the availability of off-site public parking.
7. Such other information determined by the Director of Community Resources to be necessary to evaluate the proposed event.
8. A permit fee in an amount determined by resolution of the City Council.
9. A dated signature of the organizer or its authorized agent attesting to the truth, completeness and accuracy of the contents of the application.

- D. The Community Resources Director may issue a special events permit upon finding that:
1. The special event, if it falls within Sections 12.28.060 through 12.28.090 and 12.28.110, is included in the annual special event calendar approved by the City Council.
  2. The applicant reimburses the City for all costs incurred by the City in connection with the event, including public safety, traffic control and monitoring.
  3. The number of estimated attendees can be accommodated at the proposed location and surrounding area.
  4. The applicant is capable and qualified to manage the event in a competent, professional manner in accordance with all conditions of approval.
  5. Adequate provision has been made for satellite parking, shuttle transportation and traffic control.

6. Adequate provision has been made for security, crowd control, ingress and egress, and clean-up.
7. The total number of days required for the event shall not exceed sixteen (16) days.
8. The applicant provides required insurance, deposits, bonding and indemnification of the City.

E. The Community Resources Director may impose such conditions and operational rules and regulations on the special event permit as are necessary to minimize its impact on the community and to assure that it will not be a detriment to public health and safety. Such conditions include, but are not limited to:

1. Monetary deposits, bonds and other security as may be necessary to guarantee performance of all required conditions, clean-up and repair of any City property or facilities damaged as a result of the event.
2. Procurement of liability and other insurance policies to protect the applicant and attendees, naming the City and its officers and employees as additional insureds.
3. Limitations on the hours of operation and volume of public address systems and/or amplified music.

F. Any person may appeal a decision of the Community Resources Director as regards a special event permit application by filing an appeal in writing to the City Clerk within ten (10) days of the decision. The appeal shall set forth the grounds upon which the appellant believes the decision is in error or contrary to applicable law. The City Council shall consider and take action on the appeal at its next regular meeting following receipt of the appeal, provided that it may continue its deliberations to a date certain with the consent of the applicant. The decision of the City Council shall be final.”

**SECTION 2.** This code amendment is categorically exempt from environmental review pursuant to the California Environmental Quality Act Guidelines, Section 15305, Class 5: Minor Changes in Land

1 Use Limitations, because the amendment would make minor changes in the regulation of temporary land  
2 uses.

3 **SECTION 3.** Prior to the expiration of fifteen (15) days after the date of its adoption, the City  
4 Clerk shall cause the ordinance to be published in the Easy Reader, a weekly newspaper of general  
5 circulation, published and circulated in the City of Hermosa Beach.

6 **SECTION 4.** The City Clerk shall certify to the passage and adoption of this ordinance, shall  
7 enter the same in the book of original ordinances of said city, shall make minutes of the passage and  
8 adoption thereof in the records of the proceedings of the City Council at which the same is passed and  
9 adopted.

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11 **PASSED, APPROVED and ADOPTED** this 10th day of June, 2003 by the following vote:

12 AYES:  
13 NOES:  
14 ABSENT:  
15 ABSTAIN:

16 \_\_\_\_\_  
**PRESIDENT** of the City Council and **MAYOR** of the City of Hermosa Beach, California

17 ATTEST:

APPROVED AS TO FORM:

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19 \_\_\_\_\_  
20 City Clerk

\_\_\_\_\_ City Attorney