

## City of Sonora Special Event Permit Application

Revised 9-24-19

Account # 303-04103-003

A Special Event Permit is required for any <u>public</u> or <u>private</u> event to be held on any property under the City of Sonora's control. Special Event Permits are not required for events held at the Sonora Opera Hall or private events held in a City park that have 25 or fewer people in attendance and do not include setting up equipment and/or structures. A fully completed Special Event Application <u>must be</u> submitted at least 30 days prior to the event and include a non-refundable fee of \$50.00, payable to the City of Sonora.

Permittee/Sponsoring Organization Information						
Permittee/Organization	Sonora Chamber of Commerce					
Contact Name	Katie Dunn					
Street Address	P.O.Box 3084					
City, State, Zip Code	Sonora, CA. 95370					
Day Phone # (209) 99	88-4600 Evening Phone # Same					
Cell Phone # San	ne					
E-Mail Address	Kdunnx3@ comcast. net					
Event Day Contact "on site"	Name Katie Dunn Cell #/200) 988-4600					
Event Information						
Event Title	2021 Coffill Park Music Series					
Date of Event	June 12, July 10, Ang. 14 Sept. 11 Oct 9					
Date of Event  June 12, July 10, Aug. 14 Sept. 11 Oct 9  Briefly explain event and activities (include entertainment information):  Second Saturday Art Night Concert Sevies  huld in Coffill Park.						
Public Event Private Event Anticipated Attendance # _/OC						
If public, is the event free? XYES NO						
Amplified Music YES	NO					
Event Time: Start <u>&amp;</u>	sem End 10 em					
Time: Start of Setup 5 pm Take Down Completed // pm						

	Street Closure Re	quest					
⇒ Jackson St. from Green  ⇒ Dodge St. from Green S  ⇒ Linoberg St. from Green  ⇒ Theall St. from Stewart  ⇒ Theall St. from Washing  ⇒ Green St. from Bradford  ⇒ Yaney Ave. from Washi  If you are requesting the closure	St. to Washington St. and to Washington St. and for St. to Washington St. and St. to Shepherd St. ston St. to Stewart St. I Ave. to Yaney Ave. ngton St. to Green St. of a different street you	y Council for temporary closure: from Washington St. to Stewart St. from Washington St. to Stewart St. I from Washington St. to Stewart St.  revent will have to be approved by the ing. You or a representative must be in					
Street Name(s):	Cross Streets:						
	Between	&					
	Between						
	Between	&					
	Between	&					
	City Parking Lot Closu	re Request					
Location(s):	If more than one location is being requested please indicate the activities planned in each location						
Oth	er/Additional Property	7 Use Request					
	Other/Additional Property Use Request  If more than one location is being requested please						
Location(s):		the activities planned in each location					
	nuesting the use of a puillity to arrive early and						

Alcoholic Beverages Pub	lic Possession & Consumption					
It is unlawful for any person to drink, consume or possess an open container of any alcoholic beverage or intoxicating liquor on any property under the City of Sonora's control without prior approval of the City Council at a regularly scheduled City Council Meeting. You or a representative must be in attendance at the meeting.						
Are you requesting approval to have alcoholic b YesNo	everages at the event?					
Insurance	Requirements					
liability policies shall be primary and non-contri Office form CG 20 10 to provide that City and it volunteers shall be additional insureds under suc Permittee shall also obtain Liquor Liability Insur- occurrence and \$1,000,000 in aggregate. The Ce	ot less than one million dollars (\$1,000,000) per neral aggregate, for bodily injury, personal injury, on, blanket contractual liability. Permittee's general butory, and be endorsed using Insurance Services s officers, officials, employees, agents, and h policies. If alcohol is being served or sold the rance for an amount not less than \$1,000,000 per retificate of Insurance and endorsement must be of the Special Event Permit. If needed, Permittee					
Business/Residents N	otification Requirements					
Prior to submitting this application, Permittee me the event location to provide them with informat apply to the use of City parks. List all of the ind contacted, below:	ost contact <u>all</u> residents and businesses adjacent to on about the event. This requirement <u>does not</u> viduals contacted, and the date that they were					
	23/21 23/21					
	g , , , , , , , , , , , , , , , , , , ,					

## **Additional Rules and Regulations**

- Events cannot occur without City's approval of the Special Event Application and the issuance of a Special Event Permit.
- Upon reviewing this application the City may request additional information regarding the proposed event.
- Unless otherwise indicated, applications will be reviewed and approved, or denied, by designated City staff. Denials can be appealed to the City Council.
- Permittee is responsible for providing adequate safety protection for the traveling public.
- Permittees requesting a street or parking lot closure are responsible for posting notices and placing barricades and signs as required by the City. The City will provide barricades and signage for up to two closure locations. If additional closures are needed, it will be the responsibility of the Permittee to obtain additional barricades and signage. All barricade locations must be indicated on a diagram showing the location, barricade type and signage. The diagram is to be submitted with this application. It is Permittees responsibility to place and remove all barricades, signage and notices.
- If the Permittee is requesting the removal of public parking they will be responsible for posting the parking spaces with the appropriate notices and on the required day. It is the Permittees responsibility to remove notices following the event.
- The setting up of tents and/or awnings, or erecting or construction of any structure must be depicted on a diagram and submitted with the application.
- Tents and membranes structures having an area in excess of 400 square feet shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the Sonora Fire Department. Individual tents, or aggregate area of multiple tents placed side by side, exceeding 700 square feet in total require a permit. A minimum clearance of 12 feet to all structures and other tents must be maintained.
- All air-supported or inflated tents require a permit through the Sonora Fire Department. Hay, straw, shavings or similar combustible materials shall not be located within any tent or membrane structure, except for daily feeding and care of animals. Smoking shall not be permitted within 10' of any tents. Fire Extinguishers may be required. Additional requirements may be needed based on size and occupant load.
- Upon completion of the event all garbage, debris and materials shall be entirely removed, and
  properly and legally disposed of by the Permittee. If area is not left clean, or if there is damage to
  City property, Permittee shall be responsible to reimburse the City of Sonora for all costs
  associated with cleanup or repair.
- Permittee must obtain a permit from the Sonora Fire Department for any type of cooking or open flame device. Fire extinguishers will be required.
- All electrical devices must be applied with approved shut-offs and must not create a trip hazard.

Submit fully completed and signed application, fee and diagram, if needed, To:

City of Sonora
Community Development Department
Attn: Rachelle Kellogg
94 N. Washington Street
Sonora, CA 95370

For further information and assistance - (209) 532-3508 or rkellogg@sonoraca.com

## Indemnity/Hold Harmless and Certification

Permittee shall indemnify, defend, and hold harmless the City, its officers, employees, agents and volunteers ("City indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the Permittee's performance of its obligations under this agreement or out of operations conducted by Permittee, except for such loss or damage arising from the sole negligence or willful misconduct of the City. In the event the City indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Permittee's performance of this agreement, the Permittee shall provide a defense to the City indemnitees, or at the City's option, reimburse the City indemnitees their costs of defense, including reasonable legal counsels' fees, incurred in defense of such claims.

I hereby certify that all of the information provided on this application is complete and accurate. I have read the Special Event Permit Application and fully understand the content including the Indemnification /Hold Harmless provisions. I do hereby certify that I am duly authorized to enter into this Agreement and that the activity fully meets the conditions set forth herein and I/we agree to observe all rules and procedures as stated.

into this Agreement and that the activity fully meets the conditions set forth herein and I/we agree to observe all rules and procedures as stated.								
Print Name Katie D	unn							
Signature Katil Dum		2/24/21						
			Date					
	CITY TO CO	<u>OMPLETE</u>			<del></del>			
City Department Review:								
Sonora Fire Department Sonora Police Department Public Works Department	_Approved _Approved _Approved	Denied Denied Denied	Date Date					
Community Development Dept.  If application is denied, list reason for o	_Approved lenial	Denied	Date		·			
CITY APPROVAL:		·		· · · · · · · · · · · · · · · · · · ·				
Conditions of Approval, if any					<u> </u>			
<del></del>		· · · · · · · · · · · · · · · · · · ·						
Community Development Director		Date						