



SPECIAL EVENT PERMIT

CONDITIONS OF USE

DOWNTOWN ASSOCIATION SIDEWALK SALES 2020

DOWNTOWN SANTA CRUZ 9:00 am to 8:00 pm

April 24-26, May 29-31, June 26-28, July 24-26, August 28-30, September 4-7, September 25-27, October 23-25, and November 27-29

EVENT AND CONTACT PERSON

- 1) These events are the annual monthly sidewalk sales sponsored by the Downtown Association on sidewalks on Pacific Avenue and side streets from Friday through Sunday (and occasionally until Monday when a holiday falls on that day) on the last weekend of the months requested. All financial transactions shall be made within each place of business.
- 2) Permittee shall ensure that the event begin and end on time on the dates specified above.
 - Open to the Public: 9:00 am to 8:00 pm
- 3) Permittee must designate an event coordinator (Sonja Brunner\Mobile #: (831) 332-7422) who will be on site throughout the event and has the authority to make decisions regarding the event. The event coordinator will be available by cell phone throughout the event.
- 4) Permittee must review, sign, and return Conditions of Use to the Special Events Coordinator no later than three (3) weeks prior to the first scheduled date of the event.
- 5) Cancellation of event by the Special Events Coordinator may result if Conditions of Use have not been complied with three (3) weeks prior to the event date.
- 6) Permittee shall maintain a copy of final signed and approved permits and Conditions of Use on site at all times, and permits must be made available for inspection by any Santa Cruz City official.
- 7) Permittee will open the event to the general public throughout the event times.
- 8) Permittee shall be responsible for all site clean up or shall reimburse the City, at overtime rates, to provide such service.
- 9) Permittee shall be responsible for any damage to landscape, plantings, structures, and irrigation systems.
- 10) Permittee must adhere to all Federal, State, and County laws and specific County Health regulations during the event.

EVENT LOGISTICS

- 11) All business owners who opt to participate must have a current Business Tax Certificate.
- 12) All financial transactions must take place within each place of business.
- 13) Permittee shall ensure that all displays or other items located on sidewalks do not prohibit pedestrian traffic, including ingress and egress from buildings.
- 14) Tables, clothing racks, and other large displays must be placed parallel to buildings in front of the business and cannot extend into sidewalk pathways that limit the path to less than three (3) feet.
- 15) Permittee shall ensure that displays or other items are not set up in any planted area or planter boxes.

- 16) Permittee shall ensure that displays or other items do not block Fire Department connections at any time.
- 17) Permittee shall ensure that displays are not set up on dates other than those listed for this permit.
- 18) There will not be any canopies, pop-ups, tents, stages, platforms, bleachers, or other type of structures at this event. A review or inspection by the City's Building Department will *not* be required.
- 19) There will not be any cooking, canopies over 700 square feet, tents over 400 square feet, or electrical cords. An inspection by the City's Fire Department will *not* be required.

RESERVED PARKING

- 20) Permittee has not requested reserved parking. All participants will be responsible for paying parking fees for City spaces or lots as necessary

AMPLIFIED SOUND AND ELECTRICAL

- 21) Permittee has not requested and is not approved for amplified sound to operate a portable audio system under the City's sound amplification guidelines.
- 22) Street performer applications received by Parks and Recreation will be limited to only the location of Memorial Plaza by Jamba Juice.
- 23) Permittee has not requested access to electricity.

GARBAGE/RECYCLING AND PORTABLE RESTROOMS

- 24) No additional garbage and/or restrooms will be required for this event. Each business will address these issues using current services as needed.

COMMERCIAL SALES, ADMISSION TAX, FOOD/ALCOHOL, AND PLASTIC BAGS

- 25) Commercial sales will not be permitted on public property. Commercial use fees are not required.
- 26) No admittance fee will be charged in association with this event.
- 27) No food will be served or sold in association with this event on any public lands or roadways.
- 28) No alcohol shall be sold or consumed in association with this event on any public lands or roadways.
- 29) No City of Santa Cruz contractors, special events promoters, or their vendors, while performing under contract or permit shall provide plastic carry out bags to customers. Plastic bags include both compostable and non-compostable carry out bags (§6.49.020 of Ordinance No. 2013-03).

INSURANCE REQUIREMENTS/WAIVERS

- 30) Permittee has provided the City of Santa Cruz with a certificate of insurance for standard form commercial general liability insurance coverage in the amount of \$1,000,000 with an endorsement page, acceptable to the City, no later than three (3) weeks prior to the first event.
- 31) Permittee has signed an indemnification agreement acceptable to the City as part of the application packet.

GENERAL INFORMATION/ADVERTISING

