



CITY OF CATHEDRAL CITY
68-700 Avenida Lalo Guerrero
Cathedral City, CA 92234
(760) 770-0396 – Phone
(760) 770-0399 - Fax

(Staff Use Only)

Case No.:
Sup # 18-021

Related Files:

SPECIAL USE PERMIT – GENERAL CITY LIMITS

Please Read: It is advisable to submit applications for review 60 days prior to commencement of the use or event to ensure adequate review of the application. We must have a minimum of 30 days prior to the event. If you have any questions while completing this application, please ask a member of the Planning Department for assistance. For recurring events, a schedule must be submitted every 3 months. In order for the City to process a Special Use Permit Application, the application fee must be submitted with the completed application. Depending on the type of event or its location, you may also be required to provide a Clean-up/Damage Deposit. The appropriate fee must be paid prior to the event. Incomplete applications will not be accepted (or process may be delayed). (PLEASE PRINT OR TYPE)

NAME OF EVENT:

Agnes Pelton House Museum Day Block Party Art Fest

CHECK TYPE OF EVENT

- | | |
|---|--|
| <input type="checkbox"/> Carnival / Circus | <input type="checkbox"/> Concert / Performance |
| <input checked="" type="checkbox"/> Block Party | <input checked="" type="checkbox"/> Art Show / Outdoor Market |
| <input type="checkbox"/> Special Shows (vehicle display / auctions) | <input type="checkbox"/> Political Rally / Protest |
| <input type="checkbox"/> Parade / Race / Marathon | <input checked="" type="checkbox"/> Other <u>arts education</u> (type) |

LOCATION OF EVENT:

Address: Agnes Pelton House, 68680 F Street, Agnes Pelton Way

Indoors Outdoors

DATE(S) OF EVENT: 2/17/19 through ___/___/___

HOURS OF EVENT: ___: 11 AM/PM through 3:___ AM/PM (If multiple days, please indicate dates and times below)

EVENT SET-UP DATE: same day / same day / same day TIME: same day : same day AM/PM

TEAR DOWN DATE: same day / same day / same day TIME: same day : same day AM/PM

DESCRIPTION OF EVENT (This should be promotional in nature and cannot exceed 250 words):
Open house and mini-art festival/block party of the historic Agnes Pelton House. The public is invited to view the permanent collection of Pelton originals and original art of the historic painters who lived in the arts colony of the 30's-60's in the CC Cove, walk through meditation and sculpture gardens, view the art on the Chuperosa Lane Murals Path, enjoy live classical music and folklorico entertainment, and witness the recent Gaudi-esque mosaics of Peter Palladino.

EXPECTED ATTENDANCE PER DAY (List all that apply):

DAY 1:	_____	Morning	_____	Afternoon	_____	Evening
DAY 2	_____	Morning	_____	Afternoon	_____	Evening
DAY 3	<u>150-300</u>	Morning	_____	Afternoon	_____	Evening

Is your event attendance geared towards minors only? _____ Yes No

If yes, event employees may be required to undergo background checks.

Is this a reoccurring event? Yes _____ No

If yes, approval may be needed by the City Council. Please provide dates and schedule.

Once a year. This is the ninth year and usually scheduled in February prior to Modernism Week in Palm Springs.

Do you have a business license with the City of Cathedral City? _____ Yes No

If no, you must obtain an annual business license or a special event business license with the City.

Do you have subcontractors and vendors providing a service or selling a product?

_____ Yes No

If yes, each subcontractor and vendor must hold an annual business license or a temporary special event business license with the City.

Do you or a vendor of yours plan to serve or prepare food? _____ Yes No

If yes, you must obtain proper permits from Riverside County Department of Environmental Health.

If yes, the Cathedral City Fire Department life safety / fire inspections must be conducted prior to food being served. Call (760) 770-8200 Mon. - Thurs. 7:00 a.m. to 6:00 p.m. to schedule inspections.

Will alcohol be served? Yes No

If yes, you must obtain proper permits from California Department of Alcohol Beverage Control.

If yes, you must obtain Liquor Liability Insurance naming the City of Cathedral City, 68-700 Avenida Lalo Guerrero, Cathedral City, CA 92234 as an additional insured.

If yes, you must have a minimum of one security officer checking identifications for proper age, one security officer per entrance and exit, and one security guard for crowd monitoring (a minimum of three security guards during all alcohol serving times).

If yes, who will be pouring and serving the alcohol? _____

Will your event utilize tents or canopies? Yes No

If yes, proper permits must be obtained by the Cathedral City Fire Department and life safety / fire inspections must be conducted prior to their use. Call (760) 770-8200 Mon. - Thurs. 7:00 a.m. to 6:00 p.m. to schedule inspections.

The organizer of the event must ensure that all tents and canopies are properly weighted against wind gusts.

Will your event utilize bouncy houses, inflatables, slides, amusement rides or hot air balloons? Yes No

If yes, the Cathedral City Fire Department life safety / fire inspections must be conducted prior to their use. Call (760) 770-8200 Mon. - Thurs. 7:00 a.m. to 6:00 p.m. to schedule inspections.

If yes, you must obtain liability Insurance denoting coverage for inflatables and naming the City of Cathedral City, 68-700 Avenida Lalo Guerrero, Cathedral City, CA 92234 as an additional insured.

If hot air balloons, each hot air balloon must obtain insurance of no less than a \$1 million in liability coverage naming the City of Cathedral City, 68-700 Avenida Lalo Guerrero, Cathedral City, CA 92234 as an additional insured. A copy of the insurance certificate must be presented to the City before the hot air balloon can be utilized for the event.

Will your event have amplified sound and/or music? Yes No

If yes, please specify the type of amplification: _____

Will your event bring in a temporary stage, truss rig system, and/or lighting?

Yes No

If yes, the stage installer and/or owner must obtain liability insurance of no less than \$1 million in coverage that names the City of Cathedral City, 68-700 Avenida Lalo Guerrero, Cathedral City, CA 92234 as an additional insured.

Standard system for small outdoor event.
Shauna McGloin/production tech

Will your event use searchlights or laser lights? _____ Yes No

If yes, searchlights and/or laser lights that shoot above 50 feet in the air need F.A.A. approval as parts of Cathedral City is under the flight path of Palm Springs International Airport.

Will your event use fireworks or pyrotechnics? _____ Yes No

If yes, proper permits must be obtained by the Cathedral City Fire Department and life safety / fire inspections must be conducted prior to their use. Call (760) 770-8200 Mon. - Thurs. 7:00 a.m. to 6:00 p.m. to schedule inspections. Additional liability insurance must be obtained.

SECURITY, PUBLIC SAFETY, AND SANITATION

Are you hiring security for your event? Yes _____ No

If yes, the security company must have a valid Private Patrol Operator’s License issued by the State of California. A copy of the license must be presented to the City prior to the event.

Please describe your security plan including crowd control, internal security or venue safety, age identification checks (if applicable) and or attach your plan to this application.

Uniformed CCPD Cadets (10-20) volunteers and compensate with an honorarium.

Palm Springs Volunteers work 2 hour shifts as docents in the indoor museum area and on the garden grounds.

- Please note that if you plan to use Cathedral City Police Department, the billable rate for police officers is \$65 per hour per officer. CCPD will bill the event directly. Partial or all anticipated payments may be due prior to the event. The availability of CCPD police officers for your event may not be guaranteed without prior notification of at least 30 days.

What is your First Aid or Medical Plan for your event?

First Aid kit on-site

Do you plan to provide portable toilets? _____ Yes No

If yes, the number of portable toilets: _____

If yes, the number of ADA accessible portable toilets: _____

If yes, when are the portable toilets being delivered (Date and time): _____

If yes, when are the portable toilets being picked-up (Date and time): _____

If yes, will the portable toilets be serviced during your event? ____ Yes ____ No

How do you plan to collect and remove trash and debris during the event?

yes

- A clean-up/damage deposit of \$600 or more may be required if using city property.

EVENT ENTERTAINMENT

Do you plan to have any musical or speaking entertainment for your event? Yes No

If yes, please list the names of the band/performers, genre of music:

Name of Band / Performer/ Speaker

Genre of Music

Tierra y Sabor Dance Group Mexican Folklorico

PSUSD Music Ensemble. Classical Music

Polly Schiff. cellist Classical music

A complete list must be provided to the City prior to the event. The City reserves the right to deny the performance of any band or act that has a history of creating public safety concerns. The City also has the right to require additional security and/or insurance coverage at the organizer's expense for acts that have a history of creating public safety concerns.

APPLICANT AND HOST ORGANIZATION

Host Organization: Agnes Pelton Society

Chief Officer of Host Organization: Peter Palladino, Pres.

Host Organization's Website: www.agnespeltonsociety.com

Applicant Name: Simeon Den

Street Address: 68680 F Street, Agnes Pelton Way

City: Cathedral City State: CA Zip: 92234

Telephone Prior to the Event: (310) 801-6538

Telephone During Event: (____)____-**310-801-6538** Phone number of on-site representative who can be contacted during the event, for emergencies or event coordination.

Fax: (____)____ - _____

Email Address of applicant: **simeonden@gmail.com**

Previous Events managed or operated by the Host Organization and/or Applicant:

Monthly Childrens Art Party, "I Do! I Do!" Marriage Equality Event, and Annual Artists & Historic Homes Tour (8 years)

AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the Cathedral City Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. Applicant agrees to comply with all other requirements of the City, County, State, Federal, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Cathedral City.

Printed Name of Applicant / Host Organization **Simeon Den/Agnes Pelton Society**
Title **Free Monthly Childrens Art Party**
Signature **Simeon Den**
Date **8/8/18**

PROPERTY OWNER

Name: **Peter Palladino**
Street Address: **68680 F Street**
City: **Cathedral City** State: **CA** Zip: **92234**
Phone Number: (____)____-**310 709-3424**
Fax: (____)____ - _____
Email Address: **palladinoimages@me.com**

SUBMITTAL REQUIREMENTS:

- _____ Application Fee: \$300 if fewer than 500 attendees, \$600 if more than 500 attendees, OR \$100 for neighborhood block parties – payable to “City of Cathedral City”
- _____ Non-profit certification (if applicable)
- _____ Clean-up / Damage Deposit (if applicable)
- _____ Provide all necessary insurance coverages (must be submitted prior to the event)
- _____ Signed documentation from the property owner agreeing to the use as specified in this application.
- _____ Proof of Insurance with a minimum of \$1,000,000 in liability coverage naming City of Cathedral City, 68-700 Avenida Lalo Guerrero, Cathedral City 92234 as an additional insured (must be submitted prior to the event)
- _____ Proof of all applicable licenses and permits required by local, state and federal agencies (must be submitted prior to the event)
- _____ Proof of Cathedral City Fire Department inspections and permits, if applicable (must be submitted prior to the event)
- _____ **Please Provide a Site Map of Your Event** (this should include the following, if applicable):
 - 1. Buildings
 - 2. Temporary Improvements
 - 3. Portable Toilets
 - 4. Vendor Locations
 - 5. Parking Areas
 - 6. Driveways
 - 7. Stage
 - 8. Generators
 - 9. Any Street Closures / Signage Plan
 - 10. Lighting
 - 11. A.D.A. Path of Travel
 - 12. Trash Dumpsters

DETERMINATION OF APPLICATION (Staff Use Only)

ACTION TAKEN: _____ APPROVED _____ DENIED

If approved, see attached Conditions of Approval.

If denied, provide reason(s): _____

APPROVED BY: _____ DATE: _____

Date/Time Received	Received By:	Amount Received:	Receipt No(s):
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