



## Special Event Permit Application

Have you reviewed and agree to adhere to the Special Event Policies and Procedures to ensure compliance for the duration of your event?

Yes

**Reminder: Special event applications are due at least 90 days in advance.**

Will this event application be submitted at least 90 days before the event?

Yes

Event Name 21st Annual Fathers Day Powwow by the Sea

Event Date 06/15/2024

Add Additional Event Dates Event Date  
06/15/2024

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**Event Date**

06/16/2024

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Is your event setup  
date different than  
your event date?

No

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Event Setup Time

6:00 AM

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Event Start Time

11:00 PM

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Event End Time

6:00 PM

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What time will you  
leave the event venue?

6:00 PM

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**Contact Information**

Organization

One World Bridge

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Contact Name

jeffrey jackson

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Address

[REDACTED]

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Phone Number

[REDACTED]

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Email

[REDACTED]

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**Event Day Contact Information**

Event Day Contact

J. L. "Jackson"

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|  |   |
|--|---|
| Event Day Cell Phone #   |   |
| Event Day Contact Email  |   |
| Event Description  | Native American / Aztec cultural dance and singing event. We do a kids toy-give-away. Community purpose is to bring together to share the different cultures. Will have Native American and Aztec: art; clothing; jewelry and food: Indian frybread / Mex tacos. It's a free event. |
| Event Location   | Pier Plaza  |
| Estimated Attendance   | 300   |
| Estimated Staff/Volunteers   | 10  |
| Do you have an Imperial Beach Business License?  | Yes   |
| Have you visited businesses with the Business Verification Form for signatures and provided a notice letter for your event to residents? | Yes   |
| Staff Support Request  | <ul style="list-style-type: none"><li>• Electrical Connections</li><li>• Beach Preparation</li></ul>  |
| Details of Beach Preparation Requested   | Sand to be moved into a pile for a sandcastle sculpture.  |
| Event Elements   | <ul style="list-style-type: none"><li>• Pop-up Canopies</li><li>• Booth Vendors</li><li>• Food Vending</li></ul>  |

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## Booth Vendors

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### Food Vending

Food and drink vendors are not allowed at Pier Plaza.

**[San Diego County Temporary Food Permits](#) Required.**

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Any vendors selling cannabis items are strictly prohibited.

Reservation of the Pier Plaza parking lot is required if vendors will be present at your event, additional fees apply. Please be sure to submit a final vendor form at least two weeks prior to your event.

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|--------------------------------------|-----|
| Will your vendors be cooking onsite? | Yes |
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|                      |    |
|----------------------|----|
| Quantity of Canopies | 35 |
|----------------------|----|

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|                  |                |
|------------------|----------------|
| Size of Canopies | 10 ft by 10 ft |
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| Will items or services sold at your event present unique liability issues? (e.g. body piercing, massage, etc.) Please explain: | NA |
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### Sanitation and Recycling Information

Applicants are responsible for leaving the venue clean with no trash, or empty boxes left behind. A fee will be incurred if the area is not left in good condition. You are required to provide portable restrooms at your event unless you can substantiate the sufficient availability of ADA accessible and non-accessible facilities in the immediate area of the event which will be available to the public during the event.

**\*Applicant must be onsite for all deliveries and pickups.**

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### Trash & Recycling

|              |   |
|--------------|---|
| # Trash Cans | 6 |
|--------------|---|

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|                        |   |
|------------------------|---|
| # Recycling Containers | 6 |
|------------------------|---|

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|             |   |
|-------------|---|
| # Dumpsters | 1 |
|-------------|---|

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|                      |                     |
|----------------------|---------------------|
| Delivery Date & Time | 06/15/2024 12:00 PM |
|----------------------|---------------------|

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|                    |                     |
|--------------------|---------------------|
| Pickup Date & Time | 06/16/2024 12:00 PM |
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### Portable Restrooms, Handwashing Stations, & 3-Compartment Sinks

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|----------------------|---|
| # Standard Portables | 0 |
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|                 |   |
|-----------------|---|
| # ADA Portables | 0 |
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|                          |   |
|--------------------------|---|
| # of 3-Compartment Sinks | 0 |
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|---------------------------|---|
| # of Handwashing Stations | 0 |
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### Medical Plan

Events that involve competitions/fitness, high risk activity, or with an estimated attendance of 1000 or more people as indicated above must provide licensed medical services at the event. If you plan to use City public safety resources (Fire-Rescue or Lifeguards) additional fees will apply.

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| Will you be using City public safety resources? | No |
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City public safety is required to maintain a high level of service to the community at all times. Events that require services beyond what the City can provide while still maintaining a high level of service to the community will need to contract with other public safety agencies.

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### Electricity

If you plan to use electricity, please use a licensed electrician to ensure the correct equipment is being utilized. We will not provide electricity to events if it is raining for the safety of participants and attendees. The City of Imperial Beach does not guarantee the reliability of electrical power in public spaces, therefore it is recommended applicants provide alternative sources should failure occur.

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### Alcohol

We strive to keep events in our community in line with our mission of a family friendly, classic southern California beach atmosphere, and do not permit designated alcohol areas for events in Pier Plaza. We bring events into the community that support our local businesses, so if you wish to have alcohol as part of your event please use one of our local establishments. If you desire to apply for approval, please submit an ABC 221 form for review by San Diego County Sheriff and the City Manager. If approved, licensed security and a San Diego County Sheriff contract are required.

You will need to provide the approved ABC permit a Special Event Permit will be issued.

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| Will you have alcohol at your event? | No |
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### Amplified Sound

The City of Imperial Beach discourages the use of amplified sound for special events, unless deemed necessary.

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| Are you requesting amplified sound? | Yes |
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| Please explain why amplified sound is necessary for your event: | Sound system for microphone for MC and drums |
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Are you requesting any fee waivers or in-kind staff support for your event?

No

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### Special Requests

Do you have special requests not specified on the application?

Yes

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Please include other reasonable special requests you may have. Requests may include fees. All applicants are responsible for their own traffic equipment, any requests for these services will be denied. Any requests must be made within this application, last minute requests will not be granted due to scheduling requirements of appropriate staff.

Turn on the power for the MC stage area.

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Additional documents and permits may be required to supplement your application. Staff will contact you with a list of additional requirements upon reviewing your application.

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Upload Layout Map



1-3-23 site map pow.pdf



























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Upload Certificate of Liability and Additional Insured Form CG2026



5-24-23 Liab ins pow.pdf



|   |   |
|---|---|
| Upload Retail Vendor Form   |  01132024 Fathers Day Powwow Vendor app 2024.doc      |
| Upload Food Vendor Form   |  01132024 Fathers Day Powwow Vendor app 2024.doc      |
| Upload Event Timeline   |  1-3-23 event timelin.pdf                               |
| Upload Stormwater Protection Plan Form  |  02142024 EVENT-STORMWATER-PROTECTION-FORM 2024.pdf   |
| Upload Special Event Business Verification Form                                   |  2-14-24 Bus License0002.pdf                           |
| Upload Resident Notification Letter   |  1-3-23 notif letter.pdf                                |
| Upload Marketing/Promotional Items  |  02052024 Final FathersDayPowWow_2024_2.5.24.jpg  |
| Upload Utility Request Form   |  2-14-24 utility req.pdf                            |
| Upload Traffic Plan   |  5-22-23 Parking lot0001.pdf                       |
| Upload County Health Department Temporary Food Facility Permit receipt of payment |  5-10-23 THP Healthb f.pdf                          |
| Upload ABC Form 221   |  1-3-23 envir water.pdf                             |
| Upload Service Providers Form   |  1-3-22 service list .pdf                           |



By signing this application, I agree that I have reviewed the Special Event Rules and Regulations of the City of Imperial Beach, and I will comply with the Special Event regulations.

I, the undersigned, hereby certify and declare under penalty of perjury, that to the best of my knowledge and belief, the information contained in this application is truthful, correct and complete.

I, the undersigned, hereby certify and declare under penalty of perjury, that I will not conduct business activity in violation of any Federal, State, or local laws.

I, the undersigned, further agree and recognize that I am solely responsible and liable for obeying all Federal, State, local laws and my business shall be maintained and operated in accordance with the requirements of all Federal, State, and local laws.

I, the undersigned APPLICANT shall defend (with legal counsel chosen by CITY), indemnify, and hold harmless the CITY from and against any and all claims, damages, demands, suits and/or proceedings of any kind brought by anyone challenging the validity and/or legality of this permit.

I, the undersigned APPLICANT shall defend (with legal counsel chosen by CITY), indemnify, and hold harmless the CITY from and against any and all liability whatsoever that relates in any way to my business that is the subject of this permit and/or arising out of the acts or omissions of APPLICANT in the operation of the business that is the subject of this permit.

I, the undersigned APPLICANT shall pay all costs of defense, including but not limited to, attorneys' fees and costs, City Staff time, and City Attorney time.

**Applicant Full Name**                      Jeffrey Jackson

**Applicant Signature**

**Signature Date**                              02/14/2024

**CLOSE**