City of Sonora
"Queen of the Southern Mines"
94 North Washington Street
Sonora, California 95370

Area Code 209
Administrator 532-6115
Administration 532-4541
Finance 532-4541
Building/Planning . . 532-3508
Police 532-8143
Fire 532-7432
Public Works 532-2922
Cemetery 532-4492
Opera Hall 532-7725
Special Programs . . 532-7725
Redevelopment 532-7725
www.sonoraca.com

TO: **HONORABLE MAYOR, CITY COUNCIL MEMBERS**

FROM: **TIMOTHY A. MILLER, CITY ADMINISTRATOR**

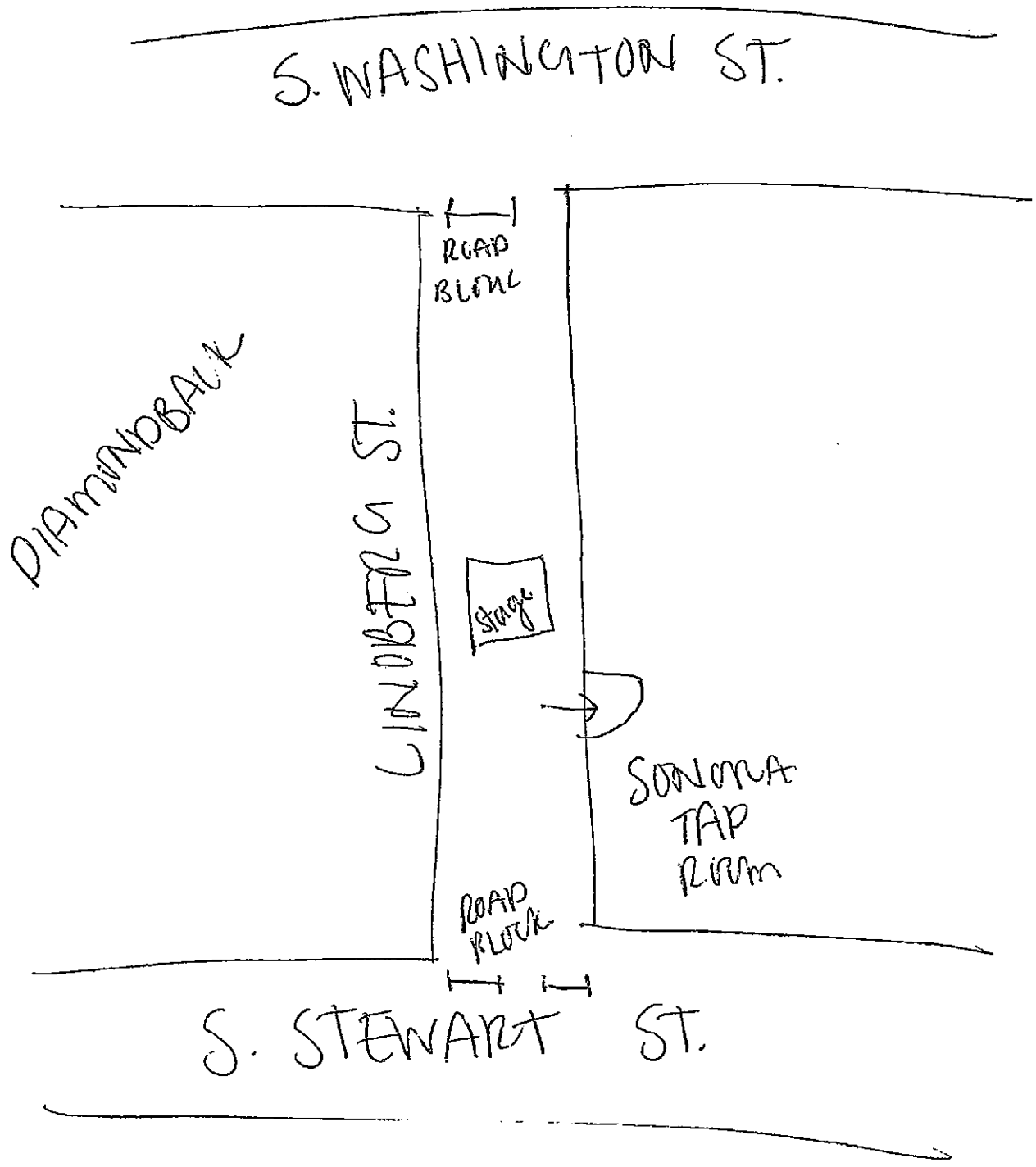
DATE: **June 17, 2019**

RE: **Tap Room "Summer Kick-Off" – June 22nd**

A request has been received from Nayland Chappell, owner and manager of the Sonora Tap Room to host their second 2019 event utilizing Linoberg Street on Saturday, June 22nd (see attached application). Linoberg Street would be closed between Stewart and Washington Streets. Activities would also include music. Attendance is estimated at approximately fifty people. The possession and consumption of alcoholic beverages (beer and wine) would be limited to the business and the confines of the secured area. Entrance would be controlled and security would be provided. The street closure would extend from 5:30 PM until 11 PM with the event occurring between 7 PM and 10 PM (see attached street exhibit).

While staff has authority to grant the street closure, Council approval is required to possess and consume alcohol. The Sonora Municipal Code provides authority for the Council to grant this approval for public parks, streets, sidewalks, and etc. It is recommended that the City Council authorize the possession and consumption of alcoholic beverages, between the hours of 7:00 PM to 10:00 PM, subject to the following:

- Obtain Special Event Permit and provide the required liability insurance
- Obtain the required ABC license
- Provide exit and no smoking signs, fire extinguishers and occupancy limits as required by the Fire Department
- Provide security staffing at all entrance/exit location(s) as required by the Police Department and limit entrance location(s) as required by ABC
- Place "no alcohol beyond this point" signs at all exits as required by the Police Department
- Place "road closed" and/or "detour" signs as directed by the Public Works Department
- Provide "fenced" enclosure as required by ABC and the Police Department


S. WASHINGTON ST.
ROAD BLOCK
DIAMONDBACK
LINDBERG ST.
STAGE
SONOMA TAP ROOM
ROAD BLOCK
S. STEWART ST.

Account # 303-04103-003

City of Sonora Special Event Permit Application

Approved 8-21-17

A Special Event Permit is required for any public or private 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 non-refundable application fee of $50.00, payable to the City of Sonora, is to be submitted with this application.

Applicant/Sponsoring Organization Information

Applicant/Organization	SONORA TAP ROOM
Contact Name	NAYLAND CHAPPELL
Street Address	1 LINOBERG ST.
City, State, Zip Code	SONORA, CA. 95370
Day Phone # _____	Evening Phone # _____
Cell Phone # (831) 359-7635	
E-Mail Address	nayland.chappell@gmail.com
Event Day Contact "on site"	Name NAYLAND Cell # (831) 359-7635

Event Information

Event Title	Summer kick-off Party
Date of Event	June 22nd 2019

Briefly explain event and activities (include entertainment information):

Live music, beer and wine

X Public Event ___ Private Event Anticipated Attendance # 99+

If public, is the event free? X YES ___ NO

Amplified Music X YES ___ NO

Event Time: Start 7 pm End 10 pm

Time: Start of Setup 5:30 pm Take Down Completed 11 pm

Street Closure Request

The following streets have been pre-approved by the City Council for temporary closure:

- ⇒ Jackson St. from Green St. to Washington St. and from Washington St. to Stewart St.
- ⇒ Dodge St. from Green St. to Washington St. and from Washington St. to Stewart St.
- ⇒ Linoberg St. from Green St. to Washington St. and from Washington St. to Stewart St.
- ⇒ Theall St. from Stewart St. to Shepherd St.
- ⇒ Theall St. from Washington St. to Stewart St.
- ⇒ Green St. from Bradford Ave. to Yaney Ave.
- ⇒ Yaney Ave. from Washington St. to Green St.

If you are requesting the closure of a different street your event will have to be approved by the City Council at a regularly scheduled City Council Meeting. You or a representative must be in attendance at the meeting.

Street Name(s):	Cross Streets:
Linoberg Street	Between Stewart & washington
	Between _____ & _____
	Between _____ & _____
	Between _____ & _____

City Parking Lot Closure Request

Location(s):	*If more than one location is being requested please indicate the activities planned in each location*

Other/Additional Property Use Request

Location(s):	*If more than one location is being requested please indicate the activities planned in each location*

If you are requesting the use of a public park it will be your responsibility to arrive early and reserve your space.

Alcoholic Beverages Public 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 beverages at the event?

X Yes ___ No

Additional Rules and Regulations

1) Applications must be submitted no later than 30 days prior to the event and events cannot occur until the Special Event Permit is issued by the City.

2) Upon reviewing this application the City may request additional information regarding the proposed event.

3) Unless otherwise indicated, applications will be reviewed and approved or denied by designated City staff. Denials can be appealed to the City Council.

4) Applicant must provide a General Liability Certificate of Insurance, including the policy endorsement, naming "the City of Sonora, its elected or appointed officers, agents, employees and volunteers" as additional insured for an amount not less than $1,000,000 per occurrence and $1,000,000 in aggregate. If alcohol is being served the Applicant must also obtain Liquor Liability Insurance for an amount not less than $1,000,000 per occurrence and $1,000,000 in aggregate. The Certificate of Insurance and endorsement must be received by the City of Sonora prior to issuance of the Special Event Permit. If needed, Applicant may purchase Special Event Insurance through the City of Sonora.

5) Applicant is responsible for providing adequate safety protection for the traveling public.

6) Applicants 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 applicant 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 the applicants responsibility to place and remove all barricades, signage and notices.

7) Applicant must notify affected businesses and residents of street closures at least 5 days prior to event.

8) If the applicant 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 applicants responsibility to remove notices following the event.

9) 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 total require a permit, and 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.

10) Upon completion of the event all garbage, debris and materials shall be entirely removed, and properly and legally disposed of by the Applicant. If area is not left clean, or if there is damage to City property, Applicant shall be responsible to reimburse the City of Sonora for all costs associated with cleanup or repair.

11) Applicant must obtain a permit from the Sonora Fire Department for any type of cooking or open flame device. Fire extinguishers will be required.

12) All electrical devices must be applied with approved shut-offs and must not create a trip hazard.

Submit Original To:

City of Sonora
Special Programs Department
Attn: Sheala Wilkinson
94 N. Washington Street
Sonora, CA 95370

For Further Information - (209) 532-7725 or swilkinson@sonoraca.com

Agreement and Signature

I, the undersigned representative, am duly authorized to submit this application. I hereby certify that all of the information provided on this application is complete and accurate. I have read and understand all of the included rules and regulations and have completed and signed the Special Event Permit Hold Harmless Agreement.

Print Name NAYLAND CHAPPELL

Signature _____ 5/27/19 Date

CITY TO COMPLETE

City Department Review:

Sonora Fire Department	✓ Approved	___ Denied	Date 5/29/19
Sonora Police Department	✓ Approved	___ Denied	Date 5/29/19
Public Works Department	___ Approved	___ Denied	Date ___
Community Development Dept.	✓ Approved	___ Denied	Date 5/30/19

If application is denied, list reason for denial _____

CITY APPROVAL: Nayland was Asked to Cancel Neighboring

Conditions of Approval, if any Businesses, not Owner cell electrical, Trip Hazards 2A10BC fire up

_____ _____

Timothy A. Miller, City Administrator *Date*