



CITY OF FULLERTON APPLICATION FOR A

SPECIAL EVENT PERMIT

BLOCK PARTY PERMIT

FOR EVENTS ON PRIVATE PROPERTY AND/OR EVENTS IN CITY PARKING LOTS OR IN CITY STREETS/ALLEYS

PRIVATE PROPERTY (Community Dev.)
 PUBLIC PROPERTY (Public Works)

Date Permit Was Issued:

Permit Issued By: _____

This Application Becomes A Permit When Approved And Validated

BLOCK PARTY PERMITS MUST BE RETURNED TO THE CITY AT LEAST 5 DAYS PRIOR TO THE EVENT.

Date Submitted _____ Name of Event _____
Applicant/Event Sponsor _____ Phone _____
Applicant Address _____ City _____ Zip _____
Location of Event _____
Public Property Being Requested, If Any _____
Date(s) of Use _____ Hours _____
Estimated Attendance _____
Type of Activity _____
Detailed description of event _____

Is the sponsor of this event a non-profit organization?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will you be using extension cords or a generator?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will there be a charge for admission?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will you be serving food?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you be donating the event proceeds to charity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will you be cooking with compressed gas or with an open flame?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you be serving alcohol?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will you be installing a temporary stage?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the general public be admitted?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will you be installing tents, canopy structures, or booths?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you be closing any public streets or parking lots?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will you be providing portable toilets?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you be having live music or amplified music?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will you be providing temporary promotional signs/banners?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you be providing security/crowd-control personnel?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If your event is on public property, please indicate if you will insure the event through the City's Tenant/User Liability Insurance Program (TULIP), or through a private insurer.	<input type="checkbox"/> TULIP <input type="checkbox"/> Private Insurance
Have you completed and submitted with this application the "Addendum to Permit"?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Department	Name	Approved	Not Approved	Comments
Parks & Recreation	_____	_____	_____	_____
Community Development	_____	_____	_____	_____
Public Works (Engineering)	_____	_____	_____	_____
Fire	_____	_____	_____	_____
Public Works (Maint Svcs)	_____	_____	_____	_____
Police	_____	_____	_____	_____
Risk Management	_____	_____	_____	_____
Redev. & Econ. Dev.	_____	_____	_____	_____
County Health Permit	_____	_____	_____	_____
State Liquor License	_____	_____	_____	_____

Special Event Permit Fees	Account Numbers (Tran Code)	Inspection Record
Community Development Permit Issuance Fee = \$100	10345-4614 (3221)	Date _____ By _____
Public Works Engineering Permit Issuance fee = \$0 (BP) \$175/\$450 (SE)	10322-4280 (2020)	Date _____ By _____
Public Works Engineering Inspection and plan check fee = \$99	\$99 to 10329-4260 (2404) After hours/weekends = \$122.50	Date _____ By _____
Joint Inspection From Fire Dept. & Building Dept. During business hours = \$300	50% to 10345-4220 (3210) 50% to 10251-4640 (7037) After hours/weekends = \$450	Date _____ By _____
Police Department Staffing (714) 738-6829	\$ * (*Billed hourly by Police Department <u>after</u> the event, only if police officers are required)	
Refundable Deposit (\$1,000) (not required for block parties)	10-2420 (2000)	
Total	\$ _____	

THE UNDERSIGNED PERMITEE/APPLICANT HEREBY CERTIFIES AND AGREES:
1. A new permit shall be required in the event the applicant makes a material change to this permit.
2. For special events on public property, the applicant agrees to pay the cost of any and all damage to public property stemming from this event if the cost of such damage exceeds the \$1,000 deposit.
*The Fullerton CA Municipal Code, Chapter 8.71, Special Events on Public Streets and Public Facilities, provides full disclosure and is available for permittee/applicant review.
I HAVE READ AND UNDERSTAND ALL OF THE ABOVE:
_____ Date: _____

Original	Engineering
Blue	Maintenance
Green	Inspection (Eng.)
Pink	Police Traffic
Goldenrod	Treasury
White	Applicant
Copy	Risk Management
Copy	Inspection (Fire)
Copy	Community Development
Copy	Rya



CITY OF FULLERTON COMMUNITY DEVELOPMENT DEPARTMENT

303 W. Commonwealth Ave. ♦ Fullerton ♦ CA ♦ 92832 ♦ (714) 738-6550 or (714) 773-5773

Master Application Form

1. Address (location) of property:

2. Submitted by:

Property owner: _____

Applicant: _____

Mailing address: _____

Mailing address: _____

City, State, Zip Code _____

City, State, Zip Code _____

Phone number: _____

Phone number: _____

Email address: _____

Email Address: _____

3. Property owner authorization for applicant (Signature must be notarized)

I hereby authorize the above listed applicant to act as my representative.

Signature of Property Owner

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

4. Notarization

STATE OF CALIFORNIA)
) ss.
COUNTY OF _____)

On _____, before me, _____, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct

WITNESS my hand and official seal.

Notary Seal

Signature of Notary Public

5. All required plans and documents attached. 6. Planning Action Description/Justification form attached.

FOR OFFICE USE ONLY

Date Filed:	DCSC Date:	Types of Applications	
General Plan Designation:	PC Hearing Date:		
Zoning Designation:	DRC Hearing Date	<input type="checkbox"/> Abandonment	<input type="checkbox"/> Security Fence Review
CEQA Determination:	Project Planner:	<input type="checkbox"/> Certificate of Compliance	<input type="checkbox"/> Specific Plan
APN(s)		<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Tentative Parcel Map
Application Number(s)		<input type="checkbox"/> General Plan Revision	<input type="checkbox"/> Tentative Tract Map
		<input type="checkbox"/> Historical Landmark	<input type="checkbox"/> Variance
		<input type="checkbox"/> Major Development Project	<input type="checkbox"/> Zoning Adjustment
		<input type="checkbox"/> Major Site Plan Review	<input type="checkbox"/> Zone Amendment
		<input type="checkbox"/> Minor Development Project	<input type="checkbox"/> Other
		<input type="checkbox"/> Minor Site Plan Review	_____
		<input type="checkbox"/> PRD Concept	_____