



CARNIVAL & CIRCUS

Definition

An establishment or enterprises involving large assemblies of people or automobiles, including amusement parks, circuses, carnivals, expositions, fair grounds, open-air theaters, race tracks, recreational and sport centers.

Location Restrictions

Not allowed to locate or operate on unimproved dirt lot or residentially zoned property.

Not permitted at any one site or location for more than ten (10) consecutive days more than four (4) times per calendar year, or more than once in any sixty (60) day period.

Requirements

- Must provide evidence of written permission from legal property owner.
- Original Insurance Policy.
- Plot Plan
- Carnival with food booths need Seller's Permit & Health Certificate.
- Must Notify all residents with two-hundred (200) foot radius of the event and obtain signatures of approval from at least 51% of them.
- Complete applications for Carnivals must be received at least thirty (30) days prior to event.
- CARNIVAL/CIRCUS PACKET (SUPPLEMENTAL APPLICATION)
- Provide California State Fire Marshall approved Certificate of Flame Retardation and Certificate of Flame Resistance. (CIRCUS)
- Provide County of Los Angeles Fire Department Permit. (CIRCUS)

Permit Fees and License Taxes:

Permit Fees \$292.00

License Fee

License Tax Schedule (14):	<u>Number of Attractions</u>	<u>License Tax per Day</u>
	1- 9	\$350.00
	10-16	\$500.00
	17-plus	\$750.00
	Processing Fee	\$40.00
	SB-1186	\$4.00



PERMIT COMMITTEE

SUPPLEMENTAL CARNIVAL/CIRCUS PERMIT APPLICATION

PLEASE TYPE OR PRINT CLEARLY, FILLING IN ALL SPACES, IF NOT APPLICABLE, MARK "N/A"

BUSINESS

NAME: _____

1. Provide a brief description of the type of carnival you are proposing to offer (be specific):

2. Will this carnival include a display of nude or semi-nude persons as defined by section 5.12.080 EMMC?

___Yes ___No

3. Check which categories of nude or semi-nude persons are applicable.

None _____ Owners _____ Models _____
Proprietors _____ Barmaids _____
Waiters _____ Customers _____
Waitresses _____ Dancers _____

Other: _____

4. State the maximum number of persons that will be nude at any one time _____

5. State the maximum number of persons that will be semi-nude at any one time _____

PLEASE RETURN WITH APPLICATION



CITY OF EL MONTE
PERMIT COMMITTEE

CARNIVAL/CIRUCUS QUESTIONNAIRE

BUSINESS NAME: _____

Planning Department – (626) 580-2090

1. (A) Are you operating as a restaurant? (If “yes”, please answer #1, if “no”, please continue onto #2) _____Yes _____No

If you are operating as a restaurant, do you have at least 20% of floor area in the kitchen and 50% of floor area in the dining area?

_____Yes _____No

2. Signs

(A) Do all signs conform to the sign ordinance? (Any new sign(s) must be Approved prior to installation)

_____Yes _____No

(B) Do you have portable signs, banners, or flags?

_____Yes _____No

3. Did you provide a PLOT PLAN drawn to scale or premises showing all Buildings, parking, landscaping, etc.?

_____Yes _____No

4. Did you notify all residents with 200 ft radius of the event and obtain signatures of approval from at least 51% of them.
List should contain the printed names, signatures and addresses of The residents and must be submitted with the application for the carnival.

_____Yes _____No

5. Did you provide a floor plan of building(s) drawn to scale showing Kitchen, dining and other areas?

_____Yes _____No

6. Did you install a full height solid wall separating the dining area from bar/entertainment areas?

_____Yes _____No

Discussed by: _____

(Print Name)

(Initials)



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FIRE DEPARTMENT - (626) 574-0949

1. (A) Are the proper fire extinguishers, rated 2A-10BC, provided for each 3000 sq. feet of building floor area, and _____Yes _____No

(B) Are they within 75ft. of travel distance from anywhere on the premises? _____Yes _____No

2. Are electrical extension cords being used in place of permanent wiring? (No electrical extension cords are permitted) _____Yes _____No

3. (A) Are all exit doors easily opened from the inside, and _____Yes _____No

(B) are they clearly marked as exits, and _____Yes _____No

(C) are they accessible? _____Yes _____No

4. Is there an adequate number of exits for the occupant count permitted by the square footage size of the area that is to be used by the public? _____Yes _____No

5. Are all pressurized containers secured so as to prevent them from falling over when knocked against? (A small chain is recommended for securing pressurized containers) _____Yes _____No

If your business is also a restaurant, did you provide fire extinguisher Rated 40BC for the kitchen area? (Your cooking area must be protected by a fixed fire extinguishing system) _____Yes _____No

Discussed by: _____ Int: _____ Date: _____



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BUILDING DEPARTMENT - (626) 580-2050

1. Did you submit a floor plan drawn to scale, showing the existing set-up as well as any proposed changes?
_____Yes _____No
2. Did you provide a floor plan showing locations of all legal exits and exit signs?
_____Yes _____No
3. Did you submit a floor plan which states that all existing bathrooms and exits comply with the present handicapped requirements?
_____Yes _____No

Discussed by:_____ Int:_____ Date:_____

POLICE DEPARTMENT - (626) 580-2105

1. Are the doors equipped with a self-closing device?
_____Yes _____No
2. Do you agree to provide uniformed security guards as may be required?
_____Yes _____No

Discussed by:_____ Int:_____ Date:_____



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NEIGHBORHOOD SERVICES - (626) 580-2080

1. Did you provide a plot plan to a Code Enforcement Officer?

Yes_____ No_____

2. What type of Carnival will you be having?

3. Give the approximate number of people you expect to attend:_____

4. Will there be a cover charge to attend? Yes_____ No_____

5. Number of days for this event:_____

6. What are the dates & the hours of the event for each day: _____

7. Will this event take place indoors or outdoors:_____

8. Provide written permission from property owner.

Discussed by:_____ Initials:_____

(Code Enforcement Officer)

Date:_____



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LICENSE DEPARTMENT - (626) 580-2031

1. Did you read and understand the standard Carnival conditions?

_____Yes _____No

2. Did you complete the supplemental Carnival application?

_____Yes _____No

3. Did you provide the License Department with written clearances from each department?

_____Yes _____No

Discussed by:_____ Int:_____ Date:_____

I hereby certify to the best of my knowledge and behalf that the information Provided above is true and correct.

Signature:_____

Title:_____

Date:_____



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PUBLIC WORKS – (626) 580-2056

1. Will the event be held in the public right of way
(public owned streets, parking lot or sidewalk) Yes No

2. Did you provide the Public Works Dept. with a Plot Plan
(Copy Attached) Yes No

3. Approximate number of people do you expect to attend? _____

4. What are the dates & hours of the event for each day:

FOR OFFICE USE ONLY

Will applicant need an encroachment permit? Yes No

Insurance certificate provided? Yes No

Received By: _____

Discussed By: _____

Initials: _____

Date: _____



City of El Monte
Permit Committee

CIRCUS

Standard Conditions

FIRE DEPARTMENT

- 92. Must comply with all Local and State Codes.
- 559. Submit plot plan and layout with tent dimensions; animal, vehicle, generator, etc. Locations. Provide California State Fire Marshall approved Certificate of Flame Retardation.
- 265. An inspection is required by the Fire Department, at least two (2) hours prior to opening to the public. Call (626) 574-0949 twenty-four (24) hours in advance for an inspection appointment.
- 800. Standby firefighter required for all shows. To be there ½ hour prior to and after each show. Call (626) 574-0949 to arrange.

BUILDING DEPARTMENT

- 577. Twenty-four (24) hour notice required on all Building Department inspection requests. Please call (626) 580-2050.

PLANNING DEPARTMENT

- 73. Portable restrooms must be provided on site.
- 77. The premises shall be vacated within forty-eight (48) hours of the close of the event and be left in the original condition.
- 78. The event must be held on a paved lot or lawn area.
- 268. Applicant must provide an accurate plot plan, showing all carnival rides, game booths, food booths, etc., drawn to scale, of the entire property and attraction location, including distances to the nearest residential property. All carnival rides, game booths, restroom facilities and food booths, etc. must be included on the plot plan.
- 269. Applicant must notify all residents within a 200 foot radius of the event and obtain signatures of approval from at least 51% of them. This list which must contain the printed names, signatures and addresses of these residents must be submitted with the application for the carnival.
- 270. Any carnival ride must be situated at least 200 feet from any residentially used or zoned property.
- 271. Game and food booths must be installed at a maximum distance away from any residentially used or zoned property to reduce the impact noise from the rides.
- 272. An event which is located immediately adjacent to or within 200 feet of a residentially used or zoned property, the hours of operation shall be limited to 10:00a.m. to 9:00p.m., Sunday through Thursday and 10:00a.m. to



11:00p.m., Friday and Saturday, or as otherwise specified by the Permit Committee.

- 944. Call for Planning Department inspection prior to first night of exhibition for night light glare reduction/noise reduction measures. (626) 580-2093.**

POLICE DEPARTMENT

941. Guard/Private Security on premise after hours and during all performances. Private security per approval of Chief of Police. (626) 580-2201.
925. In the event that the Chief of Police determines that public street traffic conditions may require the dedication of one or more El Monte Police Officers to manually control street intersection signals or otherwise direct public street traffic in the immediate vicinity of the event during the time when the event is in operation, the Applicant shall reimburse the City for such extra police officer time, calculated at a rate per hour for each such police officer assigned to such duty, provided however that the aggregate amount of such reimbursement payable to the City for such extra traffic police officer time shall not exceed the sum of \$1,200. In the event that such an amount is payable as reimbursement to the City for extra traffic safety, police officer time, such amount shall be paid within thirty (30) days following the issuance of a written invoice for payment of such amount by the Chief of Police.

CODE ENFORCEMENT DEPARTMENT

912. Applicant is responsible for site clean up after each day's performance. Applicant is also responsible for disposal of all trash and debris related to event.
922. Applicant shall be responsible on a daily basis for removing accumulated dirt, litter, trash, junk, feces (should be at least 20 feet away from Humans contact), or debris in doorways, adjoining sidewalks, walkways, courtyards, patios, parking lots, planters, yard areas, landscaped and other areas. Applicant shall consult with City-approved waste hauler to determine collection and removal of all debris.
923. Applicant shall take all necessary precautions to prevent the contamination of the water table and avoid disbursements of grease, oil, or other hazardous material on paved or unpaved surfaces,



driveways, buildings, walls, or fences, or from which any such material flows or seeps on to any public street or other public or private property, or which is likely to seep or migrate into the underground water table and storm drains.

924. Applicant shall take all necessary precautions to avoid disturbing the public peace, including creating any condition or activity which adversely affects the health, peace or safety of persons residing or working on the premises or in the surrounding area during hours of operation, including set up and clean up.

LICENSE DEPARTMENT

42. Applicant must provide proof of insurance which meets the standards set forth in **EMMC Section 3.24.160**. This insurance must be in effect throughout the term of the permit. Expiration/cancellation of a policy during the term of the permit shall be cause for immediate revocation of the permit.
74. Must provide evidence of written permission from legal property owner.
267. Complete applications for carnivals must be received at least thirty (30) days prior to the opening date of the event and at least two (2) weeks in advance of the Permit Committee meeting at which the event will be considered. A complete application includes: 1) An original and current insurance policy; 2) A plot plan; 3) The list of signatures of 51% of the residents within a 200 foot radius of the proposed location; and 4) Written permission from the property owner.
291. Must be in possession of a valid sellers permit.
51. Pursuant to **EMMC Section 5.12.260**, all other City fees and taxes must be paid in full as a prerequisite to the issuance of this permit. Should the permit holder default on the payment of any fee or tax due the City by any provision of law or of this Code, this permit shall become invalid.