

CITY OF WESTMINSTER
SPECIAL EVENT PERMIT APPLICATION
8200 Westminster Blvd., Westminster, CA 92683 (714) 895-2860 Fax (714) 373-5701

APPLICANT INFORMATION (PLEASE TYPE OR PRINT INFORMATION CLEARLY)

Organization Name: Laura Rose Homes aka LSR Properties Inc.

Non-profit/501.C3 Number (If applicable): _____

Mailing Address: 5241 Yale Ave Westminster CA 92683
Address City State Zip

Applicant Name: Laura Rose

Mailing Address: 5241 Yale Ave Westminster CA 92683
Address City State Zip

Work Phone Number: 714.248.5216 **Cell Phone Number:** 714.235.5120

Home Phone Number: n/a **Fax:** n/a

Email Address: laura@laurarosehomes.com

Contact Person during the Event: Laura Rose

Work Phone Number: 714.248.5216 **Cell Phone Number:** 714.235.5120

Home Phone Number: n/a **Fax:** n/a

Email Address: laura@laurarosehomes.com

EVENT INFORMATION

Name/Title of Event: Community Movies in the Park

Date(s) of Event: 6/21/25, 7/12/25, 8/2/25, 10/11/25

Type of Event: Special Event for Community - Free Movies in Park

Event location: Bolsa Chica Park - 13660 University St. Westminster Ca, 92683

Anticipated number of participants/spectators: 100-150

Facilities to be used : Private Property Street Sidewalk Park Civic Center

Time of Event: 2 hours before dusk to 9pm

Set up Date & Time: 3-5pm **Take Down Date & Time:** 9pm

Please check which elements listed below will be included in the proposed event:
PLEASE NOTE THAT THE CITY WILL NOT PROVIDE ANY ITEMS LISTED BELOW

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Amplified Sound | <input type="checkbox"/> Electrical | <input checked="" type="checkbox"/> Entertainment
<i>What type</i> <u>movie projected on screen</u> |
| <input type="checkbox"/> Trash Cans | <input checked="" type="checkbox"/> Generators | <input type="checkbox"/> Booths/Vendor
<i>Non-profit</i> _____
<i>Commercial</i> _____ |
| <input checked="" type="checkbox"/> Games/Lotto/Raffle | <input type="checkbox"/> Banners | <input type="checkbox"/> Parade |
| <input type="checkbox"/> Fencing | <input type="checkbox"/> Flags | <input type="checkbox"/> Admission Fee |
| <input type="checkbox"/> Barricades | <input type="checkbox"/> Carnival/ Rides | <input type="checkbox"/> Stage <i>Size</i> _____ |
| <input checked="" type="checkbox"/> Food/Cooking
<i>Non-profit</i> _____
<i>Commercial</i> _____ | <input type="checkbox"/> Tents | <input type="checkbox"/> Firecrackers/Fireworks |
| | <input checked="" type="checkbox"/> Canopies
<i>Size</i> ¹ _____
<i>Amount</i> <u>10x10 easy up</u> | |
| <input type="checkbox"/> Alcoholic Beverages Served | <input type="checkbox"/> Alcoholic Beverages Sold | |

Will the event have sponsors? (If so, please indicate the sponsor(s):

Event is free for the community - exclusively sponsored and paid for by applicant Laura Rose Homes AKA LSR Properties Inc.

Describe in detail, what activities are planned for this event:

Outdoor Movies in Park hosted by Laura Rose Homes a real estate team, led by Laura Rose a Westminster Resident, Property Owner and Licensed Real Estate Broker. Laura will invite neighbors living in Westminster surrounding Bolsa Chica Park and beyond to enjoy an evening out for a Movie in the Park with the neighbors and friends. Attendees bring their own chairs and blankets and watch a G or PG rated movie in the park. Attendees are encouraged to come early and enjoy picnic and socialize before the movie begins. We hand out free popcorn which is individually wrapped purchased the day of the event from Smart & Final the first street brand. At halloween attendees come in costume and the event is themed

To ensure appropriate review of your event, please include a plot plan and a narrative review of pertinent information that will better assist us in reviewing the activities and components of your event. (If additional space is required please attach to the application).

I, Laura Rose would like to once again host movies in the Park at Bolsa Chica Park in Westminster. I will invite neighbors that live in the surrounding neighborhoods to join me and their friends, family and neighbors to watch a movie under the stars. G/PG rated movies, we show cartoons, classic 80's/90's movies and other popular family friendly movies. Anyone interested in attending is welcome, flyers will be distributed. I staff the event and want this to continue to be an event for the community I live and work in. I have hosted at Bolsa Chica Park 2018, 2019, 2020, 2021, and 2022 & 2023, 2024. I Laura Rose carry the insurance as required by the City of Westminster as well - I have attached the insurance cert for 2025. We hand out free popcorn which is individually wrapped purchased the day of the event from Smart & Final the first street brand. Site Plan for the event is also attached.

GENERAL INFORMATION FOR SPECIAL EVENT PERMITS

A Special Event Application must be completed, signed and submitted to the City of Westminster, Attention: Community Services no sooner than nine months in advance of the proposed date and no later than sixty days in advance of the proposed date. Requests will go before City Council for approval.

- **A Special Event Application must be completed if the following applies:**
 1. Event is scheduled to take place on public property; or
 2. Event is likely to attract more than one thousand persons (including workers, spectators and participants); or
 3. If it is determined to be necessary by the City Manager or his/her designee.

Conditions for the issuance of this permit include, but are not limited to the following:

- a. Applicant must pay a \$100 permit review fee.
- b. Must provide cash deposit, money order or cashier's check covering all extraordinary City expenses to be submitted to the City a minimum of 21 calendar days prior to the event.
- c. Approved Special Event Permit is not transferable.
- d. Ensure that the event proceeds only along the designated route and remain within the designated parameters.
- e. Provide police enforcement and traffic control devices for the event.
- f. Provide the necessary sanitation, trash disposal and water needs for all involved personnel and spectators.
- g. Must obtain the required permits from Orange County Fire Authority and the Orange County Health Department. Inspections will be done the day of the event.
- h. The applicant must provide to the City of Westminster evidence (a copy) of a commercial general liability insurance policy and a certificate of insurance in the amount of a minimum of two million dollars per occurrence and in the aggregate, naming the City, the City Council, Boards and Commissioners, its Officers, Employees or Agents as a named additional insured during the term of the permit.
- i. The applicant shall execute the hold harmless agreement provided by the City.
- j. Conformance with the insurance and hold harmless requirements shall be completed within seven (7) working days following the final approval of the permit.

The Applicant will be required to act in accordance with with all requirements of Titles 5, 9, and 15 of the Westminster Municipal code, and pursuant to the terms of Chapter 9.61 and said Code. The undersigned agrees to comply with all of the conditions as a result of their request and will comply with all of the applicable portions of Chapter 9.61 of the Westminster Municipal Code.

Print Name Laura Rose

Signature Laura Rose

Digitally signed by Laura Rose

Date: 2025.03.10 23:43:34 -07'00' Date 3/10/25

FOR OFFICE USE ONLY:

Date Permit Approved: _____

Special Event Processing Fee: Cash/Check/Card Amount \$ 100.00 Date Received: _____

Special Event Deposit: Cash/Check/Card Amount \$ _____ Date Received: _____

Miscellaneous Deposit: Cash/Check/Card Amount \$ _____ Date Received: _____

Parade Deposit: Cash/Check/Card Amount: \$ _____ Date Received: _____

Received By: Amanda J Valadez Date: 3/10/25

O. C. Health Department Permit (food)
A.B.C. Permit (alcohol)
Police Permit (street closure)
Certificate of Insurance and Policy

O.C.F.A. Permit (canopies/tents, fireworks/firecrackers)
Building Permit (electrical/generators)
Park Use Request (use of city park)

DEPARTMENTAL REVIEW	DEPARTMENTAL RECOMMENDATIONS	DEPARTMENTAL APPROVAL
Animal Control		
Building Division		
City Clerk		
City Manager		
Code Enforcement		
Community Services		
O. C. F. A.		
O. C. Health Dept.		
Police Department		
Public Works Dept.		
Risk Management		

Bolsa Chica Park – Westminster – Site Plan for Movies In Park - Hosted By Laura Rose Homes aka LSR Properties Inc.

