

CITY OF MILPITAS
455 E. CALAVERAS BOULEVARD
MILPITAS, CA 95035

City Clerk's Office **3**

APR 09 2008

RECEIVED

ENTERTAINMENT EVENT PERMIT

(Per Chapter 5, Title III, Milpitas Municipal Code)

1. Applicant, all sponsors and promoters of the event and all proprietary owners, partners and officers and directors of Applicant and said sponsors and promoters:

Name: Fil-D Craft Intl, Inc. (Edith Masacayan Contact)

Company/Organization

Address: 2015 Cherrystone Drive

City: San Jose State: CA Zip Code: 95128

Office Phone: 408-453-5200 Home: _____ Cell: (408) 772-8753 Fax: (408) 615-9545

E-Mail: emasacayan@yahoo.com

(Use separate sheet for additional sponsors)

2. Proposed event location in Milpitas: Milpitas Sports Center Outdoor Facilities
Football Field
3. All owners of real property where event is proposed to be held:

<u>Name</u>	<u>Address</u>	<u>City/State/Zip Code</u>
<u>City of Milpitas</u>		

(Use separate sheet for additional names)

4. Days, dates, times of event: Sunday, May 18th (1 day event)
Set-up - 7-11:00 11:00-5:00 - Program 6-7:00 Santacruz
7:00-9:00 Concert 9:00-11:00 Take Down

5. Nature and type of event performances: Filipino Musical Concert and
Cultural Program "Santacruz"

6. Intended Performers:

<u>Name/Group</u>	<u>Nature of Participation</u>
<u>Local talents and guest artists from the Philippines</u>	

(Use separate sheet for additional names)

SUBMIT COMPLETED FORM TO CITY CLERK

7. Estimated Number: Spectators: 1,000
 Participants: 100
 Workers: 50
 Attendance Each Day: _____
 Media: 10

8. Method for determining number in actual attendance and basis for estimate: head count
mechanical counter

9. Proposed facilities for furnishing drinking water (justify adequacy): bottled water

10. Proposed sanitary facilities (justify adequacy): Porta - Potty with sink

11. Description of real property where event will occur (justify adequacy): n/a
on the field at the Philippines Sports Center (outside)

12. Description of parking facilities, including compliance with ADA, parking attendants at entrances, exits and within area (justify adequacy): existing parking spaces

13. Description of interior access ways (attach map or diagram and justify adequacy): n/a

14. Description of composition and construction of structure, seating arrangements and supports (justify adequacy): existing structure (bleachers) to use stage, tables, chairs, tents, generators, booths

15. Description of availability and location of ambulances, fire, police and other emergency vehicles: Police and Fire dept. will be on-site as well as, First Aid to be requested if necessary

16. Description of interior private police or security protection proposed (justify adequacy): Private Security and volunteers

17. Description of provision for fire safety (justify adequacy): adequate fire lanes, extinguishers on site, vendor trainings, fire inspection requirements must be met
18. Location, nature and type of medical and first aid facilities (justify adequacy): First Aid Station on site, Fire and Police on site security will be provided
19. Description of proposed electrical wiring, lighting and location of all light standards and electrical switches: electrical provided to code by professional contractor
20. Description of manner of acquiring, handling, preparing and disposing of food, drink, confectionery and condiment and all substance and ingredients used in their preparation: comply with all Health Dept., rules and regulations, training for vendors
21. Description of manner of cleanup of the premises during and after the conclusion of the entertainment event and for the removal of garbage, refuse and waste: Dumpsters to be provided, clean up crew, daily sweep on site, special "gray" containers
22. Any additional helpful information useful to process your permit: No alcoholic beverages allowed on premises. Professional crowd control, experienced event management.

I declare under penalty of perjury that the above statements and any accompanying statements and documents have been examined by me and are true and correct. I have read Chapter 5, Title III of the Milpitas Municipal Code and agree to comply with the provisions of said Chapter 5, Title III, the permit, the conditions thereof and the laws of the City and State.

Executed at Milpitas, California, on April 9, 2008, 2008.
(Date)

Signed: [Signature]
Title: President

Received By: Mary Lovelle Date: 4-9-08

application fee \$100 paid 3-26-08

Permit Approved By City Council: _____ Date: _____
Permit Denied: _____ Date: _____

City Clerk's Office

MAR 31 2008

RECEIVED

Santacruzán '08

Organized by ~~Lexana, Inc.~~
To benefit various Philippine Charitable Institutions



We are inviting all Filipino-Americans in the Bay Area to watch the first public presentation of Santacruzán '08 - a cultural celebration in song and dance

at the Milpitas Sports Complex. 18

Festivities start at 11 a.m. to 9:00 p.m., ~~Saturday~~ May 10, 2008.

See Filipino-American talents perform every hour on the hour culminating in the Santacruzán from 6:00-7:00 p.m.

Highlight is the performance of home-grown singing star, Rachel Alejandro who will entertain fans from 7:00-9:00 p.m.

For details, please call:

Edith Masacayan 408-772-8753 • Letty Quizon 408-455-4137

Celia Salazar 408-210-0350 • Tony Teodoro 408-398-2186

Admission is Free

Flores, from Spanish flores or "flowers," also known as Flores de Mayo (flowers of May), Flores de Maria (flowers of Mary) or alay (offering), may refer to the whole Flower Festival celebrated in the month of May in honor of the Virgin Mary.

A Santacruzán is a religious-historical beauty pageant held in many cities, towns and even small villages throughout the Philippines during the month of May. It is one of the most colorful May-time festivals in the Philippines which depicts the finding of the Holy Cross by Queen Helena, mother of Constantine the Great. Many movie and television personalities participate in the events are featured as major sagalas and escorts.

In the Tagalog region, this custom and celebration started after the proclamation of the dogma of the Immaculate Conception in 1854 and after the publication circa 1867 of Mariano Sevilla's translation of the devotional Flores de Maria

City Clerk's Office

MAR 31 2008

RECEIVED

Santacruzán '08

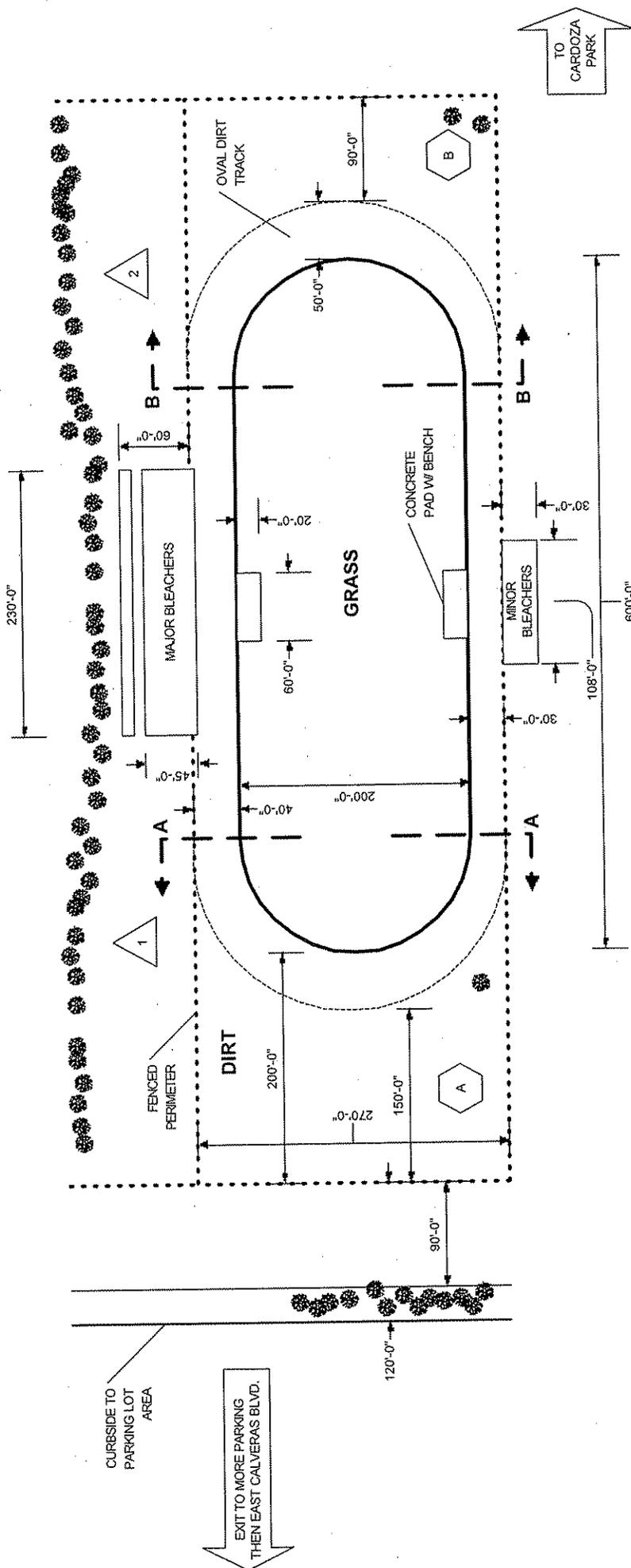
Organized by ~~Lexana, Inc.~~
To benefit various Philippine Charitable Institutions



Milpitas Sports Complex
Saturday, May 10, 2008
18

PROGRAM

11:00 am	Phil Am veterans Rondalla
11:30 am	Philippine Folk Dance
12:00 pm	Arjay and Cecile - duet
12:30 pm	Grande Band
1:00 pm	Kawayan - folk dancing
1:30 pm	Latin Affect - live band, Salsa
2:00 pm	Dynamics - free style dancing
2:30 pm	Phil Am veterans Rondalla
3:00 pm	Toni Lambio singer/ guitar playing
3:30 pm	Philippine Folk Dance - Tinikling
4:00 pm	Rowena Mateo - singer
4:30 pm	Philippine Folk Dancers - Singkil
5:00 pm	Eleanor Licup - singer
5:30 pm	Henry's Live Band
6:00 pm	Santacruzán
7:00 - 8:30 pm	Rachel Alejandro

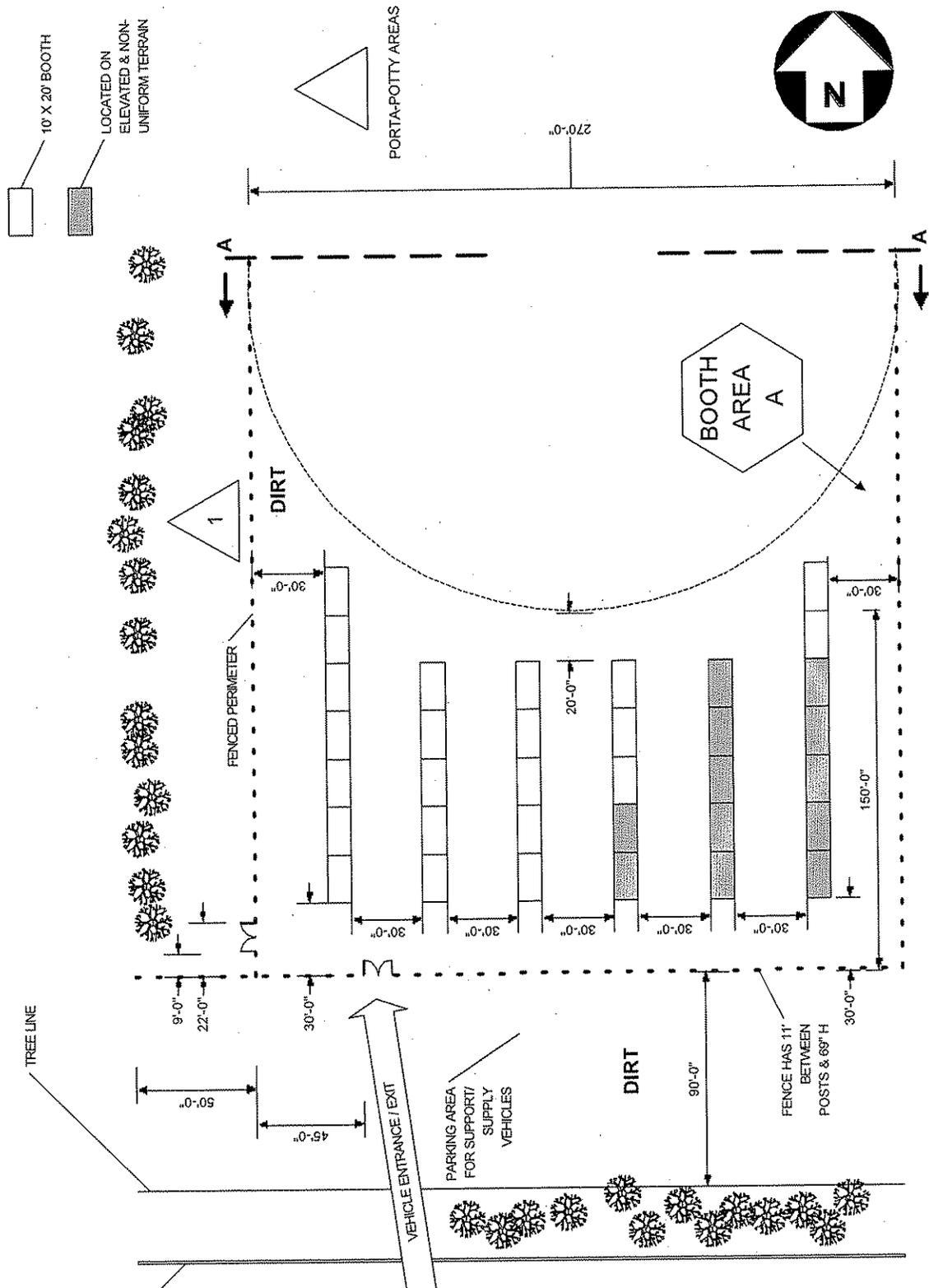


MILPITAS SPORTS COMPLEX
FOOTBALL FIELD
BASIC AERIAL LAYOUT, PAVED
MEASUREMENT ACCURACY +/- 10%

-  BOOTH AREAS
-  PORTA-POTTY AREAS



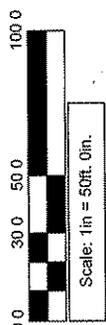
CURBSIDE TO
PARKING LOT
AREA



MILPITAS SPORTS COMPLEX
PARKING LOT ALLOCATION
500: DAYTIME, 1000: EVENING
45: MAIN PERFORMERS

EXIT TO PARKING THEN EAST CALVERAS BLVD.

MAIN PERFORMERS PARKING AREA



MILPITAS SPORTS COMPLEX
FOOTBALL FIELD
BASIC AERIAL LAYOUT, PAVED
MEASUREMENT ACCURACY +/- 10%

CURBSIDE TO PARKING LOT AREA



39465 Paseo Padre, Ste 2800
Fremont, CA 94538
Office (510) 791-7380
Fax (510) 791-2129
(800) 343-1901
www.overtonsecurity.com

March 27, 2008

City Clerk's Office

MAR 28 2008

RECEIVED

Ms. Mary Lavelle
City of Milpitas

To: Mary Lavelle
Re: Santacruzán '08

Dear Ms. Lavelle:

Overton Security Services Fremont, CA, has been contacted in regard to providing security for the planned Santacruzán '08 Festival that is to be held at the Milpitas Sports Complex on May 10th of this year. Overton Security has provided security for many local public events including the Fremont Wine and Arts Festival, and is capable and willing to provide security for the Santacruzán '08 Festival.

If you need any further information or have any questions regarding this matter please free to call me or Mr. Jason Solarzano our operations manager.

Sincerely,

Frank DiMeco
Field Operations

SETTING THE STANDARD FOR SECURITY SOLUTIONS

March 30, 2008

City Clerk's Office

MAR 31 2008

RECEIVED

Milpitas City Council
Mary La Velle, Clerk of the Board
Milpitas City Hall
455 East Calaveras Boulevard
Milpitas, California 95035

Dear Ms. La Velle:

RE: Letter of Commitment
May 10, 2008 Santacruzán 08 Permit Request

I would like to inform the you and the members of the City of Milpitas Council that I am in charge of the committee which is task to providing First Aid services at the Santacruzán 08 activities.

Two First Aid booth will be established where minor First Aid treatment and First Responder response, if needed are provided while the paramedics are summoned and on their way. The booth will be staffed with licensed health care providers such as physician, nurses, licensed vocational nurses, or pharmacist.

Please call me at 408-821-2982 or send me an e-mail at edna_esguerra@yahoo.com if you have any questions.

Thank you.

Sincerely,

Edna Esguerra, BSN, RN, MPA

LEXANA

304 Turquoise Drive, Milpitas, CA 95035

March 27, 2008

To: The City Council
City of Milpitas
Milpitas, CA 95035

City Clerk's Office
MAR 27 2008
RECEIVED

Subject: Waiver Requirement

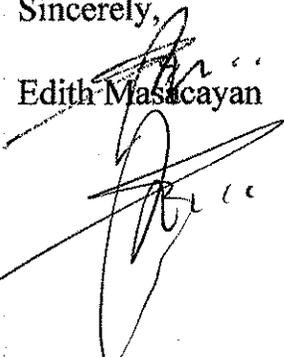
This refers to our application to hold the Santacruzán '08
on May 10th at the Milpitas Sports Center Outdoor Facilities.

18th

We would like to request to waive the requirement that
allows for one event in a 30-day period.

Thank you.

Sincerely,


Edith Mascacayan

April May 9, 2008

For Office Use Only

<u>APPROVED</u>	<u>DEPARTMENT</u>	<u>BY (Name & Phone Ext.)</u>	<u>DATE</u>
_____	<u>Building</u>	_____	_____
_____	<u>City Manager</u>	_____	_____
_____	<u>Engineering</u>	_____	_____
<u>EA</u>	<u>Finance</u>	<u>Emma Karlen X 3145</u>	<u>4/4/08</u>
_____	<u>Fire Marshal</u>	_____	_____
_____	<u>Planning</u>	_____	_____
_____	<u>Police</u>	_____	_____
_____	<u>Recreation</u>	_____	_____

If not approved by any department, explain why not, and what conditions applicant could change to receive department approval for the event: _____

Finance conditions — Need business license and insurance.

cc: City Council

MEMORANDUM
Planning Division



To: Mary Lavelle
Through: James Lindsay
From: Cindy Hom, Jr. Planner
Date: April 4, 2008
Subject: Application for Entertainment Permit for Santacruzán Music Festival

The Planning Division has reviewed the Entertainment Permit for the Santacruzán Music Festival proposed at the Milpitas Sport Center track field. This event is approved subject to the following conditions:

1. The music festival is permitted to occur from May 18, 2008 between the hours of 11:00AM to 9:00PM.
2. The event setup is approved to begin on May 18, 2008 at 7:00 AM and tear down to be completed by May 19, 2008 where all area and properties involved shall be restored to their previous condition.
3. The approved event area is limited to Milpitas Sport Center track field and associated event parking areas as depicted on the site plan.
4. The event shall be conducted in a manner that pedestrian traffic or vehicular traffic does not impede the normal and customary use of the driveways, designated walkways and parking areas adjacent to event area. Handicapped parking facilities, access and pathways outside the event area shall be kept clear and unobstructed.
5. Booths, stages, seats and other structures shall not obstruct pedestrian access and pathways within the enclosed event area.
6. Trash and recycling receptacles shall be provided and maintained throughout the event area. The applicant must contact Allied Waste at (408) 432-1234 for temporary trash and recycling services and bins for the duration of the event. The bins shall be located at the rear of the event site, not visible from public view and not within any pedestrian or vehicular paths. The applicant may need to contact the City of Milpitas in order to establish a temporary Allied Waste account on city property.
7. Applicant shall protect storm drains from accidental discharges by providing site sweeping and clean up on an on-going basis during all hours of operation by the event staff.
8. Upon cessation the event all associated signage shall be removed and properly disposed of.
9. Any on-site food preparation and/or outdoor cooking shall adhere to Department of Health regulations and Fire Department requirements.
10. The event shall comply with Milpitas Municipal Code V-213-3 (Unlawful to Create or Permit Disturbing Noise). No amplified music shall be permitted past 10:00 PM.
11. Any violation of the conditions of approval may result in the revocation of the Entertainment Permit and shall require the event to cease operations immediately.

Santacruz

For Office Use Only

<u>APPROVED</u>	<u>DEPARTMENT</u>	<u>BY (Name & Phone Ext.)</u>	<u>DATE</u>
_____	Building	_____	_____
_____	City Manager	_____	_____
_____	Engineering	_____	_____
_____	Finance	_____	_____
Y	Fire Marshal	J. COPELIA	4/7/08
_____	Planning	_____	_____
_____	Police	_____	_____
_____	Recreation	_____	_____

If not approved by any department, explain why not, and what conditions applicant could change to receive department approval for the event: APPROVED w/ COMMENTS

SEE ATTACHED COMMENTS

cc: City Council



**MILPITAS FIRE DEPARTMENT
FIRE PREVENTION DIVISION**

455 E. Calaveras Blvd., Milpitas, CA 95035 (408) 586-3365, FAX (408) 586-3378

MEMORANDUM

DATE: April 7, 2008
TO: Mary Lavelle
FROM: Jaime Garcia
CC: Patricia Joki (Fire Marshal), Albert Zamora (Assistant Fire Marshal)
SUBJECT: SANTACRUZAN '08
1325 E Calaveras Blvd.
Entertainment Event Permit for May 2008 (one day only - hours 11:00am to 8:30pm)

The Fire Department has the following comments for the applicant(s):

PERMIT REQUIREMENTS

1. Tents and membrane structures having an area in excess of 200 square feet (19 m²) and canopies in excess of 400 square feet (37 m²) shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the fire code official. Multiple tents or canopies adjacent to each other are calculated as a single unit. California Fire Code, Section 2403.2, amended by MMC V-300-2.42
2. A fire department permit shall be filed with the Milpitas Fire Prevention Division a minimum of two weeks prior to the event. A Fire Prevention Division application and the appropriate drawings (three sets) shall be filed for each event.
3. Fire apparatus access road with an unobstructed width of not less than 20 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches shall be provided. CFC Section 2403.8.1
4. Temporary membrane structures, tents and canopies shall not be located within 20 feet of lot lines, buildings, other tents, canopies, or membrane structures, parked vehicles or internal combustion engines. For the purpose of determining required distances, support ropes and guy wires shall be considered as part of the temporary membrane structure, tent or canopy. CFC Section 2403.8.2
Exception: Separation distance between temporary membrane structures, tents and canopies, not used for cooking, is not required when the aggregate floor area does not exceed 15,000 square feet.
5. Temporary membrane structures, tents, and canopies and their appurtenances shall be adequately braced and anchored to prevent weather-related collapse. Documentation of structural stability shall be furnished to the fire code official upon request. CFC Section 2403.9
6. Provide fire extinguishers as follows (CFC 2404.12):
One fire extinguisher (2-A:10-B:C) per 3,000 square feet or within 75 feet travel distance from any-point within event area.
7. Cooking and heating equipment shall be vented to the outside air by approved means. Where vents or flues are used, all portions of the temporary membrane structure, tent or canopy shall be not less than 12 inches

from the flue or vent. CFC Section 2404.15.2

8. Cooking and heating equipment shall not be located with 10 feet of exit or combustible materials. CFC Section 2404.15.3
9. Tents where cooking is performed shall be separated from temporary membrane structures, other tents and canopies by a minimum of 20 feet. CFC Section 2404.15.5
10. Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 20 feet from a temporary membrane structure, tent or canopy. CFC Section 2404.15.6
11. LP-gas containers shall be located outside. Safety release valves shall be pointed away from the tent, canopy or membrane structure. CFC 2404.16.2
12. Flammable-liquid-fuel equipment shall not be used in temporary membrane structures, tents, or canopies. CFC Section 2404.17.1
13. Flammable and combustible liquids shall be stored outside in an approved manner not less than 50 feet from temporary membrane structures, tents, canopies, or event area. Storage shall be in accordance with Chapter 34. CFC Section 2404.17.2
14. Generator(s) and other internal combustion power sources shall be separated from temporary membrane structures, tents and canopies by a minimum of 20 feet and be isolated from contact with the public by fencing, enclosure or other approved means. Provide a fire extinguisher (minimum 40B:C rating) at each generator location. CFC Section 2404.19
15. For cooking tents or canopies, the owner or agent shall file with the fire code official a certificate executed by an approved testing laboratory certifying that the tents; canopies and membrane structures and their appurtenances; sidewalls, drops and tarpaulins; floor covering, bunting and combustible decorative materials and effects, including sawdust when used on floors or passageways, shall be composed of material meeting the flame propagation performance criteria of NFPA 701 or shall be treated with a flame retardant in an approved manner and meet the flame propagation performance criteria of NFPA 701, and that such flame propagation performance criteria are effective for the period specified by the permit. CFC 2404.2
16. Provide a trained fire watch person at a ratio of one fire watch person for every 500 event attendees (if cooking is conducted as part of this event). Fire watch personnel shall not have any other event duties. Provide a trained crowd manager at a ratio of one crowd manager for every 250 event attendees. CFC Section 2404.20
17. Smoking shall not be permitted in any temporary membrane structure, tent or canopy, or in any adjacent areas where hay, straw, or any other combustible materials are stored or used unless approved by the fire code official. Approved "NO SMOKING" signs shall be conspicuously posted. CFC Section 2404.6
18. Vehicles (or any other internal combustion engines, exception for generators that are part of permit) are not permitted within the event area.

STANDARDS FOR OUTDOORS CARNIVALS AND FAIRS

A. Definitions

Cooking Booth - Booth where food is prepared by a heating or cooking process such as, but not limited to, grilling, frying, barbecuing, flambé, deep fat frying, baking, warming, or boiling.

Deep Fat Frying - Any cooking operation or process whereby the product floats or is submerged in hot oil during the cooking process.

Vendor Booth - Any booth other than a cooking booth.

B. Cooking Booth Construction and Location

1. All fabrics or membranes covering cooking booths shall be certified flame retardant or treated with a fire-retardant paint or spray. Certification(s) is required.
2. Decorative materials shall be inherently fire resistive; or shall be treated with a fire-retardant paint or spray.
3. Flooring materials used within cooking booths and cooking equipment shall be non-combustible or fire-retardant. (Exception: 3/8" plywood or similar material.)
4. Each cooking booth shall have at least one exit-way, a minimum three (3) feet wide and 6'8" high. Booth frames shall not obstruct exit paths.
5. Cooking booths shall have a minimum clearance of twenty (20) feet on at least two sides with clearance of at least twenty (20) feet from any vendor booth.
6. A minimum ten (10) foot separation shall be provided between every ten connected cooking booths.

C. Cooking Equipment

1. All interior cooking equipment shall be of an approved type, and open-flame cooking shall be located a minimum of 18 inches from booth back/side drop materials.
2. Camping type stoves may be used only under the following conditions:
 - a. Fuel types shall be approved by the Fire Marshal;
 - b. Kerosene or gasoline shall not be used to fuel stoves;
 - c. Liquid fuel shall not be added to stoves inside booths;
 - d. Fuel capacity for each appliance shall not exceed two (2) gallons;
 - e. Extra fuel shall not be stored inside booths.
3. Butane and propane equipment shall conform to the following:
 - a. Maximum fuel quantity inside each cooking booth shall not exceed ten (10) gallons;
 - b. Shut off valves shall be provided at each fuel source;
 - c. Cooking appliances shall have an ON-OFF valve located far enough away from the appliance to be safely shut off in case of fire;
 - d. The booth operator shall test all connections for leaks with a soap and water solution;
 - e. Fuel tanks shall be protected from damage and secured in an upright position;
 - f. Hoses shall be of a type approved for use with the equipment and fuel type;
 - g. Tanks not in use shall be turned off;
 - h. Extra fuel tanks shall not be stored in booths;
 - i. Unused fuel cylinders shall be stored in a secured position. Maximum outside storage is ten (10) gallons.

Note: Specialized cooking equipment used outside of booths may have larger tanks when approved by the fire code official.

D. Charcoal Cooking

1. Use only an electric starter or commercially sold lighter fluid.
2. Charcoal cooking and storage of lighter fluid is prohibited inside booths.
3. Charcoal cooking shall be located a minimum of ten (10) feet away from cooking booths and in areas away from public access.

4. Charcoal cooking shall be located at least twenty (20) feet away from combustible structures and parked vehicles.
5. Coals shall be disposed of in metal containers approved by the fire code official.

E. Deep Fat Frying, Flambé, and Open Flame Cooking

1. Deep fat frying, flambé, and open flame cooking operations shall be located outside of booths and no closer than 18 inches from any combustible material.
2. Cooking areas shall not be accessible to the public.
3. Deep fat frying equipment shall be equipped with a temperature regulating device or other method of regulating temperatures approved by the Fire Marshal.
4. Separation shall be maintained with a minimum of three (3) feet clearance between deep fat frying and flambé or open flame cooking.

F. Vendor Booth Construction and Location

1. Each vendor booth shall have at least one exit-way, a minimum of three (3) feet wide by 6'8" high. Booth frames shall not obstruct exit paths.
2. Vendor booths shall have a minimum clearance of twenty (20) feet on at least one side, with clearance of at least twenty (20) feet from any cooking booth.
3. A ten (10) foot wide separation shall be provided for every 200 lineal feet of vendor booths.

G. Electrical Power

1. Generators shall be placed only in locations approved for festival use.
2. Generators shall not be refueled during event hours. Extra fuel shall not be stored within event grounds.
3. Smoking and open flames shall be prohibited within 25 feet of refueling operations.
4. Extension cords shall be of a grounded type, and approved for exterior use.

H. Fire Extinguishers

1. Each cooking booth shall be equipped with a fire extinguisher with a minimum rating of 2A: 10B:C. Booths with deep fat frying or flambé cooking shall be equipped with an extinguisher rated for class "K" fires.
2. Cooking booths shall be equipped with visible and accessible fire extinguishers mounted adjacent to the exit.
3. For vendor booths, the maximum travel distance to a fire extinguisher with a minimum rating of 2A:10B:C shall not exceed 75 feet.
4. Each generator shall be provided with a fire extinguisher with a minimum 40B:C rating. The extinguisher shall be located near the generator and accessible at all times.
5. All fire extinguishers shall be serviced and tagged annually by a State-licensed contractor.

I. Miscellaneous

1. All compressed gas cylinders shall be secured in an upright position.
2. No approval for any Hazardous Materials (use or handling) under this permit.

3. Flammable-liquid-fuel equipment shall not be used within the event area.
4. Candles or other open flame shall be not be used within the event area. Cooking equipment in compliance with standards is exempted.
5. Flammable and combustible liquids shall be a minimum of 50 feet from the event area.
6. Flammable-liquid-fuel equipment shall not be used in temporary membrane structures, tents, or canopies.
7. All exits from the event area shall provide clear and unobstructed access to a public way.
8. Smoking shall not be permitted in the event area. Approved "NO SMOKING" signs shall be conspicuously posted.
9. Fire equipment and appliances (hydrants, fire department connection valves, etc) shall remain clear and unobstructed.

J. Fire Safety Tips

1. Know where fire extinguishers are and how to use them.
2. Do not leave cooking unattended.
3. Do not wear loose-fitting clothing while cooking.
4. Remove trash accumulation regularly.
5. Keep combustible materials away from heat sources.
6. In case of an emergency dial 9-1-1.

Jaime Garcia

From: Jaime Garcia
Sent: Monday, April 07, 2008 1:56 PM
To: Mary Lavelle
Cc: Patricia Joki; Albert Zamora
Subject: SANTACRUZAN EVENT

RE: Fire comments May event

Mary,
Please see attachment for Fire Dept. notes to applicant.

Here's the information on Fire permit fees:

Temporary Assembly 1000 or more	\$988.00
After hours inspection	\$370.50 (not applicable if inspection is done during M-F working hours)

Thanks, Jaime



CALAVERAS BL E
1325_entert per...