

NOHO PLAZA USE POLICY

PURPOSE

The purpose of this policy is to clarify the use of NoHo Plaza (located between 5223 and 5225 Lankershim Blvd.) for scheduled events, to minimize conflict between individual and group Plaza users, and to minimize safety risks to Plaza users and the general public. In addition, securing a Plaza permit assists staff with planning and prevents conflicting events and scheduling.

SCOPE

This policy applies to uses of the Plaza for a scheduled event intended to attract an audience or convene a group of participants. The NoHo Plaza is only to be used for public events or activities. All scheduled events on the Plaza shall not impede pedestrian traffic flow, block or otherwise obstruct entrances, exits or endanger the public in any way. Scheduled events cannot spill out in the alley, sidewalk, or Lankershim Blvd.

USE PERMIT/ RESERVATIONS

Groups or individuals wishing to use the Plaza for a scheduled event shall obtain a Plaza use permit. Reservations will be made on a first come first serve basis. In order to successfully reserve NoHo Plaza for an event or activity one must complete and submit the NoHo Plaza Use Permit, which is attached to this policy. A Plaza use permit must be submitted at least 14 days in advance of the proposed event. Upon submitting the form, the NoHo BID will review and determine if the event application meets the criteria for approval or denial. On approval, the applicant will be notified and allowed to use the public plaza for the date(s) specified on the application or approved by the NoHo BID. A separate application is needed for each event.

CRITERIA FOR:

APPROVAL OF APPLICATION

- The application indicates the requirements have been or appear reasonably likely to be met;
- The Plaza is adequate for the size and nature of the event;
- The application shows the applicant has rectified any problems that arose under a previous Plaza permit.

DENIAL OF APPLICATION

- Another event is scheduled for the same time and day/weekend;
- The event is reasonably likely to cause injury to persons or property;
- The event is reasonably likely to cause disruption to adjacent businesses;
- The event will substantially interfere with the safe and orderly movement of pedestrians;

CANCELLATIONS

The NoHo BID reserves the right to cancel or reschedule all events if construction or maintenance activities are to be performed in the Plaza or in its vicinity, if deemed necessary for the protection of public health, safety and welfare.

The NoHo BID will provide notice at least 5 business days prior to the effective date of such cancellation or rescheduling. Please notify the NoHo BID as soon as possible in the event of a cancellation.

AUTHORIZED PERSON

Each group must designate an authorized person at the time of the application that will be responsible for the use of the Public Plaza. The authorized person must be present throughout the use of the Public Plaza and will be the only person authorized to make changes to the arrangements, unless otherwise agreed.

FEES

There shall be no fee for a Plaza Permit.

CLEANING AND DAMAGE DEPOSIT

Depending on the size and nature of the event/activity there may be a requirement to submit a cleaning and damage deposit prior to the event. Providing there is no damage to the plaza or plaza equipment and there is no need for the NoHo BID to clean up after the event, the deposit would be 100% refundable.

INSURANCE REQUIREMENTS

The applicant must maintain General Liability Insurance with a minimum per occurrence limit of \$1 million per occurrence. The applicant shall supply a Certificate of Insurance and name the NoHo BID and its board of directors and the City of Los Angeles as an additional insured. The Certificate of Insurance shall include the following indemnify language

To the full extent permitted by law, the applicant hereby agrees to indemnify and hold harmless the NoHo BID and the City of Los Angeles, its board of directors, agents and employees against all liability, claims, judgments or demands or damages to persons or property brought by the said agents, employees and attendees of said applicant for any alleged negligence or condition, caused or created, in whole or in part, by the NoHo BID, the City of Los Angeles or the applicant; and the said applicant will defend any and all suits which may be brought against the NoHo BID and/or the City of Los Angeles in connection therewith and will make good to, and reimburse the NoHo BID and/or the City of Los Angeles, for any expenditures, including reasonable attorneys' fees, which said the NoHo BID and/or the City of Los Angeles, may make by reason of such accidents or incidents.

TIME

Plaza hours are 10:00am to 9:30pm. No events will be permitted outside of these hours.

FREQUENCY

No applicant can obtain a Plaza permit for repeat (or essentially the same) activity or event more than 4 times per month. New events or activities may be given priority over repeat events.

DAMAGES

Any damage caused to the public plaza during the permit holder's event will be the responsibility of the permit holder. This includes Plaza furniture, umbrellas, planters, plant material, signage, painted surface, and adjacent buildings. The permit holder will need to reimburse the NoHo BID for the expense to fix the damages.

VEHICLES AND MACHINERY

Vehicles and machinery are prohibited in the Plaza.

TRASH

Permit holders shall dispose of any trash and debris from the event. The permit holder will be responsible for any trash left in the plaza at the end of the event. Any permit holder that fails to leave the public plaza in a clean manner will be subject to restrictions, penalties, and/or fines.

NOISE LEVELS

No amplified music is allowed on the Plaza. The only permissible noise levels allowed in the plaza are those stated in the City of Los Angeles ordinance code.

SELLING MERCHANDISE

Commercial activity, such as selling merchandise for private profit is prohibited on the Plaza.

ALCOHOL USE

Use of or service of alcohol is prohibited at NoHo Plaza.

PERSONAL PROPERTY

Any personal or group equipment, supplies, or materials left in NoHoPlaza will be the responsibility of the permit holder. The NoHo BID assumes no responsibility for any loss, theft, or damage to personal property.

PARKING

Parking is allowed in designated areas only. Nearby Parking is available at on-street meters and an off-street public parking lot off Magnolia Blvd.