AGENDA SECTION CONSENT
AGENDA ITEM # 7
REPORT # 12-8

STAFF REPORT
COUNCIL MEETING DATE
January 23, 2012

ITEM FOR COUNCIL CONSIDERATION

Request for waiver of the Temporary Use Permit Application Fee for the Boys and Girls Club located at 4849 Foothill Road.

Report prepared by: Shanna R. Farley,
Assistant Planner
Community Development Department

Signature

Reviewed by: Dave Durflinger, City Manager

Signature

STAFF RECOMMENDATION

Action Item **X**; Non-Action Item __

Recommendation:

Waive the Temporary Use Permit Application Fee of $310.00 for the Boys and Girls Club events scheduled February 4 and 11, 2012.

I. BACKGROUND

On January 12, 2012, the Boys and Girls Club (B&GC) applied for a Temporary Use Permit. The application requests the use of the Boys and Girls Club facility for two private events scheduled on February 4 and 11, 2012. The two events are private parties, a birthday party and a quinceañera, estimated to include 100 and 250 guests respectively. On January 13, 2012 the Boys and Girls Club requested a fee waiver for the review of the Temporary Use Permit Application. The TUP Application has been included as Attachment A. The request for the fee waiver has been attached as Attachment B.
The fee waiver request was directed to the City Council and the Mayor requested that the matter be placed on an agenda for City Council consideration. The City Council has the authority to reduce or waive fees at its discretion and this agenda matter provides the Council with an opportunity to act in response to the request from the Boys & Girls Club.

II. DISCUSSION

The B&GC operates as a non-profit organization which primarily serves to promote and provide positive and safe youth development facilities for local communities. The local Carpinteria Boys and Girls Club operate a licensed after school program providing childcare and tutoring for children 5-12 years of age. Childcare services require payment of fees by parents, but much of the facilities funding is achieved through grants, federal awards and other fundraising activities. The facility also operates a Teen Center, which provides activities to youths aged 13-18 years of age. The facility also offers a limited number of scholarships to families meeting certain financial limits. The Club can accommodate a maximum of 50 children per day. The facilities are also used for youth athletic activities, where staff members often volunteer as coaches. The B&GC generates a portion of its funding through the private rental of the property for activities such as wedding receptions, parties and community events.

The City recently became aware of the use of the B&GC facility as an event rental center. On November 29, 2011, the City, through an Administrative Citation, required that the B&GC obtain proper permitting for any uses of the facility other than a child or youth recreation center and care facility. The City requires the rental facility use obtain a Conditional Use Permit Revision (CUPR), to be reviewed by the Planning Commission. Due to time constraints, the B&GC has applied for a Temporary Use Permit for two events that had been scheduled for February, and will occur prior to the Planning Commission's consideration of the CUPR. Later events shall be included as part of the CUPR review. On January 17, 2012 the City permitted a Temporary Use Permit for the Annual Community Awards Banquet of the Chamber of Commerce, which will take place at the facility on January 28. The City's sponsorship and support of the Annual Awards Banquet includes the permit processing fees.

The B&GC requests the waiver of the $310.00 Temporary Use Permit Application Fee based on previous financial support by the City (the City has provided the B&GC with $17,000 in the current year budget for youth services and allocated $6,404.50 from Community Development Block Grants awarded to the City from HUD) and general financial hardships.

The B&GC will be required to submit the CUPR application for future rental of the site for private events, as described above. The application for the CUPR has not been submitted to date. The application for the CUPR shall require the submittal of an application deposit of $4,655 by the B&GC. Staff anticipates that the B&GC may request further fee waivers or fee reductions for such permit process. The City Council may consider such requests in future discussions.

III. OPTIONS

The City Council may consider the following options to respond to the request for a Fee waiver:

1. Approve the B&GC request and waive the subject fees.
2. The Council could deny the fee waiver request and require the applicant to pay the Temporary Use Permit Application Fee of $310.00.

3. The Council could adjust the Temporary Use Permit Application Fee of $310.00 to a lower amount as so determined by the Council.

4. The Council could agree to donate funds from the General Fund to the B&GC to cover all or part of the requested fee waiver.

IV. FINANCIAL CONSIDERATIONS

The maximum financial impact would amount to the permit cost of $310.00.

V. ACTION:

Waive the payment of the Temporary Use Permit Application fee of $310.00 for the Boys and Girls Club application dated January 12, 2012.

VI. ATTACHMENTS

Exhibit A: Temporary Use Permit Application, Dated January 12, 2012

Exhibit B: Waiver Request, Dated January 13, 2012

City Council
January 23, 2012

Exhibit A:
Temporary Use Permit Application,
Dated January 12, 2012

CITY of CARPINTERIA, CALIFORNIA

5775 CARPINTERIA AVENUE • CARPINTERIA, CA 93013-2697
(805) 684-5405 • FAX (805) 684-5304 • www.ci.carpinteria.ca.us

RECEIVED
JAN 12 2012
COMMUNITY DEVELOPMENT DEPARTMENT

TEMPORARY USE PERMIT

Answer all questions completely and accurately to the best of your knowledge. Use additional sheets if necessary and provide any other information that you feel may be relevant. The more complete your application is, including this information when initially submitted, the sooner it can be processed by the City. Applicants are encouraged to submit applications as early as possible in order to expedite review and ensure meeting scheduled event dates.

Date 1-12-12

Name of Applicant Richard Medel Phone 6841568

Company Name Carpinteria Boys & Girls club

Address 4849 Foothill Rd.

Assessors Parcel Number (available at counter) _____

Site Address 4849 Foothill Rd.

Include a detailed site plan showing all street addresses or exterior boundaries of the property by streets, alleys, property lines, etc. On your site plan, show specifically where you are proposing the temporary use, including detailed measurements, dimensions of any structures, etc. Provide photos of the site and any structures or equipment that will be a permanent part of your proposed use.

Present use of the property Boys & Girls club

Zone Designation (available at counter) _____

Property owner's name Carpinteria Boys & Girls Club. Phone 6841568

Address 4849 Foothill Rd.

Property owner's signature of consent Richard Medel

Type of use being applied for Special Event usage - See attach

Dates & times of the proposed temporary use (attach additional sheets if necessary):

From _____ To _____ Time _____

From _____ To _____ Time _____

Type & quantity of equipment on site: _____

_____

Will the use have an impact on traffic? If yes, please explain. _____

_____

Do you require the support of law enforcement? _____

What size crowd do you feel the use will generate? _____

Will the use require any street closures? If yes, please list. _____

_____

Will this activity cause any disturbance, noise or congestion in the vicinity of the proposed activity? Yes _____ No _____
if yes, please explain & give mitigating measures:

_____

_____

Submittal Checklist:

- -Complete application
- -Detailed site plan
- -Mailing Labels (see page 3)
- -Photographs of site & any proposed structures
- -Application Fee

I hereby certify that the information included herein is true and accurate.

Richard Medel _____ 1/12/12 _____
Signature of Applicant Date

Office Use Only

Fee Paid $310.00 Staff/$995.00 PC Received By _____ Date _____ Receipt _____
Fee / Deposit

_____ _____
Community Development Director Date

_____ _____
Secretary, Planning Commission Date

City of Carpinteria
Community Development Department

Temporary Use Permit Processing Guide

Please note: Temporary Use Permit applications take a **minimum** of 20 calendar days to process once the application is deemed complete. Please submit your application far enough in advance of the event or activity to allow for permit processing. The permit process may take longer should the Community Development Director's decision be appealed. Applicants must also provide mailing labels detailed below.

Processing Timeline

Step 1 Complete application is submitted to the Community Development Department for processing. Within 10 days of submitting a complete application, the Community Development Director will decide on the TUP request.

Step 2 The Community Development Department will mail notices of the application and the Director's decision to the applicant and adjacent property owners. Any aggrieved party may file an appeal of the Community Development Director's decision within 10 calendar days from the date of action pursuant to Carpinteria Municipal Code Chapter 14.78.

Step 3 If no appeal is filed within 10 calendar days, the Director's decision will become final.

Step 4 If an appeal is filed, the Director's decision will be voided pending review and decision by the Planning Commission. The appeal would be heard at the next available Planning Commission meeting.

Step 1	10-day review period	**Step 2**	10-day appeal period	**Step 3**
Application is submitted and determined complete.		Decision on application made by the Community Development Director. Decision may be appealed to the Planning Commission.		If no appeal is filed, the Director's decision will become final.

MAILING LABELS

- 3 SETS
- **300 FT. RADIUS MAP (OWNER) AND 100 FT. RADIUS MAP (OCCUPANT)**
  Labels for property owners within 300' radius and occupants within 100'radius and applicable map may be obtained from S.B. County Assessor's Office @ 105 E. Anapamu St., Rm. 204, Santa Barbara, CA 93101, Phone 568-2550 or 568-3264 (Cost is ~ $50, takes 2-3 days)

  Applicants may have an independent contractor prepare the map and mailing labels. Consistent with the information obtained from the County, three (3) sets of mailing labels, 300 ft. and 100 ft. radius map that shall include the following:
  - The subject parcel should be shaded in color.
  - A 300-foot boundary line drawn around the subject parcel (owners).
  - A 100-foot boundary line drawn around the subject parcel (occupants).
  - Each of the affected parcels shaded in a different color.
  - Parcel numbers on the affected parcels.
  - A scale
  - A north arrow
  - The name, address and phone number of the person preparing and certifying the map
  - All of the above information to be on 11 x 17 size paper
  - Mailing labels shall include the owned or occupied parcel for which the label refers to.
  - Mailing labels identifying the current property owner on the most current Tax Assessor's Roll (not older than 30 days) AND Certification that the mailing labels are the most current available.

- **3 SETS OF LABELS ADDRESSED TO THE PROPERTY OWNER, THE APPLICANT AND THE PROJECT AGENT.**

Carpinteria Boys & Girls Club
Licensee Agreement

This Agreement made this 14 day of Oct 20 11 by and between Carpinteria Boys & Girls Club, Inc. Hereinafter referred to as "Club", and _____ hereinafter referred to as "Licensee". Whereas Club is the owner of certain real property commonly known as Carpinteria Boys & Girls Club, located at 4849 Foothill Road Carpinteria, CA 93013. Whereas Licensee desire to obtain permission to perform certain acts upon portions of Club's property and to use Club's property. Now, therefore, it is agreed as follows:

Organization

Name of adult in charge & responsible of event:
Officer: _____
Address: _____
Telephone #: _____
Name of responsible:
Adult _____

Individual

Name: Rudy Rodriquez
Address: 4921 Nipomo Dr
Telephone # 2164731
Carpinteria, Co.
Name of Group: _____

Use of following property located at 4849 Foothill Road:
Gym ☒ Main Room ☐ Resource Room ☐ Patio ☐ BBQ ☐ Other ☐
Misc. Tables + chairs *
Name of Event: 50th Birthday - Alumni - volunteer + ~~Associate member~~
Number of persons involved in event: 100
Requested Date of Use: Feb 11, 2012 Time: 3 - 10 pm # of Hours: _____

Alcoholic beverages to be served: Yes ☒ No ☐
If Yes, and the liquor will be sold, an ABS Liquor License is required to be delivered to Carpinteria Boys & Girls Club seven (7) days in advance of the event. If a private event, and the liquor is free to guests, no liquor license is required. But guests responsibility is the licensees, as written in the rules and regulations portion of this contract.

private party

Dancing: Yes ☐ No ☐

Music: Band name or DJ and # of members in band: yes D.J.

Oct. 14, 2011 PAID

Licensee Fee: $ 800 **Deposit:** $ 800 **Balance Due:** $ 0 PM

Breakage & Security Deposit: $ 200 Total license fee due 14 days before intended date. If not received on or before said date, deposit shall be forfeited and reservation cancelled.

1. Club grants to Licensee a License to _____
2. Licensee is personal to licensee. It is non-assignable; any attempt to assign this license terminates it.
3. This license agreement is terminated on _____, or at will.
4. Any reservation made over 30 days in advance is subject to cancellation if facilities are needed for Club activities upon receipt of hours notice.
5. It is the responsibility of Licensee to reconfirm their reservation 48 hours before the requested date.

* Note: For weddings, receptions, dances and quincienieras, fee includes staff time, security, limited tables & chairs, kitchen, trash, BBQ pit and professional cleaning. Limited capacity – 300 people, including children

1. No smoking inside or outside on the Boys & Girls Club's premises.
2. Pool tables are not to be moved unless authorization is received, in writing, from the Carpinteria Boys & Girls Club.
3. No possession of, or use of liquor will be allowed in any Club facilities. (Exception: private parties. Anyone 21 or older must possess a valid USA i.d. card. No exceptions. ABC liquor license shall be required and received by the Carpinteria Boys & Girls Club seven (7) days in advance of event. Licensee shall be responsible for license, insurance and security).
4. All dance receptions require 1 event/staff member for each 50 guests. Event staff are to be on duty during the entire event.
5. No illegal drugs are allowed.
6. None of the Boys & Girls Club equipment (balls, pool tables) is permitted for use.
7. Authorized licensee shall check, along with Boys & Girls Club staff, all facilities upon leaving, and close and secure all windows and doors.
8. Licensee shall be responsible for setting up and taking down the tables and chairs for the event. **Event staff are not responsible**- licensee must return the premises to their original condition.
9. All trash (on tables and floor) will be emptied throughout the event and after into the collection bin outside the Club at the end of the event. **Event staff are not responsible for cleanup** – licensee is.
10. Music levels will be monitored from outside the closed back door and must remain under an **80 decibel meter** reading.
11. Back door must remain closed at all times. All loading and unloading of equipment as well as the Band must exit through the front entrance of the Club. Set up or unloading can be in the back of the gym.
12. Children must be supervised by adults at all times. Children and adults are not allowed in Gamesroom. Parents can be asked to take their children home if they are misbehaving.
13. All security related incidents must be reported to the onsite Event club staff member immediately. Licensee and all guests will abide by the **final decision of the Club event staff and head of security.**
14. **Service of alcoholic beverages is to cease one hour prior to the conclusion of the event or at the discretion of Club staff or event staff.**
15. **No alcoholic beverages are to be given to intoxicated individuals. If it is happening, Club staff or security have the discretion to make a decision about the individuals and event.**
16. **No persons under the age of 21 shall consume or serve alcoholic beverages. USA i.d. required. Club staff or security have the discretion to shut down the event** or kick out certain individuals if alcohol is being given to or consumed by minors. All adults must have USA i.d. cards to consume alcohol.
17. Kitchen counters and stove must be cleaned. No food waste to be left in sink.
18. **Clean up time is 1 hour after end of event.** $5 dollars for each additional 5 minutes after the 1 hour for clean up will be charged to Licensee.
19. We hope everyone cooperates and has a positive experience so we can continue to rent the space to others.
20. **Do not ask security for additional persons to be allowed in, or to have the event go longer than originally contracted.**

Indemnity

Licensee shall indemnify and hold un-responsible the Club from and against any and all claims arising from Licensee's use of the Club's facilities and property or from the conduct of any activity, work or things done, permitted or suffered by Licensee in or about the facilities or property elsewhere. Further, the Licensee shall indemnify and hold un-responsible the Club from and against any and all claims arising from any breach or default in the performance due to any negligence of the Licensee or any Licensee's agent contractors, or employees, and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such claim or any action or proceeding brought thereon; and in case any action or proceeding be brought against Club by reason of any such claim, Licensee, as a material part of the consideration to Club, hereby assumes all risk of damage to property or injury to person, in, upon or about the facilities and property arising from any cause and Licensee hereby waives all claims in respect thereof against Club.

Acknowledge, Agree and Approve

Accepted by: Unit Director
Carpinteria Boys & Girls Club
4849 Foothill Road
Carpinteria, CA 93013

Time of Mass _____
Setup time 12pm until 2pm
Reception 4pm until 6 pm
Dance 6 pm until 10 pm
# of pass tickets issued _____
Clean up 10pm until 11pm

Tiempo de instalación 8 AM
hasta
Recepción 3 hasta 5:30
Baile 5:30 hasta 10 pm
de boletos de pase
Limpieza 10pm hasta 11 pm

Carpinteria Boys & Girls Club
Acuerdo del Concesionario

Este Acuerdo hecho este _____ día de _____ 20_____ por y entre Carpinteria Boys & Girls Club, Inc. Referido aquí y en lo consiguiente como "Club", y _____ referido aquí y en lo consiguiente como "Concesionario". **Mientras que** Club es el dueño de cierta propiedad real comúnmente conocida como Carpinteria Boys & Girls Club, localizada en **4849 Foothill Road** Carpinteria, CA 93013. **Mientras que** Concesionario desea obtener permiso para presentar ciertos actos en porciones de la propiedad del Club y para utilizar la propiedad del Club. **Ahora, por lo tanto,** se **acuerda lo siguiente:**

Organización **Individuo**

Nombre del adulto a cargo & responsable del evento:
Oficial: _____ Nombre: Antonio Benitez
Direccion: _____ Direccion: 1300 Dahlia Ct #17 Carpinteria Ca 93013
de teléfono: _____ #de teléfono 805) 705-5086
Nombre de responsable:
Adulto _____ Nombre del Grupo: _____

Uso de la siguiente propiedad localizada en 4849 Foothill Road:
Gimn ☒ Cuarto Principal ☐ Cuarto de Recurso ☐ Patio ☐ BBQ ☐ Otro ☐
Misc. Tables & chairs

Nombre Evento: Quinceañera DJ
Numero de personas envueltas en evento: 250
Fecha requerida de uso: 2-4-12 Tiempo: _____ # de Horas: _____

Bebidas Alcohólicas para ser servidas: ☒ Si ☐ No
Si es si, y el licor será vendido, una licencia ABS es requerida para ser entregada al Carpinteria Boys & Girls Club siete (7) días por adelantado al evento. Si es un evento privado, y el licor es gratis para los invitados, ninguna licencia es requerida. Pero es la responsabilidad de los invitados las licencias como se especifica en la porción de Regias y Régimen de este contrato.

Baile: Si ☒ No ☐

Música: Nombre de la Banda DJ y # de miembros en la banda: Nov. 18, 2011

Costo para el Concesionario: $ 2600 **Deposito:** $ 1200 **Balance:** $ 1400

Deposito de seguridad: $ 300 Total de cuota del Concesionario se vence 14 días antes de la fecha mencionada. Si no es recibido antes o en la fecha dicha, el deposito será perdido y la reservación canócelada.

1. El Club otorga licencia a _____
2. La licencia es personal para el Concesionario No es transferible; cualquier intento de asignar esta licencia la termina.
3. Este acuerdo de licencia termina el _____, o a la voluntad
4. Cualquier reservación hecha mas de 30 días de anticipación esta sujeta a cancelación si las instalaciones son necesitadas para las actividades del Club bajo el recibo de aviso de horas. in
5. Es la responsabilidad del Concesionario de confirmar su reservación 48 horas antes de la fecha pedida.

* Nota: Para bodas, recepciones, bailes, y quinceañeras, la cuota incluye el tiempo del personal, seguridad, mesas y sillas limitadas, cocina, basura, asador, y limpieza profesional. Capacidad limitada – 300 personas, incluyendo niños.

Reglas y Régimen

1. No fumar dentro o fuera de las instalaciones del Boys & Girls Club.
2. Las mesas de billar no pueden ser movidas a menos que sea autorizado, por escrito de parte del Boys & Girls Club.
3. No posesión de, o uso de licor será permitido en cualquiera de las instalaciones del Club. (Excepción: fiestas privadas. Cualquier persona de 21 años o mayor deberá poseer una tarjeta de identificación de los Estados Unidos. No excepciones. Licencias de licor ABC serán requeridas y recibidas por Carpinteria Boys & Girls Club siete (7) días por adelantado al evento. El concesionario deberá ser responsable por licencia, seguro y seguridad).
4. Todas las recepciones de baile requieren de 1 miembro del evento/personal por cada 50 invitados. El personal del evento deberá estar en guardia durante todo el transcurso del evento.
5. Ninguna droga ilegal esta permitida.
6. Ningún equipo del Boys & Girls Club (pelotas, mesas de billar) es permitido para su uso.
7. El concesionario autorizado deberá revisar, en conjunto con el personal del Boys & Girls Club, todas las instalaciones antes de irse, y cerrar y asegurar todas las ventanas y puertas.
8. El concesionario deberá ser responsable por instalar y quitar las mesas y sillas para el evento. **El personal del evento no es responsable.** – El concesionario deberá devolver las instalaciones a su condición original.
9. Tolda la basura (en las mesas y piso) será vaciada a través del evento y después al bote de basura afuera del Club al final del evento. **El personal del evento no es responsable por la limpieza**– el concesionario lo es.
10. Los niveles de música deberán ser controlados de afuera de la puerta de la puerta trasera cerrada y deberá permanecer bajo una lectura métrica de **80 decibelios.**
11. La puerta trasera deberá permanecer cerrada en todo momento. Toda la carga y descarga de equipo así como de la Banda deberá salir a través de la puerta de entrada frontal del Club. La instalación o descarga puede ser en la parte de atrás del gimnasio.
12. Los niños deberán ser supervisados por los adultos en todo momento. Los niños y adultos no son permitidos en el cuarto de juegos. Los padres podrían ser pedidos de llevar a sus hijos a casa si ellos no se están comportando.
13. Todos los incidentes relacionados con la seguridad deberán ser reportados el miembro del personal del evento inmediatamente. El concesionario y todos los invitados deberán seguir la **decisión final del miembro del personal del evento del Club y del jefe de seguridad.**
14. **El servicio de bebidas alcohólicas deberá cesar una hora antes previa a la conclusión del evento o a la discreción del personal del Club o evento.**
15. **Ninguna bebida alcohólica deberá ser dada a individuos intoxicados. Si esto ocurre, el personal del Club o seguridad tiene la discreción para hacer una decisión acerca de los individuo y evento.**
16. **Ninguna personal menor de la edad de 21 deberá consumir o servir bebidas alcohólicas. Una identificación de los Estados Unidos es requerida. El personal del Club o seguridad tienen la autoridad de dar por terminado el evento** o hacer salir a ciertos individuos si el alcohol esta siendo servido a consumido por menores. Todos los adultos deberan tener una identificación de los Estados Unidos para consumir alcohol.
17. Los mostradores de la cocina y estufa deberan ser limpiados. Ningún desperdicio de comida se puede dejar en el fregador.
18. **El tiempo de limpieza es de una hora después del evento.** $5 dólares adicionales por cada 5 minutos después de una hora por limpieza serán cargados al concesionario.
19. Esperamos que todos cooperen y tengan una experiencia positiva para que podamos continuar rentando el espacio a otros.
20. **No le pida a seguridad que personas adicionales sean permitidas entrar, o que permita que el evento continúe mas allá de lo establecido por el contrato originalmente.**

Indemnización

El concesionario deberá indemnificar y no hacer responsable al Club de cualquier reclamo que resulte del uso del Concesionario de las instalaciones del Club y de la propiedad o de la conducta de cualquier actividad, trabajo o cosas hechas, permitidas o sufridas por el Concesionario dentro o fuera de las instalaciones o en cualquier lugar de la propiedad Aun mas, el Concesionario deberá indemnificar y no hacer responsable al Club de y en contra de cualquier reclamo resultante de cualquier infracción o incumplimiento en la presentación por razón de cualquier negligencia del Concesionario o cualquier contratista agente del Concesionario, o empleados, y de y contra todos los costos, costos de abogados, gastos y responsabilidades incurridas en la defensa de cualquier reclamo o cualquier acción o procedimiento que resulte; y en caso de que cualquier accion procedimiento sea traido en contra del Club por razon de cualquier reclamo, el Consencionario, como parte material de la consideración al Club, por el presente asume todo riesgo de daño a la propiedad o persona, dentro o en las instalaciones y propiedad resultantes de cualquier causa y el Consencionario por este medio renuncia a todos los reclamos con respecto y contra el Club.

Maria G. Mora Exit Director

City Council
January 23, 2012

Exhibit B:
Fee Waiver Request,
Dated January 13, 2012

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COMMUNITY DEVELOPMENT
DEPARTMENT

1/13/2012

Dear City Manager and City Council Members,

The Carpinteria Boys and Girls Club is requesting a fee waiver for the Temporary Use Permit for February 4th and 11th (rentals). Thank you for past support and especially in these hard economic times.

Thank you,

Rich Medel

Rich Medel

BOYS & GIRLS CLUBS

UNITED BOYS & GIRLS CLUBS OF SANTA BARBARA COUNTY

Carpinteria Clubhouse
4849 Foothill Road
Post Office Box 643
Carpinteria, CA 93014
(805) 684-1568 Office
(805) 566-3418 Gym
(805) 684-4718 Day Care
Fax: (805) 684-7250
Fed. Tax ID# 23-7087814
Calif. #0609891UBOA6

Email-
carpathletics@unitedbg.org

Professional Staff

Richard Medel
Club Director

Alan Pottkotter
Athletic Director/Night Court

Kate Doop
Office Manager

Angela Sturdivan
Resource Room Coordinator

Javier Morales
Games Room Coordinator

Kai Shih
Teen Coordinator/Night Court

Amanda Lyon
Teen Leader/Night Court

To: City of Carpinteria
Community Development Department and Planning Commission

Subject: conditional use permit

The Clubhouse built its gymnasium in 1978-79 and that was when the Carpinteria Boys and Girls Club initiated its long history of serving children and families of Carpinteria. When the gymnasium was built, we told the community that it was not just for our club members, but it was also available for our local families and friends. Over the years, families have used the Clubhouse for quinceaneras, weddings, and special events. The Annual Carpinterian of the Year hosted by the Chamber of Commerce, local service organizations, adult dance (Zumba) and the AYSO youth group all have used our facilities. We also use our gymnasium for our Carpinteria Boys and Girls Club Annual Auction and various fundraising events that we have throughout the year.

However, we are strict as to who uses our facilities. We like to keep it local in order to minimize problems and maintain our facility in good condition. Our club members, families, and community always look forward to have their daughter's quinceanera and wedding since the facility is affordable to rent for low-income families in Carpinteria.

Moreover, we are not in the rental business; therefore, we do not advertise our clubhouse for rental. All our rentals are through word of mouth. We average about 12-14 rentals per year. Renting out our facility helps out our club tremendously and it also gives our families in Carpinteria a place to have their activities and events. Renting out our facility is like killing two birds with one stone, both parties will benefit at the end. Without our facility where would our families have their quinceaneras and weddings.

The Carpinteria Boys and Girls Club is requesting a special events permit to allow us to provide and continue the usage of the gymnamsium for our club members, families, and community of Carpinteria.