



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Community Development and Infrastructure

Subject: 2025 Approved Special Event List

Meeting Date: February 25, 2025

Formal Title: Accept and file the 2025 Approved Special Event List for use by Community Development and Infrastructure in issuance of Special Event Permits

Recommended Action

Accept and file the 2025 Approved Special Event List for use by Community Development and Infrastructure in issuance of Special Event Permits.

Executive Summary

This action item involves acceptance of the current year's Approved Special Event List, as submitted by Community Development and Infrastructure (CDI). Per Board Resolution 213-2023, CDI is required to submit this list each year for consideration and approval by the Board. Upon approval, the list will be used by CDI for issuance of Special Event Permits.

Discussion

On November 14, 2023, the Board passed Resolution 213-2023 which delegated the authority for the issuance of recurring special event permits to CDI. Per that resolution, CDI is required to return to the Board annually to present an updated Approved Events List, upon Board approval CDI is granted the authority to issue permits to the events shown on the approved list. This streamlined the previous process by eliminating the need for separate Board action items to approve each individual permit, while still maintaining transparency and Board oversight of the event permit program. The purpose of the list is to indicate the Board's support for an event to occur, while delegating authority for processing and permit issuance to CDI. Events shown on the approved list must still be individually reviewed and approved by CDI for permit issuance and are not automatically guaranteed a permit, however applicants may appeal to the Board in the event a permit is denied by CDI. Should requests be made to CDI for approval of a new event not included on the approved list, CDI would obtain separate Board approval for that event prior to permit issuance.

Per the Board's direction of November 14, 2023, Community Development and Infrastructure hereby presents its 2025 Approved Special Events List for review and approval. One event, the San Lorenzo Valley High School Homecoming Parade, has been added to the list since the last approval on February 27, 2024. Delegating authority to CDI has streamlined operations and reduced administrative steps while maintaining event quality and compliance.

Financial Impact

This action has no direct financial impact.

Strategic Initiatives

Operational Plan - Comprehensive Health & Safety, Sustainable Environment

Submitted By:

Matt Machado

Recommended By:

Carlos J. Palacios, County Administrative Officer

Artificial Intelligence Acknowledgment:

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.