

Overview

City of San Diego's current policy on Crafts or Artisan Retail Markets are to be in line with County Public Health Orders, California Department of Public Health guidelines, and Centers for Disease Control guidelines as these activities are retail based and currently allowable as an approved activity. *It is the responsibility of the Retail Market to be aware of additional guidelines as they are issued.* Compliance of the County's Public Health Officer's Order on social distancing and other Orders will be enforced.

Previous guidance has been issued by the County Department of Environmental Health and CA Public Department of Health and are still applicable, with the exception that food samples are permissible if they are pre-packaged only. However, due to the challenges of adherence to social distancing and the constantly evolving situation, the City is requiring additional modifications to these guidelines.

The authorized craft or artisan retail market organizer **MUST** submit a plan addressing all guidelines for approval to the Special Events and Filming Department for the review process to start a **minimum of 15 business days** prior to requested activity date. All permit processing and late fees still apply at this time.

Please note that this policy direction is current as of 9/24/20 but may change subject to our continuing adoption of public health guidance to ensure measures to reduce the spread of COVID-19 are followed. Deviations from proposed plans, perceived risk to public health and to our public safety resources will result in suspension of Markets.

GUIDELINES:

Host/Organizer must fill out applicable sections of the [Safe Reopening Plan](#) for any special event application, post onsite for public view and is responsible for implementation. If a market includes food preparation or food service, the Host/Organizer must fill out applicable sections of the [San Diego Restaurant Operating Protocol](#) and submit for any special event application, post onsite for public view and is responsible for implementation.

Please go to the [County of San Diego](#) for additional information on safe reopening and dining plans as well as review of guidelines.

Customer Metering/Capping:

1. The public health order prohibiting social gatherings does not apply to outdoor retail-based markets as an allowable activity, but there must be more than enough space for social distancing within the venue due to fluid movement and for queuing to enter the venue. Therefore, the City is requiring the following:
 - a. Cap of customers within defined area. A **baseline cap of 50 per enclosed city block** will be considered based on footprint size. Cap may be smaller or larger pending review of submitted plan.
 - b. Blocks do not have to be separated and can be continuous.
 - c. Metering must occur to maintain cap to maintain social distancing. Cannot block sidewalk access or traffic or create impacts to general pedestrian access.
 - d. Plan must be provided on where customers will be directed to if number of customers exceed number of marks in queue line. If there is not a feasible alternative for queuing overflow, event would need to consider some type of ticketing system for time slots to accommodate customers.
 - e. Markers for queue must be on the ground to show 6 feet distance.
2. No Pets allowed if food is served.

Market Set-Up:

- 1) One way to enter is required. There can be multiple exits if there is communication with staffed entry. Exits must be located away from staffed entry to reduce two-way traffic.
- 2) Customers cannot handle goods, only the vendor.
- 3) All vendors and visitors must wear face coverings per the Public Health Order.
- 4) Tents must be taped off with caution tape or ribbon for visual barrier, with or without tables placed in front. If there is a table, must be in front of goods or set back away from where people can touch.
 - a. Tents must be a minimum of 8 feet apart and offset from each other if on opposing sides of same street.
 - b. Signage on the market rules and county regulations should be listed at the entrance and social distancing signs should be posted at each booth.
 - c. Markers for tent queues must be on the ground to show 6 feet distance.
- 5) Provide updated map with street length and note 8 feet distances, etc.
- 6) A separate food consumption area should be provided if food is served as food consumption is not permitted in the general market area. Must adhere to [Public Health Dining Protocols](#).

Monitors:

- 1) Monitors should be placed at the entrance/exits throughout the retail market and a runner or communication process to ensure cap is maintained.
 - a. Entrance monitor to provide verbal instructions to customers and to limit how many people enter.
 - b. Exit monitors to count how many people leave and ensure no one enters.
 - c. Communication between staffed entry and exits to monitor cap.
 - d. Monitors throughout market to ensure social distancing.

Vendors and Products:

- 1) There are no limitations to vendors or products sold if they adhere to market set up requirements. Interactive services are not permitted. Entertainment permitted or anything that encourages public gathering is not permitted.
- 2) No live music or live entertainment.
- 3) No on-site food sampling (only packaged samples permitted) or food consumption in general area.

All other [Special Events Planning Guide](#) regulations and policies still apply.