

As of 11/6/20

## Overview

These guidelines for Drive-In Movies or Drive-In Concerts/Live Performances would allow entities to create these operations on City owned property not normally used for that purpose. All elements are to be in line with County Public Health Orders, California Department of Public Health guidelines, and Centers for Disease Control guidelines. *It is the responsibility of the Host/Organizer to be aware of additional guidelines as they are issued and for all compliance.* Compliance of the County's Public Health Officer's Order on social distancing and other Orders will be enforced.

The authorized organizer **MUST** submit a plan addressing all guidelines along with a special event permit application to the Special Events & Filming Department. Application must be submitted a **minimum of 15 business days** prior to the requested activity date. All permit processing and late fees still apply at this time.

Please note that this policy direction is current as of the issuance date 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 permits.

### **GUIDELINES:**

Host/Organizer must fill out applicable sections of the [Safe Reopening Plan](#) and submit along with a special event permit application, post on site and provide to all patrons and staff of a Drive-In event. Host/Organizer is responsible for implementation of applicable plan elements. Please visit the [County of San Diego](#) for additional information on safe reopening and county health requirements as well as review of Public Health Orders. Additional information on drive in movies are found on page 12 of movie theater guidance located on the [California Department of Public Health](#) website.

### **Attendee Requirements**

1. Drive-In Events require that every attendee (excluding the host, staff, and security) remains in a street legal, motorized vehicle.
  - a. Vehicles with no doors, scooters or bicycles will not be permitted.
  - b. People in open convertibles or sitting in bed of trucks will be permitted.
  - c. Chairs outside of the vehicles are not permitted.
  - d. The number of occupants per vehicle cannot exceed the vehicle's maximum occupancy.
  - e. If any of the windows on a vehicle is open, the occupants of the vehicle must wear face coverings when approached by event staff, or security.

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- f. Occupants of a participating vehicle cannot leave their vehicles except for approved or emergency purposes.
- g. Each vehicle may only be occupied by members of the same household/

### **Location Requirements**

1. Reconfigure parking spaces to ensure that vehicles have at least six feet of distance between them. The required distance between vehicles and space for other elements will determine the capacity of vehicles of the venue.
2. Sufficient space for restrooms, handwashing stations, film projection areas and staff areas must be provided. Restrooms must be sanitized by Host/Organizer on a regular basis.
3. Ensure that entrance/exits are controlled and that no pedestrian access is available. Available options:
  - a. Six-foot fencing around perimeter; OR
  - b. Bike rack with ample security staff
4. If needed, Special Event Traffic Controllers will control the access points to the lot and activity outside the lot. Review will be on a case by case basis based on location.
5. Emergency Access: There must be sufficient access for emergency vehicle entry and exit. Review will be on a case by case basis based on location.
6. Cones or other approved barriers must designate the path of travel.

### **Monitors**

Monitors should be placed throughout the venue to ensure occupants remain in vehicle.

### **Ticketing**

Advance ticketing is required to ensure capacity limits are maintained. No walk-up purchases are permitted.

### **Food Elements**

- 1) Food facilities must adhere to County Department of Environmental Health [guidelines](#) and have appropriate county health approvals. Complete and submit both the [Temporary Event Organizer Application](#) and the [COVID-19 Food Facility Operating Protocol](#).
- 2) Food service can be purchased through third party delivery services and delivered to customer's vehicles or purchased in advance and picked up on site from permitted vendors.
- 3) If multiple food deliveries will be allowed, organizer must have a clear, numbering system for parking spaces so food can be delivered direct to vehicles. Food consumption must take place in vehicles.

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- 4) Touchless transactions should be made available, as feasible.
- 5) Attendees can bring their own food.

### **Musical Concerts and Live Performances**

All drive-in live performances must adhere to the [State's guidance](#). Note section on page 19 "Additional Considerations for Uniform, Costume, and Wardrobe Protocols."

- All staff, crew, musicians and performers, will have been instructed to wear a face covering and maintain at least a six feet distance from each at all times except when specific task require closer work.
- All contracts, scripts, music sheets, and other documents that are normally shared are either distributed digitally, or are printed and individually assigned to crew, musicians and performers to avoid sharing.
- Wherever feasible, everyone should use their own equipment (including headsets, microphones, consoles), supplies, etc. If equipment must be shared, it should be sanitized between each use.
- Distance markers must be provided to indicate adequate social distancing. Microphones, consoles, and other equipment must be set up to facilitate social distancing.
- All musicians and singers performing work in which they cannot wear a face covering (i.e. wind and brass instrument players, singers) should strive for a minimum of eight feet of social distancing during a rehearsal and performance. Alternatively, these individuals should be separated from others and from each other by plexiglass or other barriers.
- Talent must arrive with hair and makeup done if needed.

### **Information Required with Application:**

1. Provide plan to ensure scope and scale of event is manageable. Include:
  - a. Ticketing system information
  - b. Traffic queuing
  - c. Fencing and security plan
  - d. Plan to ensure occupants remain in vehicles with no exiting vehicles for purpose other than restrooms and general safety requirements.
  - e. Communication to patrons of requirements related to physical distancing, masks requirement, concessions and restroom information.
2. Provide map with location requirements noted on diagram.
3. Provide detailed plan of Drive-In Elements.

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