

## Program Description

The City of San Diego has implemented a pilot program for event organizers to apply to have alcohol in glass containers behind the bar at events and inaccessible to attendees at events held on City public right of way or parkland. Glass stemware or any glass use by attendees is prohibited consistent with Municipal Code 63.0102.

All applications submitted as part of the pilot will be scored and placed into one of three risk rating categories: "Category 1", "Category 2", or "Category 3" (refer to the "Requirements" section below for more information). Each category has different requirements that must be met. However, the event must take place at a completely fenced and/or contained special events venue with the glass containers stored behind the counter or bar regardless of the category. Unfenced and/or open venues would not be eligible to participate in the pilot.

The pilot program will be in place from August 1, 2023 through June 30, 2024 with review of the pilot program to be completed by June 1, 2024.

## Pilot Program Risk Rating Category Requirements

### **Category 1: Low Risk Rating Requirements**

1. Glass bottles must be properly discarded *off-site* in a locked recycling container.
2. Glass bottles must only be handled by professional bartending staff and cannot be left unattended or in any areas accessible to event attendees.
3. Impenetrable tarp must cover the flooring of the bar area where bartenders are serving.
4. If sit-down service is involved, any glass bottles utilized must have protected covering (such as bubble wrap) if professional bartending staff is handling bottles outside of bar area.
5. The client will be invoiced for cost recovery, if there is any clean-up required by Parks and Recreation staff and/or any damage to City property.

### **Category 2: Medium Risk Rating Requirements**

1. Glass bottles must be properly discarded *off-site* in a locked recycling container.
2. Glass bottles must only be handled by professional bartending staff and must be kept in a locked area. Alcohol in glass cannot be left unattended or in any areas accessible to event attendees.
3. Impenetrable tarp must cover the flooring of the bar area where bartenders are serving.



4. If sit-down service is involved, any glass bottles utilized must have protected covering (such as bubble wrap) if professional bartending staff is handling bottles outside of bar area.
5. The client will be invoiced for cost recovery, if there is any clean-up required by Parks and Recreation staff and/or any damage to City property.

### **Category 3: High Risk Rating Requirements**

1. Glass bottles must be properly discarded *off-site* in a locked recycling container.
2. Glass bottles must only be handled by professional bartending staff and must be kept in a locked area. Alcohol in glass cannot be left unattended or in any areas accessible to event attendees.
3. Impenetrable tarp must cover the flooring of the bar area where bartenders are serving.
4. If sit-down service is involved, any glass bottles utilized must have protected covering (such as bubble wrap) if professional bartending staff is handling bottles outside of bar area.
5. The client will be invoiced for cost recovery, if there is any clean-up required by Parks and Recreation staff and/or any damage to City property.
6. Additional SDPD Officer or Park Ranger staff required to staff event where glass in alcohol is being served pending staff availability. If City staff is unavailable, licensed security personnel must be provided by event organizer.

The City will continue to require Responsible Beverage Service training provided by an Alcohol Beverage Control-certified trainer as a condition for special events where alcohol is sold and consumed. Additional information is available at the [California Department of Alcoholic Beverage Control](#) and the [City of San Diego's Special Event Planning Guide](#).

### **Evaluation Criteria**

The Office of Special Events and Filming, the SDPD Special Events Unit, and the Parks and Recreation Department will review the overall program and incidents to determine if it is feasible and sustainable for the pilot to transition to a permanent option. If the event occurs annually, comparisons of After-Action Reports will be utilized. Staffing increases for future events or other measures may be required based on impacts to operations, as well as number and type of incidents and complaints. Event staffing will be based in part on a plan provided by the Event Organizer to address such items as command and control oversight, code enforcement, product control/access, additional security, etc.

Any exceptions to current glass in parks or public right of way policy will be subject to proposed pilot guidelines and SDPD and/or Parks and Recreation ability to staff accordingly. The City's Special Event and Filming Office is the only entity authorized to allow participation in the pilot and exceptions to the current policies.

### **Application Process**

To apply, event organizers would submit a special event permit application, as well as an additional form for participation in the pilot program. Both forms are available through the City's Special Event Permit Application Portal found here:

[Home - City of San Diego - Eproval.](#)

The form for participation in the pilot program must be uploaded at time of application submission and will be reviewed by the Office of Special Events and Filming, SDPD Special Events and Parks and Recreation within thirty (30) business days after the application has been put under review.

If an application was already in process or utilizing a previous event application at any point during the pilot, and an applicant wishes to now apply for the pilot program, the applicant will need to contact the Special Events and Filming Office for assistance to access the pilot program.