



Special Event Guidelines

Safety Equipment and Fencing

Signage, safety equipment and fencing are most commonly used to create venue boundaries, define beer gardens, delineate pedestrian areas from vehicles and guide crowd behavior. The Manual on Uniform Traffic Control Devices (MUTCD) establishes the national guidelines for equipment used in the public right-of-way. Signage, safety equipment and traffic control devices you use to support your event should be in compliance with the MUTCD. In instances where a particular sign, safety equipment or traffic control device is not defined in the MUTCD, the principals of the MUTCD should be applied to the design of the sign, safety equipment or traffic control device.

Moving vehicles in an event venue are strictly prohibited. Exceptions to the use of vehicles in a venue may be granted by an authorized city representative for public safety purposes. Your event may require safety equipment in addition to the types described in these Guidelines.

Safety Equipment

Based upon the location, components and configuration of your event, you may be required by the San Diego Police Department to provide safety equipment such as barricades, traffic cones, directional signage, fencing, lighting, etc. All equipment must be free standing, unless otherwise authorized. It is prohibited to affix temporary signage and equipment to trees, light poles, traffic signs, etc. You are responsible for obtaining and properly placing this equipment prior to the beginning of your event in compliance with local and state laws. The city does not provide required safety equipment.

Safety equipment must be positioned at the specific location(s) and time(s) indicated on the special event permit or traffic/safety equipment list provided by the Police Department. Equipment must be properly placed at the required dates and times and must be removed as soon as it is safe to do so. All signage and barricades used after dark must be retro-reflective.



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Any barricades used at your event after dark must have flashing amber caution lights securely attached to them. You should also provide informational material and/or meet with businesses, residents, and other entities in any area where safety equipment will be placed.

The following information provides details regarding some of the most commonly used safety equipment along with requirements for fencing:

Barricades

A barricade is a portable or fixed device having one or two rails with appropriate markings and is used to control road users by closing, restricting, or delineating all or a portion of the right-of-way. If barricades are required as part of your street closure and/or traffic plan, they will be included in the traffic/safety equipment list provided to you by the San Diego Police Department. After dark, any barricades used at your event must be retro-reflective and have flashing amber caution lights securely attached to them.

TYPE I OR II BARRICADES (STANDARD)

Barricades must be white with reflective tape across the wood plate at the top. Homemade devices, vehicles and/or other objects are not authorized in lieu of barricades. The minimum

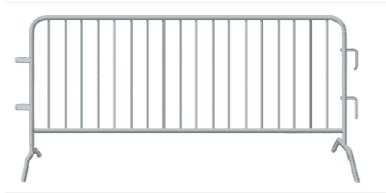


length for Type I and Type II Barricades is 24". Each barricade rail shall be 8" – 12" wide. A Type I panel has one (1) 8" x 24" retro-reflective panel per side, whereas a Type II barricade has two (2) 8" X 24" retro-reflective panels per side.



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INTERLOCKING BARRICADE OR BIKE RACK



Commonly referred to as bike racks, these barriers are produced in a variety of sizes and are used for crowd control purposes. Interlocking barricades can be used to make your event more organized and to efficiently manage vehicle and pedestrian traffic. If using interlocking barricades, all exits must

be clearly marked on your site plan and at your event. All exit areas must remain clear throughout the duration of your event.

A-CADE OR STORM BARRICADES

Commonly referred to as storm barricades, these barriers are used for crowd control purposes. Typically, A-Cade legs stand 44" tall and the bottom rails are held 29" above the pavement. The legs have two slots capable of holding 4', 6', or 8' rails of two sizes 1" x 8" or 2" x 6".



Traffic Cones

Traffic cones are manufactured in a variety of sizes. For use at a special event, they must be a minimum of twenty-one inches (21") high and must be high-speed roadway-quality cones. Traffic cones channel vehicular traffic and should be placed no more than fifteen feet (15') apart. You must use traffic cones with retro-reflective



tape

if they are used to support event plans in which environmental factors limit the visibility of their presence (e.g. fog, evening darkness, etc.)



CONCERT OR STAGE BARRICADE



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These barriers are most commonly used to facilitate crowd control and safety in front of a stage or performance area.

Delineators



Delineators are commonly called candlestick cones and are used to channel vehicular traffic and should be placed no more than fifteen feet (15') apart. Delineators you use at your event must be a minimum of 21" high and must be high-speed roadway-quality cones. You must use traffic cones with reflective tape if they are used to support event plans in which environmental factors limit the visibility of their presence (e.g. fog, evening darkness, etc.)

Fencing

Fencing is typically used to delineate all or portions of an event venue. Most events use freestanding fences. If you plan to use stakes, footings or other materials you must receive authorization to disrupt surfaces below ground level. If you use materials weighted by water to secure the fencing, do not release any water into the storm water system. The Fire Marshal will also determine a maximum occupancy for the fenced area and corresponding number of required accessible exits.