



GUIDELINES FOR PERMITTING SPECIAL EVENTS

The Port of San Francisco Waterfront is a popular location for a wide variety of special events. The Port welcomes special events, which helps to activate and enliven public use and enjoyment of the waterfront. To ensure that special events are responsibly managed and executed, the Port has prepared these Guidelines which explain the Port's procedures to obtain use licenses, regulatory review and required permits for conducting special events on Port property.

Special Events are defined as any events occurring on Port property that are not currently allowed under existing Port licenses or leases, which include, but are not limited to:

- City sponsored Events on Port property/jurisdiction
- Bicycle, foot races and other athletic events
- Private or Public Events on Port property paid for by a sponsor
- Private Events on Port property/jurisdiction

Special events are subject to the following requirements summarized below, and described in further detail in the following pages. The Port staff is committed to assisting applicants through these procedures in an effort to increase enjoyment along the waterfront through special events.

License to Use Property

A License to Use Property issued by the Real Estate or Maritime Division is required for all special events held on Port property. The License document allows use of the property and sets forth the business terms and condition between the Port and Licensee regarding the use of the property. To initiate any discussions for obtaining a license, Event sponsors must complete a Port of San Francisco Special Event Application, providing full information regarding the proposed event at least 120 days prior to the event start date. (See Section I, "License to Use", below)

Review by Port's Planning and Development Division

All special event applications will be reviewed by the Port's Planning and Development Division in order to determine necessary permits or other required regulatory approvals. (See Section II "Planning and Development Review", below)

Port Building Permit

A Port Building Permit will be required by the Port's Building Inspection Department if the special event includes the installation and/or construction of improvements such as: tents, booths, stalls, video screens, fences, signage, barricade, temporary generators, etc. (**See Section III, "Building Permit" below**)

I. LICENSE TO USE PROPERTY

It is mandatory for special event sponsors to obtain a License to Use Property ("License) from the Port's Real Estate (if they are non-maritime in nature) or Maritime Division (if they are maritime in nature) prior to holding the event on Port property. All special events require a License regardless of size or impact to Port property and the neighboring community. The Port division handling the special event will be the sponsor's point of contact at the Port, who also will coordinate with the Port's Planning and Development and the Building Inspection Departments regarding additional permits and/or regulatory requirements.

Special Event Application

To initiate the License process, event sponsors must provide a clear and complete description of the proposed special event by filling out "**Port of San Francisco Special Event Application**", which is included in Attachment A. In addition to complying with a wide variety of environmental and regulatory requirements, the Port and event sponsors must be sensitive to, and manage events to minimize, effects on adjacent neighborhoods and districts. Therefore, this process will be greatly facilitated from the outset by a clear and complete description of the event, including on-site and off-site requirements preceding and following the event.

Special event sponsors also will be required to fill out forms regarding financial and business information, and provide evidence of insurance coverage, payment of a use fee, and security deposit. These required coverage amounts and fees will vary according to the type, size and duration of the event. Depending on size and location of the event, a non-refundable deposit of up to \$10,000 may be required to reserve the location. Complete information and site plans for the special event must be submitted to the Port of San Francisco at least **120 calendar days prior to the event start date/occupancy**. All applicable fees must be paid in full at least 30 calendar days prior to the event start date/occupancy.

Event sponsors will be required to provide adequate insurance for proposed events. In general, insurance requirements are those listed below, but may be modified depending on the nature of the event. The following entities must be named as additional insured: City and County of San Francisco, the San Francisco Port Commission, and their Officers, Directors, Employees, and Agents. Endorsement for Additional Insureds (CG 20 10 10/93 or equivalent) is required.

- Workers Compensation insurance with limits not less than \$1 million;
- Comprehensive or Commercial General Liability insurance with limits not less than \$1 to 5 million (depending on nature of event, which includes liquor liability and all independent contractors); Fire Damage with limits not less than \$250,000;
- Automobile Liability insurance with limits not less than \$1 million.

Environmental Impact Review

Licenses may not be finalized or signed until a review of the environmental impacts of the special event has been completed in compliance with the California Environmental Quality Act (CEQA). The Port's Planning & Development Division provides advice and guidance as needed by applicants to complete CEQA review and other applicable land use permit requirements, which is discussed further in Section II, Planning & Development Review.

Regulatory Permits and City Agency Reviews

Sponsors will be responsible for securing all regulatory reviews, approvals or permits that may be required, and coordination with other City agencies as specified by the Port. These may include Port Building Permits, discussed in detail in Section III, "Port Building Permit", below. If your event occurs within, or directly impacts public streets, sidewalks or transportation facilities (e.g. sidewalk or street closures, impacts on Muni facilities), or involves large gatherings or live entertainment, it is likely that reviews and coordination with other City agencies will be required. The Port will inform the event sponsor if other City agencies need to be consulted. However, event sponsors will be responsible for arranging a meeting of the identified agencies along with the Port Real Estate or Maritime contact person, to coordinate approval of the special event, and any required conditions of approval. The contacts for those City agencies that may be involved are:

- San Francisco Police Dept. (SFPD) - Sergeant John Nestor (415) 575-6350
- Dept. of Parking and Traffic (DPT) - Captain Debbie Fong-Borthne (415) 553-1620
- ISCOTT (coordinating committee of City transportation functions) - Cindy Shamban (415) 701-4683
- San Francisco Fire Dept. (SFFD) - Captain Tyrone Pruitt (415) 274-0565
- Entertainment Commission – Jocelyn Kane (415) 554-5793
- Dept. of Public Health (DPH) - Ajamu Stewart (415) 252-3828
- Port of San Francisco – Accessibility Standards - Wendy Proctor (415) 274-0592

Depending on size, location and type of event, additional permits **may** be required such as, (but not limited to), the following:

- Approved Port Building Permit including plot plan and ADA compliance (it is the responsibility of the event organizer to obtain approval from Port's Engineering Department at least 60 calendar days prior to first calendar start date);
- Alcoholic Beverage Control License from the California Alcohol Beverage Commission (23300 Business and Professions Code);
- Approval from Port of SF Fire Marshall;
- Itinerant Show Permit from the SF Entertainment Commission;
- Loudspeaker Permit from the SF Entertainment Commission;
- Security Plan approved by SF Police Department; may include 10B requirements;
- Traffic Plan approved by Port and SF Police;
- Mechanical Contrivance Permit from the SF Entertainment Commission;
- One Night Event Permit from the SF Entertainment Commission;
- Emergency Medical Services Plan from the Dept. of Public Health;
- Department of Animal Control;
- Any other permit or item deemed necessary by the Port of San Francisco.

Citizen Advisory Committees

The Port maintains ongoing contact and communications with representatives of neighborhoods and districts adjacent to Port lands through several established Port advisory groups, with the objective of ensuring that all Port activities are sensitive to community concerns and needs. The information exchange between Port staff, special event sponsors and the community prior to an event is valuable and facilitates smoothly-run events. Depending on the type of special event, Port staff may recommend that an event be reviewed with specified Port advisory committee(s), generally no less than 30 calendar days prior to event start date. For events in the South Beach neighborhood (between the Bay Bridge and China Basin), the Port has adopted the “Good Neighbor” standards listed below, which all event sponsors and their associates will be required to comply with. Port staff will work with the event sponsor to schedule advisory group presentations, and provide advice to the sponsor on information needed for such meetings.

South Beach Good Neighbor Standards. The Port Commission has adopted the following “Good Neighbor” standards for activities, including Special Events that occur in the South Beach section of the waterfront, between Pier 22-1/2 and China Basin Channel. Sponsors of events in this area will be required to meet these standards, as applicable:

“Apply the following “Good Neighbor” standards to bars, restaurants which sell alcohol, large fast food restaurants, and assembly and entertainment uses (including special events), unless the Port Commission makes a specific finding that a particular condition is unnecessary or infeasible:

- a. Any indoor and/or outdoor activity located within 300 feet of a residential unit shall, during the period from 10:00 pm to 6:00 am, insure that sound levels emanating from such activities do not exceed the acceptable noise levels established by the San Francisco Noise Ordinance. Police Code, Article 29.*
- b. The tenant (or sponsor) shall post interior signs and request that patrons leaving the premises after 10:00 pm leave the establishment and the neighborhood in a quiet, peaceful and orderly fashion and not litter or block driveways in the neighborhood. The tenant shall alert the San Francisco Police Department if exiting patrons are causing a disturbance.*
- c. All garbage receptacles shall be enclosed and no garbage shall be put on the sidewalk for collection, except as permitted by Article 5.1 of the Public Works Code.*
- d. The tenant (or sponsor) shall keep sidewalks fronting the premises clean of debris and litter and shall walk a 100 foot radius from the premises sometime between thirty minutes after closing and 8:00 am the following morning to pick up and dispose of any discarded trash left by area patrons.*
- e. The tenant (or sponsor) shall designate a neighborhood liaison contact person whose name and phone number shall be made available to the Port and to neighborhood associations in the area.*



Attachment A PORT OF SAN FRANCISCO SPECIAL EVENT APPLICATION

EVENT NAME:

EVENT SPONSOR NAME & CONTACT PERSON:

ADDRESS:

PHONE:

EMAIL:

DATE OF APPLICATION SUBMITTAL:

SPECIAL EVENT SUBMITTAL REQUIREMENTS

On a separate attachment, please provide a clear and complete written description of the proposed special event, including relevant background information about the purpose of the event (e.g. part of a fundraiser; part of a commemorative event). This description should be written so that lay citizens can understand the basics about the event and associated activities that will be involved. In addition, please provide the following event information, which will facilitate inter-agency review and coordination:

- Detailed event time schedule, including set-up and break-down periods
- Site location plan, which includes cross streets and adjacent neighborhoods and/or districts
- Anticipated attendance for each day
- Event attendance restrictions such as whether the event will be open to the public, require an admission fee (indicate amount), and any other requirements, or restrictions
- Security plan for event site and surrounding neighborhood, as applicable
- Clean-up plan for event site and surrounding neighborhood
- Locations of portable toilets or other installations on-site and in surrounding neighborhood
- Tent Dimensions and locations
- Banner & Signs location and depictions

Please also answer the questions in the below checklist. If you have any questions regarding any of these information requirements, please contact the Port's Real Estate Special Events Manager, Joyce Chan at 415-274-0259.

II. PLANNING AND DEVELOPMENT REVIEW

The Port's Planning and Development staff is responsible for screening Special Event Applications to determine applicable environmental review requirements, and other regulatory reviews and permits, which generally focus on the areas described below. Complete submittals will facilitate this process. Missing or incomplete information may delay necessary approvals. Planning and Development will request additional information required generally within 10 working days of receiving a complete Application, if needed. Planning & Development approval (sometimes with conditions) is required before Port approval of a License, and before the Port's Building Department will process any associated Port building permits that may be required.

CEQA Environmental Review

All special events must be reviewed for environmental impacts pursuant to the California Environmental Quality Act (CEQA). The CEQA review process is administered by the San Francisco Planning Department's Major Environmental Analysis (MEA) division, and must be completed before the Port can finalize and sign the License for the special event. In most instances, one-time special events of short duration are exempt from CEQA, however this determination must be confirmed by MEA. In rare situations, MEA may require environmental review to be conducted. The Port's Planning and Development staff assist in getting confirmation on whether a proposed special event is exempt from CEQA, however if it not, the sponsor will be responsible for working with MEA to comply with the applicable requirements.

BCDC

Special events that occur on The Embarcadero or piers will likely require a permit or approval from the San Francisco Bay Conservation and Development Commission (BCDC). Events that are located within 100 feet of the shoreline of the Bay are located within BCDC jurisdiction and will require at least a 45 day advance notice for processing for the required permit. Port staff will assist event sponsors in identifying if a BCDC permit is necessary and advise on the process for obtaining a permit. However, if BCDC requires that a special event meet specified conditions, it is the sole responsibility of the special event sponsor to comply with those conditions.

Other

The Port's Planning and Development Division also includes review where events may involve use or storage of hazardous materials, or other activities subject to regulatory review. Port staff will inform event sponsors if additional regulatory approvals are required.

If the Special Event sponsor plans to install signage advertising or identifying the event either on site or along a public right of way a separate building permit will be required from the Port's Building Permit division.

III. PORT BUILDING PERMIT

If the special event requires construction or installation of any facilities, even on a temporary basis, a Port Building Permit will be required. The special event sponsor/producer may apply for a Port Building Permit **only after** the review of the Special Event Application has been completed and approved by the Port Real Estate (or Maritime), and Planning & Development Divisions, and a final License to Use has been signed. At such time when these approvals are secured, the Event Sponsor should receive a “Special Event Certificate of Approval”, shown in Attachment B, approved by both Real Estate or Maritime and Planning and Development, which must be submitted to the Port’s Building Inspection Department. The Building Inspection Department will not process any Building Permit without this pre-approval. **See Attachment C, “Temporary/Special Event Building Permit Process Guide and Mandatory Checklist for Applications”, below for full details on the building permit process for Special Events.** To schedule an appointment with the Building Inspection Department call 415-274-0561.

All Temporary/ Special Event building permits must be processed using the attached **Temporary /Special Event Building Permit CHECK LIST** which provides the necessary information that allows a quick review of the building permit application for minimum code compliance. This **CHECK LIST** must be filled out and submitted to the Permit Desk at Pier 1 with 4 sets of plans and an application for a Building Permit with a signed **Special Event Certificate of Approval**. (Building Permit applications are available at the Permit Desk and at sfport.com.)

PORT OF SAN FRANCISCO SPECIAL EVENT APPLICANT CHECKLIST

YES	NO	N/A	<u>A. Is the below information provided in the Special Event Application and Attachment?</u>
			1. A complete description of the special event
			2. A site plan is provided showing all streets, structures, parking and event areas. Event area must be designated.
			3. All street and cross street names are noted on the site plan
			4. All existing buildings and temporary structures for event are shown and are fully dimensioned within submitted plans
			5. Date(s) and hours of actual event
			6. Date(s) and hours to set up for event
			7. Date(s) and hours to remove event equipment
YES	NO	N/A	<u>B. Please answer the following questions to facilitate Port's review for regulatory approval requirements. Provide further details as needed to fully answer each question on the separate Special Event Application Attachment.</u>
			1. Is this event located within or east of The Embarcadero roadway/promenade?
			2. Does this event include the installation of a structure or staging area in or adjacent to a public plaza, public park, public open space or sidewalk area?
			3. Does this event or any component of it take place within San Francisco Bay?
			4. Does this event involve the use or storage of any hazardous or flammable liquids or materials (e.g. fuels)?
			5. Does this event alter any of the Port's facilities in an irreversible way?
			6. Does the event occur in an historic pier shed , bulkhead building or other historic structure?
			7. Will this event possibly affect the surrounding neighborhood with noise, increased traffic, trash or excessive lighting?
			8. Does this event include the use of livestock or other non-domestic animals?
			9. Will the event have signage advertising or identifying the event either at the event site or within the public right-of-way? If yes a separate Port building permit will be required.
			10. Have you coordinated with any community or neighborhood groups or associations, or other public agency to secure permits for this event? If yes, please describe community or agency representatives contacted in the Special Event Application Attachment.



**Attachment B
Special Event Certificate of Approval**

To: Building Permit Desk
FIN NO. _____

From: _____ Real Estate _____ Maritime

Date:

Re: Approval of _____

Special Event located at _____ Dates _____

On _____, the attached Special Event Application was received from:

_____ Real Estate Division _____ Maritime Division

Port Planning and Development staff have reviewed the Application and completed the following applicable environmental review and land use approvals and permit processes:

_____ CEQA environmental review (attach documentation);

_____ BCDC review and approval (attach documentation);

_____ Does not require BCDC approval

_____ Other required permits, approvals and/or conditions for the special event (provide further detail in attachments if necessary): _____

APPROVED BY:

Planning and Development Division Date Real Estate/Maritime Date

Fire Marshall Date Collections Date

Environmental Date



Attachment C

**TEMPORARY SPECIAL EVENT BUILDING PERMIT
PROCESS GUIDE
AND
MANDATORY CHECK LIST FOR APPLICATIONS**

**PORT OF SAN FRANCISCO
ENGINEERING DIVISION
BUILDING PERMIT GROUP
PIER 1
SAN FRANCISCO, CA 94111**

Permit Desk (415) 274-0554
Monday – Friday
8:30 A.M. - 11:30 A.M. Open Office Hours
1:30 P.M. – 3:00 P.M. (BY APPOINTMENT ONLY)

INSPECTIONS

**Inspections must be scheduled by the applicant or his/her agent
ONE DAY MINIMUM NOTICE REQUIRED
TO SCHEDULE AN APPOINTMENT CALL 415-274-0561**

OFF HOURS INSPECTIONS

**4:30 PM TO 9:00 PM Monday – Friday
8:00 AM – 3:00 PM Sat. – Sun
Available @ \$120.00/hr rate (min 2 hrs)
Must be prepaid at the Pier 1 Permit Desk
during regular office hours 8:30 AM – 4:30 PM**

TEMPORARY/SPECIAL EVENT BUILDING PERMIT

PROGRAM INTENT

All Temporary/ Special Event building permits must be processed using the attached **Temporary /Special Event Permit CHECK LIST** which provides the necessary information that allows a quick review of the building permit application for minimum code compliance.

TYPES OF EVENTS

- City Sponsored Events on Port Property/Jurisdiction
- Bicycle and Foot Races
- Private/Public Events on Port Property paid for by a sponsor
- Private Events on Port Property/Jurisdiction
- See also Real Estates Guidelines for Permitting Special Events 274-0411

PLANNING AND DEVELOPMENT APPROVAL

Temporary or Special Events will require a review and approval of the Port's Planning and Development Divisions. **A SPECIAL EVENT CERTIFICATE OF APPROVAL must be obtained PRIOR to submitting an application for a building permit.** The **Special Event Certificate of Approval**, available through the Port Real Estate Division, will include review and approvals by the Maritime/Real Estate and Planning divisions.

Planning 415-274-0264

Maritime 415 274-0527

Real Estate 415-274-0411

PERMIT SUBMITTALS

Fill out the attached **MANDATORY CHECK LIST FOR APPLICATIONS** and submit it to the Permit Desk at Pier 1 with 4 sets of plans and an application for a Building Permit with a **signed Special Event Certificate of Approval**.

(Building Permit applications are available at the Permit Desk and at www.sfport.com.)

TEMPORARY/SPECIAL EVENT PERMIT CHECKLIST

This form must be filled out in its entirety and **SUBMITTED** with a **building permit application**. It provides essential plan review information related to the scope of work, in order to expedite a building permit for a Temporary Event. **Any alteration of the form or its format will void its submittal.**

YES	NO	1.0 CERTIFICATE OF PLANNING – REAL ESTATE – MARITIME APPROVAL
		1.1 A signed Special Event Certificate of Approval is provided with this application

CHECK APPLICABLE	2.0 FUNDING
	2.1 This event uses any public funding
	2.2 This event uses private funding only

CHECK ONE	3.0 PROPOSED OCCUPANT LOAD
	3.1 0 – 50 Participants expected to attend (including staff)
	3.2 51 – 250 Participants expected to attend (including staff)
	3.3 251 – 500 Participants expected to attend (including staff)
	3.4 Over 500 Participants expected to attend (including staff)

CHECK APPLICABLE	4.0 SCOPE OF WORK
	4.1 Tents will be erected for this event
	4.2 Canopies will be erected or used for this event
	4.3 Membrane structures will be erected or used for this event
	4.4 Stairway(s) will be erected or used for this event
	4.5 Ramp(s) will be erected or used for this event
	4.6 Stage(s) will be erected or used for this event
	4.7 Reviewing stands will be erected or used for this event
	4.8 This event takes place in an existing building
	4.9 This event takes place out doors only

YES	NO	N/A	5.0 INFORMATION PROVIDED ON PLANS
	*	**	
			5.1 A site plan (1/8” _{min.scale}) is provided showing all streets, structures, parking and event areas. <i>Event area must be designated</i>
			5.2 All street and cross street names are noted on the site plan
			5.3 All buildings and temporary structures are shown and fully

			dimensioned within submitted plans
			5.4 Public and/or staff parking is shown and fully dimensioned within submitted plans
			5.5 All egress doors or openings (including turnstiles) are shown and fully dimensioned within submitted plans
			5.6 All stages, platforms, reviewing stands are shown and fully dimensioned within submitted plans
			5.7 All stairways and ramps (permanent and temporary) are shown and fully dimensioned within submitted plans
			5.8 All fences, guardrails and barricades used for control of the public are shown and fully dimensioned within submitted plans
			5.9 Anchorage methods (i.e.; water barrels, stake anchors etc.) of any temporary structures are shown and fully dimensioned within submitted plans, including connection details
			5.10 Emergency care facilities are shown and fully dimensioned within submitted plans
			5.11 Exit signage leading to required exits are clearly shown within the submitted drawings
* No means application may not be acceptable (subject to Permit Desk review)			
** N/A means Not Applicable because no such facility or item exists at all			

ACCESSIBILITY STANDARDS

In accordance with Federal, State and local laws, the Port of San Francisco is mandated to enforce equal requirements to ensure barrier – free access for individuals with disabilities. SFBC Sec. 101.17.11 requires barrier free access to all buildings and facilities, including temporary and emergency buildings and facilities.

I as applicant, or applicant’s agent, have read and I do understand the above requirements for disabled access and I verify that the existing disabled access conditions at the site for this project and the information submitted with the application for this event as being true and accurate.

Print Name _____ Date _____

Signature _____

YES	NO *	N/A **	6.0 PATH OF TRAVEL
			6.1 Accessible parking space for cars, vans (SFBC 1129B) and passenger drop off zones (SFBC 1131B) is clearly shown within submitted plans
			6.2 Accessible staff parking is fully dimensioned within submitted plans
			6.3 Accessible parking spaces provided comply with the minimum parking spaces requirements of SFBC Table 11B-6 (1129B.1)
			6.4 An accessible (SFBC 1114B.1.2) path of travel from parking areas, public right of ways (e.g. public sidewalks, bus/street car stops, passenger drop off zones) is clearly shown within submitted plans
			6.5 The wheel chair Path of Travel is designated within the submitted plans as a dashed line identified with the International Symbol of Accessibility (SFBC 101.17.11, 1101B.1, 1114B.1.2)
			6.6 All egress doors and openings within the required wheel chair Path of Travel (SFBC 217 – P) (including turnstiles) have fully dimensioned widths shown within submitted plans
			6.7 All ramp slopes are designated (SFBC 1133B.5.3) and ramp widths (SFBC 1133B.5.2) are clearly shown within submitted plans
			6.8 All stair treads, nosing and risers (SFBC 1133B.4.5) are shown and have their dimensions clearly designated within submitted plans
			6.9 All ramp and stair hand rails (SFBC 1133B.4.1 - 1133B.5.5) are shown and fully dimensioned within submitted plans
			6.10 Cashier, service and ticket counter heights are noted as 34” or less within the submitted plans ((SFBC 101.17.11, 1117B.7,1118B.5, 1118B.6) for wheel chair accessibility
			6.11 All wheel chair lifts are designated and shown within the submitted plans (SFBC 101.17.11, 1101B.1, 1114B.1.2)
* Application may not be acceptable (subject to Permit Desk review)			
** N/A means Not Applicable because no such facility or item exists at all			

YES	NO *	7.0 BATHING AND TOILET FACILITIES (SFBC 1115B)
		7.1 There are permanent toilet facilities serving this event
		7.2 There are permanent toilet facilities serving this event that are wheel chair accessible and they are clearly designated within submitted plans
		7.3 Portable toilet facilities will be provided for this event
		7.4 Portable toilet facilities that are wheel chair accessible will be provided for this event and they are clearly designated within submitted plans
		7.5 Portable lavatories or hand washing stations are provided for this event and they are clearly designated within submitted plans
		7.6 There is a drinking fountain (or fountains) serving this event
		7.7 There is a wheel chair accessible drinking fountain serving this event and it is clearly designated within submitted plans

* Application may not be acceptable (subject to Permit Desk review)

YES	NO	8.0 Bureau of Fire Prevention SFFD Regulated Activities
		8.1 Will food be served for this event
		8.2 Will any vendors or booths for this event be using natural gas, propane or butane
		8.3 Will any vendors or booths for this event be using candles, sterno, charcoal, or mesquite
		8.4 Will food be served in or under tents or canopies for this event
		8.5 Will any generators that store ten gallons of fuel or more be used for this event
		8.6 Will any carnival or amusement rides be provided for this event
		8.7 Will any fireworks or pyrotechnics be used for this event

YES	NO	9.0 UTILITIES
		9.1 There are public telephones available serving this event
		9.2 There is a wheel chair accessible telephone available at this event and it is clearly designated within the submitted plans
		9.3 A utility plan showing any water supply or waste water control systems and diagrams for any electrical systems (low and/or high voltage and/or generators) that are provided for this event is included within the submitted plans
		9.4 Ratings of the electrical supply and voltage outputs are indicated within the utility plans for the electrical system
		9.5 Temporary electrical service is provided by generator(s)
		9.6 A single line electrical drawing is included within the submitted plans
Check below for any utility costs that are included in the lease agreement for this event		
		9.7 Domestic Water
		9.8 Electrical Power (low or high voltage)
		9.9 Waste Water Control
		9.10 Gas Services