

## List of Common Permits, Licenses & Additional Approvals

This list is intended to be used as a reference of possible or common permits, licenses, or additional approvals that may be required for an outdoor special event. Not all events will require all of these permits, licenses, or approvals. This is not an exhaustive list.

TYPE OF ACTIVITY OR USE	PERMITS OR APPROVALS	KEY DEPARTMENT / DIVISION	NOTES
Special Events on City Streets / Temporary Use or Occupancy of a City Street	<a href="#">Temporary Street Closure Permit</a> <a href="#">Neighborhood Block Party Permit</a>	SF Municipal Transportation Agency (SFMTA) & <a href="#">ISCOTT</a>	ISCOTT is a committee that includes representatives from the following departments: SFMTA, Police, Fire, Public Health, Entertainment Commission, Public Works, Port of SF, and EMS Agency.
Special Events on or adjacent to Park Property	<a href="#">Special Event Permit</a>	<a href="#">SF Recreation &amp; Park Department, Permits &amp; Reservations Division</a>	
Special Events on Port Property	<a href="#">Special Event License to Use Port Property</a>	<a href="#">Port of San Francisco</a>	For Port jurisdiction map, <a href="#">click here</a> . If using or occupying a City street, also contact SFMTA/ISCOTT.
Parades (See Notes Column)	<a href="#">SFPD Parade Permit</a>	For Parades that are Citywide / Multiple Police Jurisdictions: Contact SFPD Traffic Division Event Coordinator (415) 575-6350. For All Other Parades: Contact the <a href="#">Local Police District Station</a> where the parade begins	In addition, contact the relevant land authority to confirm availability. For a parade on or adjacent to Recreation & Park property, an additional permit is required from the <a href="#">SF Recreation &amp; Park Department</a> .
Reserving parking spaces on a City street for a special event	<a href="#">Temporary No Parking / Tow Away Signs</a> (if required)	SFMTA <a href="#">Temporary Sign Shop</a>	If on Port property, additional approval from Port of SF is required.
Ensuring a safe and secure environment for the event	Security Plan (See Notes)	SFPD <a href="#">Local Police District Station</a> ; Relevant Land Authority	If you are unsure if you need a security plan, contact the Local Police District Station where the event will be located.
Events with 2500+ attendees or athletic/water-based events	<a href="#">Emergency Medical Plan</a> (if required)	<a href="#">EMS Agency</a>	
Ensuring streets and event area are clear of trash, debris, objects after the event	Clean-Up Plan	SF Public Works' Bureau of Streets & Environmental Services	
Separation and hauling away of compostables, recyclables and trash	Zero Waste Plan	<a href="#">SF Department of the Environment</a>	Refer to "Clean Up and Zero Waste Plan" for information on SF's Bottled and Packaged Water Ban on City Property.

NOTE: Liability Insurance Coverage may be required by the Land Authority issuing the special event permit.

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Addressing the event's potential impact on the surrounding neighborhood	Neighborhood Outreach Plan	Relevant Land Authority; <a href="#">SFPD Local Police District Station</a> ; <a href="#">SF Entertainment Commission</a> (if applicable)	
Fenced or enclosed areas used for assembly	Review of Event Layout; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	If there are more than 49 people in an enclosed/fenced space, submit the event layout to SF Fire Department – Bureau of Fire Prevention
Cooking / Heating with Liquid Propane, Butane	Fire Permit; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	
Open Flame	<a href="#">Fire Permit</a> ; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	
Tents / Canopies (greater than 400 sq. ft.)	<a href="#">Fire Permit</a> ; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	
Generators (See Notes Column)	<a href="#">Fire Permit</a> ; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	Fire Permit is required for generator(s) with more than 10 cumulative gallons of gasoline fuel capacity; or more than 60 cumulative gallons of diesel fuel capacity.
Beverage dispensers with more than 100lbs of CO2 (combined total)	<a href="#">Fire Permit</a> ; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	
Fair / Carnival Rides	<a href="#">Fire Permit</a> ; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	
Fireworks, Pyrotechnics, Flame Effects	<a href="#">Fire Permit</a> ; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	For events on the water or on Port property, contact the Port of SF Fire Marshal.
Liquid Nitrogen	<a href="#">Fire Permit</a> ; Day-of-Event Inspection	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	
Temporary Built Structures (stages, scaffolding, large tents, and other large structures)	Compliance Letter from State of CA Licensed Professional Engineer	<a href="#">SF Fire Department – Bureau of Fire Prevention</a>	Refer to <i>Fire Safety and Temporary Built Structures</i>
Serving food and/or beverage to the public	<a href="#">Temporary Event Health Permit</a> ; Day-of-Event Inspection	<a href="#">SF Department of Public Health – Environmental Health Branch</a>	For food/beverage booths and bars
	<a href="#">Mobile Food Facility (MFF) Permit</a> ; Day-of-Event Inspection	<a href="#">SF Department of Public Health – Environmental Health Branch</a>	For food trucks and food carts

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Serving liquor to the public	<a href="#">ABC Special Event Liquor Permit</a>	<a href="#">CA Dept. of Alcoholic Beverage Control (ABC)</a>	Local Police District Station must approve liquor permit application prior to submitting to State ABC office.
	<a href="#">Temporary Event Health Permit; Day-of-Event Inspection</a>	<a href="#">SF Department of Public Health – Environmental Health Branch</a>	For special events with food booths, food trucks and bars.
	Security Plan	<a href="#">SF Police Department – Local District Station</a>	
Entertainment or Amplified Sound (See Notes Column)	<a href="#">One Time Outdoor Entertainment Permit</a>	<a href="#">SF Entertainment Commission</a>	The Entertainment Commission's jurisdiction includes City streets, sidewalks, other non-residential property, Port of San Francisco, and Treasure Island
	<a href="#">One Time Outdoor Amplified Sound Permit (No Entertainment Furnished)</a>	<a href="#">SF Entertainment Commission</a>	For events on SF Recreation & Park, Presidio Trust, or National Park Service property, refer to those agencies for amplified sound permitting.
	<a href="#">Sound Truck Permit (e.g., parades)</a>	<a href="#">SF Entertainment Commission</a>	
Large Structures used in public events and venues (i.e., Stages, Carnival Rides, Media Equipment) that occupy the public right-of-way	<a href="#">Temporary Occupancy Permit; General Liability Insurance Coverage</a>	<a href="#">SF Public Works – Bureau of Street Use &amp; Mapping</a>	
Construction activities in the public right-of-way between the hours of 8PM to 7AM	<a href="#">Night Noise Permit; On-Site Inspection</a>	<a href="#">SF Public Works – Bureau of Street Use &amp; Mapping</a>	
Events in or using the SF Bay, or within 100 feet of shoreline	<a href="#">Minor Permit for Temporary Event</a>	<a href="#">SF Bay Conservation and Development Commission (BCDC)</a>	Contact the agency to see if a permit is required.
Events on the water	<a href="#">Marine Event Permit</a>	<a href="#">United States Coast Guard</a>	
Tattoos, Body Piercing, Permanent Cosmetics	<a href="#">Tattoos, Body Piercing, Permanent Cosmetics Vendor Permit</a>	<a href="#">SF Department of Public Health – Environmental Health Branch</a>	On web page, refer to "Temporary Permits" section