

RECREATION AND PARK COMMISION

RESOLUTION NO. 16191

Adopted August 15, 1991

INTERIM KEZAR STADIUM OPERATION AND PERMIT POLICY

1. User Groups Served:

Community Use

Informal community access to the stadium will be a priority use of the new Kezar stadium. The promenade, track, and field will be accessible for informal use during all operating hours except when the field or track are reserved by permit for organized activity. Such as school uses described below. The promenade will remain accessible during operating hours, even when use of the track or field is reserved by permit, such as school uses described below, except on those occasions when the stadium is secured for a paid event

Structured community use is expected to occur less frequently than school use or informal community access. Like other athletic fields in San Francisco, Kezar will serve a City-wide user base. Any group that wishes to may, reserve use of the stadium for a scheduled athletic or other type of event under the parameters described in this operation and permit policy. Permits will be required for groups to reserve use of any part of the stadium and a permit fee will be charged.

The type of events expected will include such athletic activities as soccer games sponsored by the many active soccer organizations in San Francisco; The San Francisco Special Olympics, a Department sponsored activity; the March of Dimes and other walk-a-thons; Department sponsored sports day camp; community festivals such as the Juneteenth rally and fair; church rallies; fundraising events featuring either athletic activities or festivals sponsored by various groups and organizations. A tiered fee schedule that addresses the size and type of event will be established for all use permits issued. Stadium access will be available during permitted events unless the stadium is to be secured for an event charging an entrance fee.

Public and Private schools will continue to be a primary user group at Kezar stadium. As organized groups, they will continue to obtain permits to reserve use of the field and track. School groups will be expected to obtain a permit to stage a game between two schools. Field event lighting may be used at this time. School groups may also obtain a permit for an athletic activity and charge an admission fee. The stadium will be secured for this type of paid event.

2. Function of the Stadium elements:

Field use- football, soccer, and track events will be the primary use of the field. The field may be used informally for other uses, or reserved by an event sponsor for such activities as rallies or festivals.

Track and promenade – running, walking, jogging are considered the primary use of these elements. The promenade, which has four utility pads for the set up of food vending activity, may also be the location used for such activities as arts and crafts, environmental or food festivals.

Skating, bicycles and skateboarding are prohibited; animals are not permitted in the stadium. Dogs for the disable exempted). Volleyball playing will not be permitted on the field, but encouraged on the meadow triangle west of the stadium. Bicycles are encouraged to use the multi-use path along Kezar drive.

3. Hours of Operation:

The stadium will be open daily between the hours of 6 am daylight savings, 7 am standard time, and 9:30 pm with the following restrictions:

Track, field and promenade use will only be allowed during hours of operation.

Down time: Field reservations will not be issued one day per week to allow for field maintenance. The promenade and track however, will be open for general use on this day. Field permits will not be granted during a spring field renovation period that will not generally exceed one month. The promenade and track, however, will be open for general use during field renovation.

Events may be cancelled and access to the field restricted due to inclement weather.

Starting time for evening events shall be scheduled to allow for completion of the activity by 9:30 pm and closing of the gates no later than 10 pm.

4. Staffing:

The groundskeeper will be on site from 6 am to 2:30 pm daylight savings, 7 am to 3:30 pm standard time, five days a week.

In order to supplement the existing groundskeeper position additional staff will be assigned to allow for supervision and maintenance of the facility Monday through Saturday from 6 am until 10 pm and Sunday until 9:30 pm.

5. Stadium Capacity:

Permits will not be granted for stadium events in excess of 10,000 people. Stadium occupancy during any event will not exceed 10,000, but may be distributed throughout the stadium. Maximum levels in specific areas are as follows:

Bleacher Seating	10,000
Field	10,000

End Zone Lawns 1,000

For example an event may take place where all attendees are on the field or, in another case 5,000 people may be seated in the bleachers, 4,000 people on the field and 1,000 people total seated on the two end zones.

6. Lighting:

The stadium has field lights for events that take place on the field, track lighting to illuminate the track, and security lighting to illuminate the promenade, stadium entrances and access to the bleachers.

Field lighting will only be used when a permit is issued for a night athletic event, that takes place on the fields, according to the limitations established in this operation and permit policy. Lighting levels are set for amateur play, and shields will be installed around the light fixtures to minimize spill onto Frederick Street.

There will be no more than 1 permit per week granted for the use of field lights. Monday through Saturday will be the only applicable days for night events. In no event shall permits be issued for more than one night per week.

Exception:

During the daylight savings time, from May to September, for no more than three months during that period, night use of the playing field shall be allowed for soccer for up to two nights per week, provided that such use is:

- a. Sponsored by a recognized, non-profit night soccer league, such as the San Francisco Night Soccer League;
- b. No use of the public address system or any other electronic amplified sound system occurs;
- c. Such use occurs only on week nights;
- d. Use of the promenade is open to the public for recreational use;
- e. No admission is charged for the use;
- f. No more than 200 people attend the games
- g. Such use conforms to the hours of operation listed in this policy;
- h. Such use shall constitute two of the three "permitted events" allowed each week for the stadium as stated in Section 8 of this policy.

Track lighting will be used to illuminate the general track area on a daily basis during evening operating hours for informal community use.

Security lighting to illuminate the stadium entrances and walkways will be on until midnight.

7. Rules of Operation will be posted, along with a weekly schedule of events.

8. Permit Requirements:

Organized groups sponsoring athletic or non-athletic events in Kezar Stadium are required to obtain a use permit. This is in conformance with the Commission's adopted permit policy. For example, all organized field activities at the polo field are required to obtain use permits. Generally, according to the Park Code, all groups greater than 25 in number wishing to assemble in city parks for a picnic, wedding, exercise or other gatherings are required to obtain permits. The use permit enables the group or event sponsor to reserve a park area for future use. Permittees for many events are required to provide event insurance and post a bond to ensure proper cleanup.

In the case of a multiple day event, each day on which permittee use occurs will be counted as a separate permitted event.

Permits are not required for casual walk-on use of the field, track and promenade by unorganized groups or individuals.

Use permits that allow securing the stadium for a permitted event may restrict general community access. In such cases, the field or facility may be closed 3 hours before the event to enable adequate set up time, or a longer time period may be approved by Commission action on a case-by-case basis.

Not more than three permitted events will be allowed in any one week. Of these three events, not more than one will be allowed at night and not more than one will be a non-athletic event. No non-athletic events allowed on Sundays.

9. Responsibility for issuing permits:

The Athletic Division will issue permits until further notice.

10. Permit Priority Policy:

- a. Weekday and evening permits: youth programs sponsored by public or private schools or other youth servicing organizations will have priority over other permit requests.
- b. Weekend days and evening – Sporting events will have priority, up to 30 days before event.
- c. Grandfathered Events: The Turkey Day high school playoff game, City Track Championship, Middle and High School Track Championship, and Special Olympics will be permitted as events that traditionally occur at Kezar Stadium, including all Department sponsored recreation activities which are free and open to the public.

11. Fee Schedule – The finance office and athletic division will develop a permit fee schedule. It will address types of use: School sporting events, community events, athletic and non athletic events, events charging an entrance fee, night events.
- Fees and Charges: performance bonds, minimum % for gate fees for cost recovery, insurance requirements
- Concessions
- Cost recovery for stadium maintenance and operation:
- A.) Overtime, b.) Electrical technician: scoreboard, sound, c.) Groundskeeper, d.) Custodian, cleanup after events, e.) maintenance contract cost may be included in special event fee, f.) Rec Director, Evening supervision for community use, g.) Security guards, h.) Ticket taking monitors.
12. Special Permit Requirements:
- a.) Events with an anticipated attendance of 5,000 or more will be limited or attendance restricted if a concurrent large event is scheduled for the east end of Golden Gate Park.
- b.) For events over 5,000, permit policy guidelines in Section IA of the Commission permit policy include the preparation of a Transportation Management Plan to reduce traffic impacts.
- c.) The Transportation management Plan must include measures that address scheduling, parking, and traffic/transit as follows:
1. The scheduling of events must coincide with the times when available parking is at a maximum. Table A1 defines event sizes by time of day for both school events and commercial events. These thresholds will be used in granting stadium permits to determine when a Transportation Management Plan will be required. Kezar Operation/Permit Policy.
 2. The scheduling of events must be coordinated with other facilities in the area so that adverse impact from concurrent use will be avoided.
 3. The Kezar and proposed Waller Street lots will be available for stadium patrons. Notice will be given to regular permit parking, pre-empting space during large events (limited to 10 times per year).
 4. Use of tandem parking in the Kezar and Waller Street lots will be considered as a measure for increasing parking.
 5. A network of signs that direct stadium patrons to available off-site parking in the area will be required of large events as defined by Table A1. Event promoters will post maps or provide informational flyers, locating off-site parking lots prior to an event.
 6. Police regulation for vehicles exiting from the stadium lot, the intersection of Lincoln Way and Kezar Drive, and pedestrians crossing Stanyan and Frederick Streets will be provided during peak use periods (i.e. at the end of an event when patrons are leaving the stadium).

7. Evidence of coordination with Muni Transit and consideration for use of chartered buses with either Muni or private companies will be required.
- d.) Turf protection will be required if the field is to be used for spectators or special events.

13. Commission approval will be required for:

- a.) Road closures (Waller St.) – Traffic plan for lane merge on Kezar Drive eastbound should be provided by Traffic Engineering.
- b.) Reservations requested more than 1 year in advance.
- c.) Increase in time permitted for stadium closure in advance of an event charging an entrance fee.
- d.) Events of over 5,000.
- e.) Multiple day events.

14. Concession Rights/ Food Sales:

- a.) The current contracted food concessionaire has exclusive rights for events over 5,000.
- b.) Beverages will not be permitted in glass containers or cans.
- c.) Consumption or possession of alcohol will not be permitted on the premises at any time.

15. Reservations:

Reservations will be accepted no sooner than one year in advance of events. A series can be booked based on the first date of the series. A performance bond must be posted 10 days after dates are awarded. If the same day is requested for events having equal priority when reservations are accepted, a lottery will be held to resolve the conflict.

16. Special Event Parking:

Special event parking privileges may be negotiated with the lot operator. Arrangements for school/charter bus pass through will require a monitor at the through gate.

17. Sound System:

A public address sound system has been installed in the stadium. Sound levels may not exceed a level that has been set through a sound governor controlled by the department staff. The sound system is designed so that sound can be directed to a specific set of seats. Sound baffles are placed around the speakers on the Frederick Street side to reduce back flow of sound to adjacent residences.

The Kezar sound policy shall be:

- a.) Hours: 10:00 am – 5:00 pm
- b.) Number of Hours: No more than 4 hours of public address system will be allowed for a non-athletic event.
- c.) The use of the public address system for continuous play-by-play for athletic events will be prohibited (During the first six months following adoption of this policy by the full

Recreation and Park Commission, staff, in cooperation with the community and the Kezar Advisory Committee will pre-announce the dates and times of two actual test events using various alternative sound systems. The objective of these tests will be the possible development of an acceptable alternative sound system which, in operation, will be no more intrusive upon the surrounding community than the existing installed public address system, when operated at levels agreed upon by the Recreation and Park Commission, the surrounding community and the Kezar Advisory Committee.

- d.) Only an athletic event using the on-site public address system would be permitted after 5:00 pm on day per week maximum.

18. Proposed Kezar Stadium Advisory Committee

The General Manager will appoint a Kezar Stadium Advisory Committee to be composed of up to twenty-five members. This committee will consist of neighbors and residents of the Kezar and Haight area, representatives of the San Francisco Unified School District, Inner Sunset community groups, private schools, soccer organizations, and other user groups.

The San Francisco Recreation and Park Department will provide staff support for the advisory committee, and a staff member will attend each meeting, but as a non-voting participant of the advisory committee. This group will meet regularly to discuss the operation of Kezar Stadium and monitor the implementation of this policy. All input and suggested changes may be made to staff on a regular basis and to the Recreation and Park Commission during its regular review of this policy.

19. Staff Review of Regulations

The Commission directs the General Manager and staff to continue to evaluate the viability of these regulations and to ascertain whether this scheme strikes the proper balance between the recreational, constitutional, and property interests of San Franciscans heretofore mentioned and the Commission's substantial interest in preserving park property., limiting excessive noise, and congestion and other problems that may result from activities on park property. The General Manager shall report to this Commission its findings as to this issue no later than the first and seventh Commission meetings of each calendar year.