

## **OCCASIONAL EVENT PERMIT – COVID-19 DRIVE-IN DINING PERMIT**

### **What is an Occasional Event Permit for Drive-In Dining?**

The City of Long Beach has launched the Drive-In Dining Initiative in response to the COVID-19 public health crisis. The implementation of this permit is to allow businesses to return to operations during the current phase of COVID-19 restrictions to allow for physical distancing. This Occasional Event Permit for Drive-in Dining is a multiple day permit issued through the city Special Events office that allows businesses with a valid and current business license to have Drive-In Dining on private property.

### **An Occasional Event Permit for Drive-In Dining would be required under the following conditions:**

- 1) All components of the site plan and the event shall be solely on private property and shall not block, impede, or adversely affect city property or public rights-of-way at any time.
- 2) Instances where Drive-In parking areas are reconfigured.
- 3) Instances where low-level onsite entertainment is offered. All onsite entertainment shall adhere to city policies, codes and laws related to sound levels.
- 4) Instances where off-site public or private property is being utilized.

### **An Occasional Event Permit for Drive-In Dining may not be required under the following conditions:**

- 1) Where vehicles are parked legally in existing parking stalls and permission from the property owner is granted.
- 2) Where orders are taken at the car, online or by phone.
- 3) Where food is consumed at the location, in the car or taken home.

Gatherings and games outside the vehicle shall not be permitted. Music and other forms of onsite entertainment, such as movies are allowed if individuals remain within their vehicles and physical distancing is maintained.

**Live performances shall not be allowed.**

**The sale, service and consumption of alcoholic beverages is strictly prohibited.**

Fire code compliance is required for egress purposes within the permitted area. The most up to date requirements shall be adhered to. Due to certain specific circumstances, usually related to fire codes, the city Fire Marshall may conduct a Safety Spot Check.

The event layout shall comply with the City of Long Beach Health Department's current Safer at Home Order, [Health Order guidelines](#).

### **Occasional Event Permit for Drive-In Dining effective timeline:**

The Occasional Event Permit for Drive-In Dining will remain valid until October 31, 2020, or until the current City of Long Beach Health Department's Safer at Home Order has been lifted, whichever comes first.

### **Occasional Event Permit for Drive-In Dining fee schedule:**

- 1) Fire Safety Officer Spot Check Fee: \$105.00 (if deemed necessary)

### **Occasional Event Permit for Drive-In Dining checklist:**

Below is a checklist of the required forms and documentation needed for the Occasional Event Permit for Drive-In Dining. Please submit the following items to the Special Events and Filming Office. Your application will be reviewed, and a Special Events and Filming staff member will contact you when your permit is ready. For more information, please visit our website at [filmlongbeach.com](http://filmlongbeach.com) or contact our office at (562) 570-5333.

- Completed Occasional Event Permit for Drive-In Dining Application
- Site Plan (detailed diagram of your proposed set up, including dimensions)
- Lease/Rental Agreement (if event is being held on property other than your own)

**Event organizer shall be responsible for all fees associated with the event. If any additional City services are required to manage public safety at this event and additional services are provided, the event organizer shall be responsible for charges.**

**Additional permits from other City departments may be required. Copies of the additional permits must be submitted before an Occasional Event Drive-In Dining Permit will be issued.**

**All promoters, vendors and businesses shall have a valid business license with the City of Long Beach. For more information regarding your Business License, please contact Business Licensing at (562) 570-6211.**