



SUSTAINABILITY FOR OUTDOOR EVENTS

To ensure that our National Park is preserved for the enjoyment of future generations, the Presidio Trust is dedicated to being a model of environmental stewardship. As part of our commitment to sustainability, the Presidio Trust will reduce greenhouse gas emissions and minimize the percentage of waste that we send to landfills.

Event organizers who apply for a Special Use Permit to host an outdoor event in the Presidio are expected to comply with the sustainability requirements below. To the greatest extent possible, these requirements are in alignment with the [requirements established by the City of San Francisco](#). Events will be monitored for compliance with sustainability and recycling requirements listed below. If permittee is found to have violated these requirements, the Presidio Trust will consider these grounds for revocation of permit or withholding of a security deposit and/or denial of a permit for future events.

REQUIREMENTS FOR ALL EVENTS

1) Oil & Food Leftovers

All leftovers, including food, oil, steamed water, and ice, must be hauled away. No leftovers are to be put in trash receptacles, poured down gutters or storm drains, emptied onto lawns or into other vegetation, or dumped in parking lots or any other areas of the Presidio.

2) Use of Recyclable & Compostable Food Service Ware

[San Francisco's Food Service Waste Reduction Ordinance](#), Chapter 16 of San Francisco Environment Code, "Prohibits the use of Styrofoam or polystyrene foam food service ware and requires the use of food ware that is recyclable or compostable." For a list of compostable and recyclable food service ware distributors, please visit the [San Francisco Department of the Environment's information page](#) about the Food Service Waste Reduction Ordinance.

- Expanded Polystyrene "Styrofoam" for Food Service ware is prohibited. Only food service ware that is acceptable in San Francisco's recycling or composting is permissible.
- Food & beverage vendors, including food trucks, may not provide the following single-use plastic accessories: plastic beverage plugs, plastic cocktail sticks, plastic stirrers, plastic toothpicks.
- [Compliant beverage accessories](#) can only be made available upon request or at a self-service station. This includes compostable straws, cup lids, cup sleeves, stirrers, spill plugs, napkins, condiment packs and utensils.

3) Recycling & Composting and Waste Disposal Requirements

In accordance with [San Francisco's Mandatory Recycling and Composting Ordinance](#), all outdoor events in the Presidio shall maintain appropriately sized, clearly labeled, color-coded containers (blue for recyclables, green for compostable materials and black for trash) in convenient locations. Permittee shall ensure that all vendors, volunteers, contractors, and clean-up crews working on behalf of the event are aware of these requirements, including [how to properly separate materials](#). All waste associated with the event shall be properly handled at all times, as to not disrupt the wildlife and natural systems of the Presidio. Permittee shall ensure that the proper size of bins are used.

- All litter shall be picked up from the event area and the parking lots surrounding the event area daily. This includes load in and load out days.
- Dumpsters and bins shall be secured from the wind during events and locked after the event. No refuse associated with an event shall be accessible to wildlife.

- Recycling bins can be lined with clear plastic bags or no liners at all. If plastic liners are used, the bag contents must be emptied and the bags reused or disposed of in a landfill bin as they cannot be discarded in the recycling bin.
- All trash must be removed at the end of each event day. Staff will conduct an end of day and/or post event walkthrough of the site to ensure all trash has been removed.
- A recycling, composting and waste reduction plan must be submitted to the Trust. A plan can be, but is not limited to, a map of recycling stations at the proposed event and a written description of how the Permittee will maximize recycling and composting.
- Permittee may be required to contract with Recology or an Event Greener to manage the event's waste.

REQUIREMENTS FOR EVENTS WITH MORE THAN 100 PEOPLE

In addition to the policies outlined above, events that will host more than 100 people are also subject to the following:

1) Reusable Cup Requirement

Permittees holding events with more than 100 attendees and prepared beverages are required to strive for use of reusable cups by at least 10% of attendees. Event promoters can meet this requirement by one of the following:

- Promote or incentivize attendees to bring their own reusable beverage cup
- Lend out reusable cups to event attendees, using a deposit system
- Provide or sell reusable beverage cups to event attendees

2) Bottle & Package-Free Water Ordinance

All events in the Presidio must comply with the [San Francisco Bottle and Package Free Water Ordinance](#). Among other things, it provides that for any event involving 100 or more persons, no one may sell or distribute bottled or packaged water in any container intended primarily for single use and having a capacity of one liter or less. This includes water packaged in any of the following types of containers: bag, can, glass bottle, rigid plastic bottle, sealed box.

The foregoing restriction does not apply to the participants at an athletic event such as a walk, run, or biking or sporting event, but it does apply to the spectators. Exemptions apply, see [Chapter 24 of the San Francisco Environment Code](#) to ensure that you are in compliance.

REQUIREMENTS FOR EVENTS WITH MORE THAN 1000 PEOPLE

In addition to the policies outlined above, events that will host more than 1000 people are also subject to the following:

1) Event Greeners and Waste Diversion

All events with more than 1000 people will be required to order adequate dumpsters (including recycling and compost), and will be required to contract with an event greening company to assist with sorting and removing refuse. The Event Greener should provide on-site staff and/or volunteers to promote diversion of compostable and recyclable materials from landfills and ensure that all refuse is removed from the Presidio after the event. Please visit [San Francisco's Zero Waste Resources for Event Producers](#) page for a list of San Francisco based Event Greeners.

ADDITIONAL IDEAS TO REDUCE AN EVENT'S IMPACT

Transportation

- Promote public transportation to/from the event. Visit the Presidio's [Transportation page](#) to learn more about the [PresidiGo Shuttle](#) and other public transit options that service the Presidio.
- Encourage participants to ride a bicycle to the event. If possible, provide a secured parking area for bicycles that is staffed and protected against theft.
- Encourage participants to use ridesharing platforms to get to/from the event.

- Depending on group size, Permittee may be required to hire a bus or shuttle service to the event.
- Permittee may be required to submit a transportation plan for approval prior to the event.

Event Promotion and Printed Materials

- Minimize the use of printed materials to market or promote the event. Prioritize digital forms of marketing and outreach, such as social media, blogs, and emails.
- Create mobile-friendly digital resources, such as maps, that event participants can interact with or use on the day of the event in lieu of printed materials.
- If printed materials are necessary, use post-consumer recycled paper.

Donate Leftover Materials

- Make a plan to donate excess materials after the event, including leftover food, promotional items, etc.

Your actions help us keep the park clean and protect the plants and animals that call the Presidio home. Thank you for taking care of your National Park!

COVID-19: Some of these policies may be adjusted or modified to comply with current local, state, and federal COVID-19 guidelines and health and safety directives.