



City of Palm Desert Special Event Guidelines Site Plan/Route Map

The site plan or route map you include with your permit application is a visual representation of all the infrastructure and operational event elements that you describe throughout the permit application and should include any stationary elements as well as moving routes. The final permit issued by the City of Palm Desert will only be valid for the venue areas and event elements described in your permit application and site plan or route map. Modifications to your request may be required during the permit review process and will be incorporated in the final permit. Following are guidelines to assist you in the development of your site plan or route map:

Technical Specifications

- Site plans, route maps and supporting drawings/diagrams should be submitted in PDF format and in an 8 ½" x 11" or 11" x 17" standard format.

Boundaries and Routes

- Your site plan or route map must include the names of all streets and/or areas that are part of the proposed event.
- If your event includes activities with moving routes of any kind such as a parade, run, or cycling event, the direction of travel and all proposed lane closures must be depicted on the site plan or route map
- The location of fencing, barriers and/or barricades must be depicted on your site plan or route map. This includes barriers used to denote stationary elements such as beer gardens and to articulate participant flow for athletic events.
- All access routes, removable fencing, and exit locations should be clearly identified on your site plan or route map

Event Operations

- Your site plan or route map should include the location of all event operational elements identified in your permit application including, but not limited to:
 - Stages and entertainment areas.
 - Generators
 - Tents, canopies and/or booths.
 - Location of beer garden(s). A close-up of the beer garden configuration(s) with all exit locations, serving fixtures, furniture and tenting is required.
 - Tables, seating and other furniture.
 - Other related operational components not listed above but included in your permit application

TD Wealth Management
Coachella Music Night under the Stars
JW Desert Springs Resort & Spa
April 3-5, 2019

Example Site Plan

Catering Generator

Ferris Wheel Generator

Ferris Wheel

356'-0"

Wheelchair ramp w/ rails 24' x 24'
+ 8' x 8' Landing

Generator &
Redundant Generator

Photo Bus

1000 sq' of
Duratrack Apron

24' x 32' x 24" Stage
+ 2 - 8' x 12' wings

Backstage Production
Generators

Dance Area

30' x 4'
Duratrack Path

Executive Restrooms

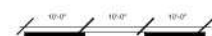
Giant Lite Brite

Entrance

Bracelet Station

Desserts & Coffee

Wynford



Scale 1:384

