

DRAFT
**San Francisco War Memorial and Performing Arts Center
EXTERIOR GROUNDS USAGE POLICY**

The San Francisco War Memorial and Performing Arts Center is a “charitable trust department” under Article V of the San Francisco Charter. Under the War Memorial Trust Agreement of 1921, as amended, (the “Trust”) the City’s War Memorial Board of Trustees have charge over the War Memorial and Performing Arts Center and the adjacent grounds. The Center consists of four City-owned buildings: the War Memorial Veterans Building, the War Memorial Opera House, Louise M. Davies Symphony Hall, and Zellerbach Rehearsal Hall. The Trust also includes the Veterans Memorial monument, adjacent courtyard and tree lined recessed pathways leading to the memorial situated between the Veterans Building and Opera House (the “Memorial Court”). There are three beneficiaries of the Trust: the San Francisco Posts of the American Legion, the San Francisco Museum of Modern Art, and the San Francisco Symphony. War Memorial and Performing Arts Center exterior grounds usage must be related to Trust beneficiary activities or to scheduled activities at one of the Trust buildings, or otherwise be consistent with this policy. The buildings and grounds of the War Memorial and Performing Arts Center are not public fora.

The purpose of this policy is to promote a tranquil and contemplative environment at the Memorial Court which was dedicated by the people of San Francisco to our Nation’s veterans in honor of their service and sacrifice.

(a) **Applicability.** This policy applies to the land and buildings set aside for the San Francisco War Memorial and Performing Arts Center under the Trust. This policy does not apply to any of the sidewalks adjacent to the Performing Arts Center that are outside of the jurisdiction of the War Memorial Board of Trustees.

(b) **Building entrances.** Blocking building entrance areas, entrance steps, platforms or access ramps, and walkways, or otherwise obstructing or impeding the free flow of pedestrian traffic in such areas is prohibited.

(c) **Driveways and parking areas.** Blocking parking areas or driveways or otherwise obstructing or impeding the approved vehicle flow in such areas is prohibited, except as approved by the War Memorial Board of Trustees under this policy.

(d) **Admission lines.** Blocking or otherwise obstructing or impeding the free flow of patron admission lines is prohibited.

(e) **Littering.** Littering on Center property including entrance areas, entrance steps, platforms and access ramps and any surrounding areas is prohibited.

(f) **Demonstrations, special events and casual grounds use.**

(1) **Use requirements.**

(i) **Casual grounds use.** Casual grounds use by visitors or tourists which is otherwise reasonably consistent with the protection and use of the Center’s grounds is permitted under this policy.

(ii) **Special events.** Requests to use the Center’s exterior grounds for special events must be approved in advance by the War Memorial Board of Trustees and must be related to Trust beneficiary activities or to scheduled activities in the War Memorial Opera House, Veterans Building or Louise M.

Davies Symphony Hall. Special event usages will be subject to usage fees annually adopted by the Board of Trustees. Special event requests must be submitted in writing to the War Memorial administrative office to be calendared for consideration by the War Memorial Board of Trustees. The Board shall approve a request if it is reasonably consistent with the protection and use of the Center's grounds and the other requirements of this section (f).

(iii) **Memorial Court.** To maintain the honor and dignity of the Memorial Court, the War Memorial Board of Trustees does not permit demonstrations, rallies or special events in the Memorial Court, except for uses related to veterans and their families.

Adopted by the War Memorial Board of Trustees (date)