

Special Event Request For Applications
Frequently Asked Questions

Question: We are trying to determine the perimeter for the event space. Is there an existing map or CAD to reference?

If needing measurement details:

- For the building – the linked document may help.
- For the West End – the RFA Information exhibit and google earth may help
[Facility Grounds Plan](#) – note the East fencing has been replaced and the enclosed lawn is approx. 100 feet
[Facility Site Plan](#) – note the East fencing has been replaced and the enclosed lawn is approx. 90 – 100 feet

Precise measurements can be made on site by the applicant as Fiesta Gardens – West End is currently open and available to the public.

Question: Are events limited to using Fiesta Gardens - West End, or is there a possibility to submit an application to use Fiesta Gardens - West End as well as the Fiesta Gardens building?

If desired, an application submission may be submitted to include both the West End as well as the Fiesta Gardens Building. Additional fees, and policies and procedures are required for use that includes a building. The [Fiesta Gardens Building Guidebook](#) may be on the Office of Special Events website using the tab “Event Facility Reservations”.

Question: What is the formal capacity for the park?

The park capacity may be up to 8,000 attendees – this includes the West End as well as the Fiesta Gardens building. However, capacity is established through the permitting process and is based on several factors such as fencing, amount of exits as well as added/built infrastructure.

Upon fire department review, events/organizers may be legally required to adjust occupancy numbers for safety. Organizers can plan ahead by plotting detailed cad-like plans with clearly and completely marked infrastructure (all items on site) and provide the information well in advance to the City.