OnePlan

CREATING YOUR
MUSIC FESTIVAL SITE LAYOUT

Unleash the Power of Effective Site
Design for Unforgettable Music Festivals

CREATING YOUR MUSIC FESTIVAL SITE LAYOUT

Designing a music festival is a complex task, with countless variables to juggle. That's where OnePlan steps in.

This ebook, powered by OnePlan's event planning and mapping expertise, is your essential guide to creating a flawless festival site plan. We'll equip you with key insights, expert tips, and a roadmap for your festival planning journey.
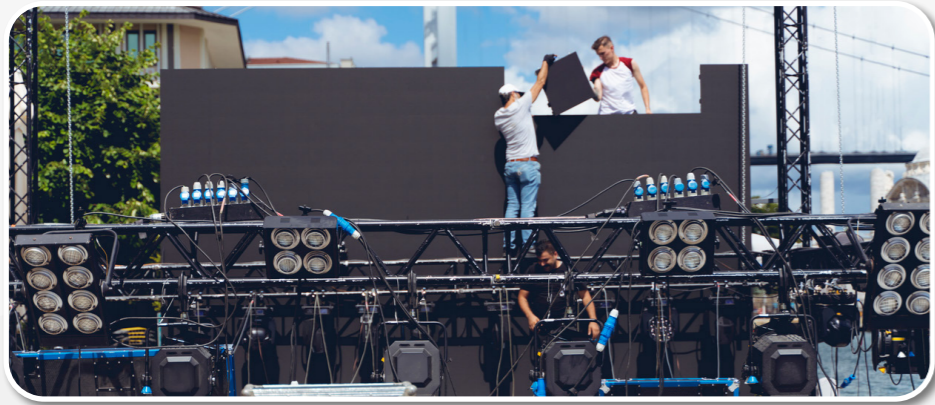
Why a site plan is important

Site plans serve as a guide to your event, illustrating all elements of your event in one place. A site plan is essential for the successful planning, execution, and management of festivals. It ensures your attendees have a safe experience while enjoying themselves, as well as helps organizers comply with regulations and maintain efficient coordination and communication with team members and stakeholders.

FESTIVAL

WHAT SETS A MUSIC FESTIVAL APART FROM OTHER LIVE EVENTS OR FESTIVALS?

Setting up a festival is like setting up a temporary city, with increased infrastructure needs.

Audience and dance areas:

Music festivals require designated areas for the audience to enjoy performances, dance, and relax. These spaces should be spacious and comfortable, with proper flooring or ground cover to accommodate different weather conditions and crowd sizes.

Power distribution and backup:

The high energy demands of music festivals, particularly for sound systems, lighting, and stage equipment, necessitate efficient power distribution planning and reliable backup power solutions.

Stage layout and design:

Music festivals require one or multiple stages, depending on the size of the event and the number of performers. Each stage needs to be strategically placed to minimize sound interference between performances, accommodate audience sightlines, and provide efficient backstage access.

Noise control measures:

Music festivals often need to implement noise control measures to comply with local regulations and minimize the impact on neighboring areas. This can include using sound barriers, orienting stages away from sensitive areas, and planning for appropriate buffer zones.

Water and Temporary Plumbing

Like any major town a temporary site is no difference with water needed in a number of locations from drinking water refill stations, catering cleaning facilities and toilets. It is important to ensure that you have enough supply to cover all areas.

Sound and lighting equipment:

Music festivals need dedicated spaces for sound and lighting equipment, such as mixing consoles, speaker towers, and lighting rigs. These areas should be carefully positioned to optimize audio and visual experiences for the audience while ensuring safety and easy access for technicians.

Backstage and artist hospitality:

Music festivals require backstage areas for artists, which include dressing rooms, green rooms, and catering facilities. These areas should be conveniently located near the stages but separate from the main festival grounds to ensure privacy and security for the performers.

With these expanded requirements, **OnePlan is essential to communicate across all the teams**, including pre and post event teams that are often excluded from event-day planning involving crowds, security, vendors and more.

CHOOSING A SITE FOR YOUR FESTIVAL & WHAT FACTORS TO CONSIDER

Site Selection 101

Capacity and size:

Ensure the site can accommodate attendees, stages, vendors, and facilities.

Location and accessibility:

Ensure the site can accommodate attendees, stages, vendors, and facilities.

Infrastructure and utilities:

Check for the availability of essential utilities and existing structures.

Ingress and Egress:

Ensure your entry and exit points meet the requirements from a public safely and crowd management perspective.

Acoustics and noise impact:

Evaluate the site's natural acoustics, potential sound interference, and local noise ordinances.

When choosing a site, OnePlan is the preferred tool for site viability:

- With GIS Mapping you can accurately analyze the potential site, seeing how the visual features of the site would impact the music festival's layout and logistics.

- Evaluate the site for accessibility suitability by modeling crowd flow and ensuring that the site allows for easy movement and complies with accessibility requirements

- Use parking calculators to determine ample space for parking to facilitate the volume of people you expect to have

- Use the route tools to determine foot travel time from stage to stage

DESIGNING YOUR SITE LAYOUT

Creating your site layout is a crucial step in crafting a successful music festival experience with OnePlan. Follow our step by step guide. Some major things to consider are:

Organizing Festival Zones and Areas:

As you plan your festival zones, keeping similar activities and amenities grouped is key. In OnePlan, you can effortlessly layout food vendors, merchandise booths, and relaxation zones. Strategically place stages based on genre or audience size, ensuring optimal distance to reduce sound overlap.

Planning Stage Locations and Audience Areas:

It's important to assess each stage's size and orientation, taking the audience size and sightline into account. In OnePlan, you can plot out the exact size of the stage and the crowd area. With the platform you can ensure ample space for audience movement while minimizing sound overlap between stages.

Integrating Crowd Flow and Circulation:

Using OnePlan, plot precise perimeters, crowd barriers, and control systems on your festival site. Design spacious pathways, strategically locate amenities, and clearly mark key points to minimize congestion. Adjust in real-time to optimize attendee safety and comfort, also seeing in different viewing modes for comprehensive day and night time planning.

Addressing Accessibility and Inclusivity:

Creating an accessible music festival is crucial to include all attendees. One Plan aids in designing a festival site that caters to everyone, including those with disabilities. With OnePlan, ensure e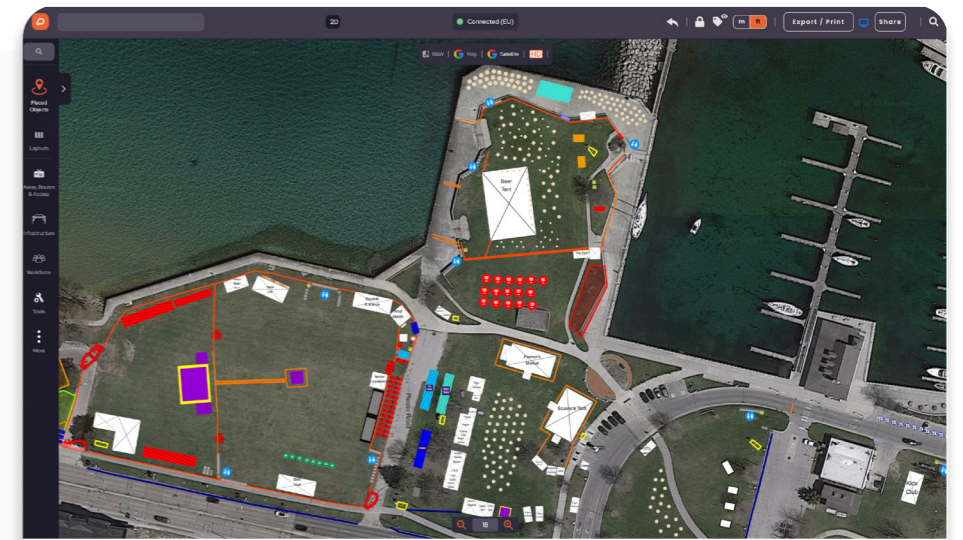asy navigation to stages, facilities, and access routes, inclusive of features like ramps, wheelchair-friendly restrooms, and dedicated viewing areas.

Be sure to provide clear signage indicating accessible routes and facilities, and consider offering additional services like sign language interpreters, audio description, or hearing loop systems for guests with hearing or visual impairments.

Safety at music festivals means plotting out the right barriers including perimeter fences, crowd barriers and rope dividers.
OnePlan enables you to accurately plot the type and size of crowd control system directly on to your festival site with a GPS location point.

"**OnePlan saves us a significant amount of time.** Because it's such a large event, we're creating multiple different layouts. It's a really technical piece of software while also being **easy to use**."

Brett Knaus,
National Cherry Festival

SOULFEST MUSIC FESTIVAL SAVES 85% PLANNING TIME BY USING ONEPLAN

OnePlan means saving time in planning your site plan.

For years, the SoulFest team was using a combination of Google Maps and Photoshop for site planning and spreadsheets for everything else.

Then organizer Renna Muhieddin from the Soulfest team discovered OnePlan.

"I had almost every single element of our map on the OnePlan platform within two days. It was amazing."

Before using OnePlan, Renna says planning the event took 2 weeks for 3-4 hours per day, plus many late nights. Since using OnePlan, it now takes just 1 hour per day for 1 week. That's a huge 85% time saving!

SOULFEST

Saves time

85%

time saved using OnePlan

MAPPING FESTIVAL SERVICES AND AMENITIES

Given the thousands of attendees at an average music festival, key amenities like food, beverages, bathrooms, and essential services like medical and security must be well planned.

OnePlan simplifies this process, making mapping and tracking these services easy, enhancing the experience for vendors, stakeholders, and attendees.

Plotting food and beverage vendors

Strategically place your food and beverage vendors in high-traffic or central areas within your festival grounds using OnePlan. This not only fosters a communal atmosphere but also facilitates quick options comparison for attendees, while maintaining clear pathways.

OnePlan's vendor management allows you to keep your vendor plan organized in one platform. found in the "Reports" section of OnePlan. Organizers can manage the sale of pitches for vendors - from food and drink, market and craft stalls to merchandise. The OnePlan vendor management tools keeps all key information in one place and also allows it to be shared and exported through the Bill of Quantities.

"OnePlan was great because it's very much a drag and drop program! When a vendor wanted a specific spot on sight, **I had my iPad Pro with me on site and I was able to tweak the layout right then and there**."

Renna Muhiedden,
SoulFest

Positioning and deciding how many restrooms

As a rule of thumb, plan one restroom per 100-150 attendees, adjusting based on event specifics and local regulations. With OnePlan, strategically position restrooms near high-traffic areas, ensuring accessibility for all, including facilities like baby changing stations or gender-neutral restrooms.

Planning campsites and RV areas

Using Oneplan, plot out your campsite for a comfortable and safe festival experience. With our campsite Capacity tool, optimize space, ensure easy navigation, and address crucial factors like fire safety and sanitation. The tool guides campsite organization while considering tent footprints, density levels, and space between tents, thus streamlining It the planning process and ensuring compliance with industry guidelines.

Plotting and planning medical and security stations

Place first aid, medical tents, and security stations in easily accessible and high-traffic zones such as entry/exit points and stage areas onto to your OnePlan. With clear signage and strategic positioning, you'll ensure effective crowd management, quick incident response, and a visible security presence, fostering a sense of safety for festival-goers.

TRANSPORTATION AND PARKING SOLUTIONS

One of the **biggest sources of stress and frustration at music festivals** can be the transportation and parking situation.

The good news is that now we have tools to make your job as a planner so much easier! Use parking planning and mapping tools and strategies to ensure smooth arrivals and departures for attendees.

Designing efficient parking layouts

Assess parking capacity: Simplify with OnePlan's parking capacity estimator. By marking an area on your site plan, you can instantly determine how many cars will fit. This tool aids in accommodating your expected attendees, taking into account factors like carpooling and public transportation.

Designate parking zones: Easily divide parking areas into identifiable zones, improving post-event car locating for attendees.

Optimize traffic flow: Strategically design your parking layout for smooth traffic flow, minimizing congestion through one-way lanes and clearly marked directions.

Plan for accessibility: Reserve convenient spaces for disabled attendees, ensuring their proper use with clear signage

Consider shuttle services: Consider attendee transport to and from the event, especially for remote parking areas.
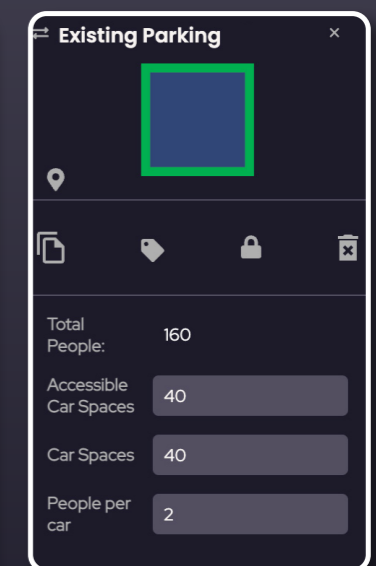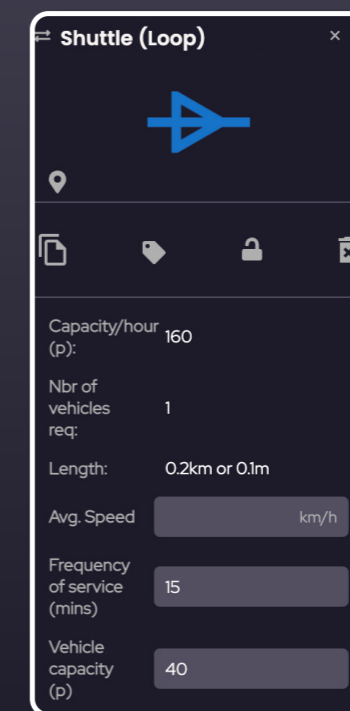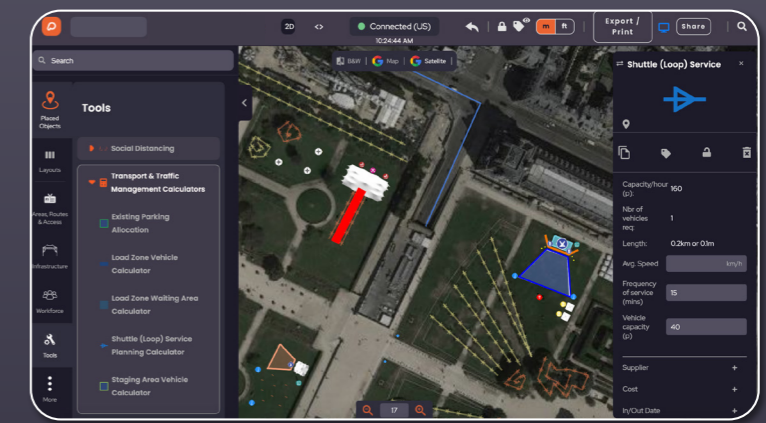
Implement security measures: Enhance the safety of your parking zone with appropriate lighting, surveillance, and patrolling measures.

Plan for contingencies: Prepare for unexpected situations with contingency plans, including overflow parking and alternative transportation options.

OnePlan offers two incredibly useful transportation calculators that streamline your music festival planning process and help build a better event experience.

The **Existing Parking Allocation tool** enables you to efficiently count and allocate parking spaces to specific client groups, taking into account the crucial aspect of accessible parking requirements. By using this feature, you can ensure that your event caters to the diverse needs of your attendees while complying with accessibility regulations.

The **Shuttle (Loop) Service Planning Calculator** is designed to help you plan and schedule shuttle services for high-demand routes. With this tool, you can calculate the number of vehicles needed to maintain a consistent and reliable transport service based on a loop time. The calculator ensures that the route returns to its point of origin, providing a smooth and efficient transportation experience for festival-goers.
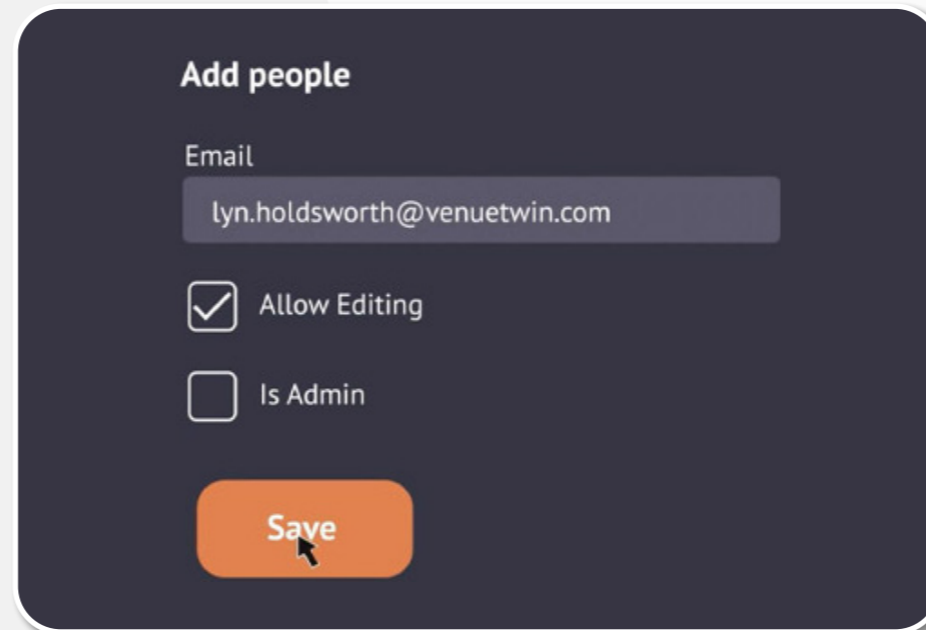
FINALIZING AND SHARING YOUR SITE PLAN WITH STAKEHOLDERS

Once you have meticulously designed your music festival site plan using OnePlan, it's essential to review, optimize, and share it with your team and key stakeholders.
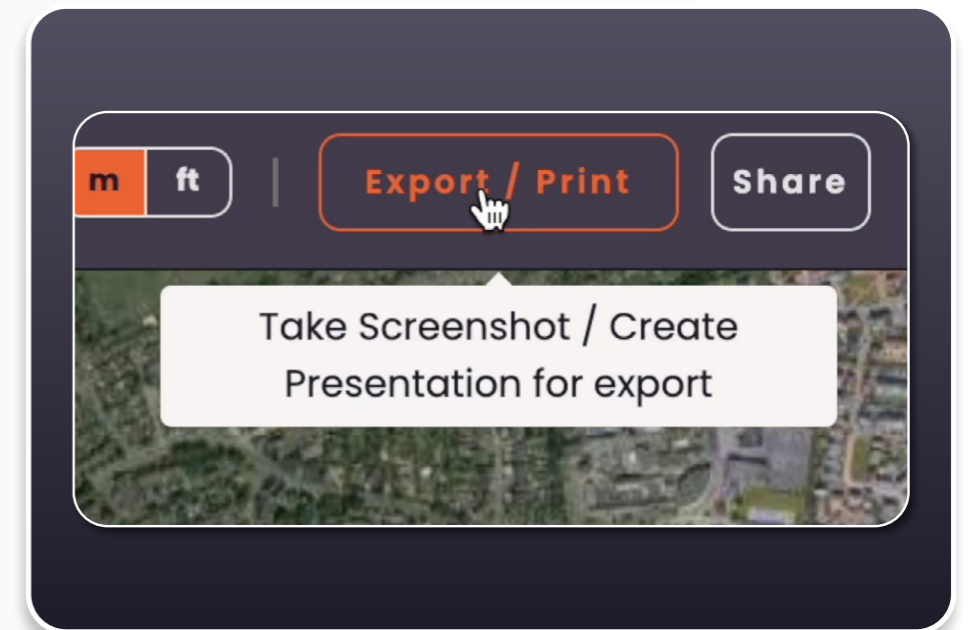

Reviewing and Optimizing Your Site Plan:

Before finalizing your site plan with OnePlan, review it meticulously. Check for bottlenecks, accessibility, sound interference, and view the layout from different perspectives - attendees, performers, vendors, and emergency personnel. Make necessary adjustments to enhance the experience and ensure safety. Remember to comply with local regulations, permits, and zoning requirements

Collaborating with Your Team:

Your team is pivotal to your music festival's success. With OnePlan, you can effortlessly share your site plan and foster collaboration. The platform's real-time editing features enable not only your team -including security, logistics, production, and hospitality-but also Safety Advisory Groups and other authorities to contribute, ensuring a comprehensive and well-rounded event plan.

Exporting and Sharing Your Site Plan with Stakeholders:

After finalizing your site plan, ensure you share it with all relevant stakeholders like local authorities, vendors, emergency services, and production partners. OnePlan allows easy exportation of your plan into user-friendly formats like PDF or high-resolution images. Remember to include clear guidelines, permits, regulations, and key personnel contacts for a seamless use of the plan

GET IMMEDIATE SUPPORT TO DESIGN YOUR FESTIVAL SITE

Do you need to save time and want help planning your festival?

Our specialist Alice can create high quality, customised, accurately designed plans for your event at speed. Need a public facing map too? Not only can we support with the planning, we can convert your site plan into a professional, public facing map tailored for your event, based accurately on your event plan!

Click here to get in touch with our specialist

BOOK A DEMO WITH OUR TEAM

Using OnePlan to create the site plan for your music festival planning is a game-changer, streamlining the process and ensuring a successful, enjoyable, and safe event for all. OnePlan's powerful features and intuitive interface enable you to design an optimal site layout, collaborate seamlessly with your team, and share your plan with stakeholders.

To see how OnePlan can transform your event, book a demo today. Experience firsthand how OnePlan can help you create unforgettable music festival experiences that leave a lasting impression on your attendees.

Click here to book a 15 minute demo with our team

oneplanevents.com

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