



## NORTH COUNTY FIRE PROTECTION DISTRICT

330 S. Main Avenue

Fallbrook, CA 92028-2938

Phone: (760) 723-2010; Fax: (760) 723-2045

### Fire Prevention and Community Risk Reduction SPECIAL EVENT REGULATIONS AND PERMIT GUIDELINES

This informational bulletin has been developed by North County Fire Protection District (NCFPD) to summarize the fire and life safety regulations relating to events such as temporary carnivals, sporting events, fairs, assemblies and structures used for booths and concession stands. These guidelines reflect the new code adoptions as of January 2017. Always refer to the most recent code adoption requirements.

#### **Fire Inspections and Permits:**

If your event plans to include any of the following items, an additional permit and/or inspections may be necessary:

- Open Flame / burning
- Fireworks/ pyrotechnics displays
- Flame producing equipment or hot work
- Food preparation sites
- Tents, canopies or stage over 400 square feet, or "EZ Ups" cumulatively measuring 400 square feet or more.

Establishing fire prevention and safety procedures for your event is essential in the planning process. The Fire Marshal, or his/her designee must review your event, for fire safety, crowd capacity, cooking compliance and access issues. To ensure public safety, there may need to be inspections of your venue either before and/or during your event. For additional information regarding necessary inspections for your event, you may contact Fire Prevention at: (760) 723-2010. If inspections are required for your event, you will be billed for services at the rates established in the NCFPD fee schedule.

**All event applications must be submitted to NCFPD four (4) weeks in advance of the event.** NCFPD will evaluate the event for access, (traffic plan, road closures), fire and life safety, medical plan and EMS/standby requirements. Applications are available online at: [northcountyfireprotectiondistrict.com](http://northcountyfireprotectiondistrict.com)

NCFPD approval and payment of fees are required prior to any other governmental or local agency permit process or approval.

The San Diego County Department of Public Works (DPW) requires community special events to be permitted. You may access specific requirements and the permit application at: <http://www.sandiegocounty.gov/content/sdc/deh/fhd/food/cep.html>



## NORTH COUNTY FIRE PROTECTION DISTRICT

330 S. Main Avenue

Fallbrook, CA 92028-2938

Phone: (760) 723-2010; Fax: (760) 723-2045

### Fire Prevention and Community Risk Reduction SPECIAL EVENT REGULATIONS AND PERMIT GUIDELINES

#### **Tents and Membrane Structures:**

- Any tents, canopies, sidewalls or drops used by food vendors shall have a Ca. State Fire Marshal Certificate of Flame Resistance.
- All vendors using canopies larger than 400 sq. ft. shall obtain a permit prior to installation and use.
- Hay, straw, shavings or similar combustible materials shall not be located within any tent or membrane structure containing assembly occupancy.
- Smoking shall not be permitted in tents or membrane structures. Approved "No Smoking" signs shall be conspicuously posted.
- Occupant loads in an assembly structure shall be determined by North County Fire Prevention staff.

#### **Cooking Tents:**

- Tents with sidewalls or drops where cooking is performed shall be separated from other tents or membrane structures by a minimum of 20 ft.
- Outdoors cooking. Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 20 ft. of a tent or membrane structure.
- Portable LP-gas containers, piping, valves and fittings which are located outside and are being used to fuel equipment inside a tent or membrane structure shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be located in an approved location. They shall be fastened in place to prevent unauthorized movement.
- Cooking and heating equipment shall not be located within 10 ft. of exits or combustible materials.
- Operations such as warming of foods, cooking demonstrations and similar operations that use solid flammables, butane or other similar devices which do not pose an ignition hazard, shall be approved.
- A minimum of one 2A 10 BC will be located at each cooking booth.
- Each extinguisher must be visible and accessible and located away from the cooking area.
- Each extinguisher must have been serviced within the last year and have an approved service tag attached.

#### **Generators:**

- Generators and other internal combustion power sources shall be separated from tents or membrane structures by a minimum of 20ft. and shall be isolated from contact with the public by fencing, enclosure or other approved means.
- Flammable and combustible liquids shall be stored outside in an approved manner not less than 50 ft. from tents or membrane structures.

**For more information planning your community or special event please contact the fire prevention office at: 760 723-2010**