



29844 Haun Road · Menifee, CA 92586 · (951) 246-3215 Fire General Line
Inspection Request Email menifeeofm@cityofmenifee.us



TEMPORARY AND SPECIAL EVENTS VENDOR GUIDELINE

Event: _____ Date(s): _____

Business Name: _____

Vendor/Applicant Name: _____

Vendor/Applicant Phone Number / Email: _____ / _____

Describe type of Booth or Activity: _____

Mark all that apply:

- Information Booth Only:
- I will be utilizing an electrical power supply (extension cord).
- Heating/Warming (electrical only) (extension cord) for cooking.
- Cooking, no frying (NO use of cooking grease or combustible cooking oils).
- Cooking, (frying, use of cooking grease and combustible cooking oils).
- I will be using propane to supply my cooking appliance.
- Open flame bar-b-que (wood burning).
- Propane gas fueled bar-b-que.

Emergency Access

Placement of your booth, canopy or tent will not be allowed to obstruct Fire Apparatus access roads. Driveway access and fire lanes shall be maintained available at all times prior, during and after the event is completed. (CFC 3103.8.1)

Booths or Concession Stands Utilizing Tents or Membrane Structures

- Tents and membrane structures having an area in excess of 400 square feet shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval form the fire code official. (CFC 3103.2)
- Tents or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents or membrane structures, parked vehicles or internal combustion engines. For the purpose of determining required distances, support ropes and guy wires shall be considered as part of the temporary membrane structure or tent. (CFC 3103.8.2)
- Tents or membrane structures and their appurtenances shall be designed and installed to withstand the elements of weather and prevent collapsing. (CFC 3103.9)
- Existing membranes of membrane structures and large (10 or more capacity) existing tents may continue to be used provided evidence of satisfactory flame resistance is available to the enforcing authority. Such evidence may be in the form of certification that the fabric passes the standard small scale flame resistance test as set forth in California Code of Regulations, Title 19, Division 1, Chapter 8 regulations or through passage of effective field tests.

- All tent fabrics and all interior decorative fabrics or materials shall be flame resistant in accordance with appropriate standards set forth in California Code of Regulations, Title 19, Division 1, Chapter 8.
- Tent tops and sidewalls shall be made either from fabric which has been flame resistant treated with an approved exterior chemical process by an approved application concern, or from inherently flame-resistant fabric approved and listed by the State Fire Marshal.



- Sawdust, shavings, or other combustible material used on the floor or ground shall be made flame resistant or when approved by the fire code official shall be kept adequately damp when tent is occupied. Title 19, Division 1, 315.(b) Flame Resistance Standards.
- “No Smoking” signage required to be posted and visible. CFC 3107.3

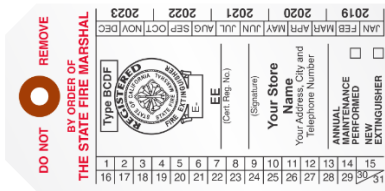
Concessions Stands (Food Sales)

- Cooking appliances or devices. Outdoor assembly events with concession stands or booths using cooking appliances that produce sparks or grease-laden vapors or flying embers shall not be used within 20 feet of a tent or temporary structure. (CFC 3106.5.1)
- Cooking equipment using combustible oils or solids shall meet the following:
 1. A noncombustible lid shall be immediately available. The lid shall be of sufficient size to cover the cooking well completely.
 2. The equipment shall be placed on a noncombustible surface.
 3. An approved portable fire extinguisher for protection from cooking grease fires shall be provided at a location approved by the fire code official. (CFC 3106.5.2)

Fire Extinguishers

- Approved portable fire extinguishers complying with Section 906 of the CFC shall be provided and placed in locations as required by California Code of Regulations, Title 19, Division 1, Chapter 2, Article 3, Section 319.
 - a) One Class 2-A fire extinguisher shall be provided in every tent having a floor area between 500 square feet and 1,000 square feet plus one 2-A fire extinguisher in each auxiliary adjacent tent. One additional extinguisher shall be provided for each additional 2000 square feet or fraction thereof.
 - b) At least one Class 10 B-C fire extinguisher shall be provided with each generator or transformer.

- c) At least one Class K kitchen fire extinguisher shall be provided in kitchen, dining areas, and locations where flammable or combustible liquids or flammable gases are used, stored, or dispensed.



Extinguisher service tag, Date should show it was serviced within one (1) year and be in good condition.



2-A:10-B:C (APPROVED)



1A EXTINGUISHER (NOT APPROVED)



CLASS K FIRE EXTINGUISHERS-Use a wet, potassium acetate-based, low pH agent to put out "cooking" fires in which there are animal or vegetable oils and fats.



40 BC EXTINGUISHER

Electrical

- Electrical equipment and wiring. Outdoor assembly events with concession stands or booths using electrical equipment and temporary wiring for electrical power or lighting shall comply with the applicable provisions of the California Electrical Code and Sections 3106.6.1 thru 3106.6.3.
- Electrical equipment and wiring shall be listed and labeled for outdoor use.
- Multi-plug adaptors not complying with California Electrical Code shall be prohibited. (CFC 604.4)
- Extension cords shall be maintained in good condition without splices, deterioration or damage. (CFC 604.5.3)



APPROVED



NOT APPROVED



NOT APPROVED

Generators

- Generators shall be installed not less than 10 feet from combustible materials, and shall be isolated from the public by physical guard, fence or enclosure.
- Each generator shall be provided with an approved portable 40 BC fire extinguisher complying with Section 906 of the CFC.

Flammable Liquids used for fuel

- Refueling shall be performed in an approved location not less than 20 feet from tents or membrane structures. (CFC 3107.14.3)
- Fuel for vehicles or equipment shall be stored in approved containers in approved location outside of the structure in accordance with Section 3107.15.5.1 through 3107.15.5.3.

Liquid Propane Gas (LPG)

- Portable LP-gas containers, tanks, piping, valves and fittings that 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. Portable LP-gas containers shall be secured to prevent unauthorized movement. CFC 3107.13.3
- The storage of flammable and combustible liquids and the use of flammable-liquid-fueled equipment shall be in accordance with Sections 3107.14.1 through 3107.14.3.
- Flammable-liquid-fueled equipment shall not be used in tents or membrane structures.
- Flammable and combustible liquids shall be stored outside in an approved manner not less than 50 feet from tents or membrane structures. Storage shall be in accordance with Chapter 57.

If it is determined that a response related to fire and life safety is required by a city/county/state emergency response agency, or any of the above conditions are violated, which result in damage to city property or injury to the public, appropriate cost shall be the responsibility of the event coordinator.

Menifee Fire Department-Office of the Fire Marshal will conduct an inspection of your area prior to the event. Failure to comply with the above conditions will result in permit revocation. Please have a signed copy of these conditions available the day of the inspection.

I have read and understand these conditions regarding my participation in this event.

Signature: _____ Date: _____
 Approved: _____ Date: _____