



Coastside Fire Protection District
Fire Prevention Bureau
Standard Detail & Specification Manual

Section: Public Information Effective: March 20, 2008
Title: Special Events, Fairs, Outdoor Cooking Revised: May 7, 2019
Number: PI-008 Approved: *Gary Silva*

Purpose:

This Standard Operating Procedure will identify the procedures to be used when planning and permitting special events, fairs and related special public occasions.

General:

This Standard shall apply to all cooking equipment, including but not limited to: Fryers, grills, BBQ's (both solid and LPG fuel supplied) and ovens. Use in or adjacent to booths, tents and awnings associated with any public or private events. This standard is promulgated pursuant to International Fire Code, California Fire Code and Title 19 California Code of Regulations.

Permits:

Event Permits are required for outdoor carnivals and fairs. Fees are based on time required for plan reviews and/or inspections and will vary depending upon location and size of event.

This standard shall apply to individual tents, temporary structures or membrane structures less than 200 square feet in area and canopies less than 400 square feet in area used as outdoor carnival and fair booths.

A site plan must be submitted indicating tent size, location, use, exits, seating arrangements, fire extinguisher location, emergency lighting, and fire lanes, parking area and side streets /adjacent buildings.

A Coastside Fire District Tent Permit is required for all tents and temporary membrane structures having an area in excess of 200 square feet and canopies in excess of 400 square feet.

Definitions:

Cooking Booths

Are booths where food is prepared by a heating or cooking process such as but not limited to grilling, baking, warming, and boiling.

Deep Fat Frying

Is any cooking operation or process whereby the product floats or is submerged in hot oil during the cooking process.



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Vendor Booths

Include all booths other than cooking booths.

Cooking Booth Construction and Location:

1. Each temporary membrane structure, tent or canopy must have a permanently affixed label bearing the size and fabric material type, the date that the material was last treated with an approved flame retardant, the trade name and type of flame retardant utilized in the treatment, and the name of the person and firm that applied the flame retardant.
2. All fabrics or membranes covering cooking booths must be certified flame retardant or treated with a fire retardant paint or spray.
3. Decorative materials must be inherently fire resistive, or must be treated with a fire retardant paint or spray.
4. Flooring material used within a cooking booth and under cooking equipment shall be noncombustible or fire-retardant treated.

EXCEPTION: 3/8" plywood or similar material.

Note: For items 1, 2 and 3, a flame test may be required for non-certified flame retardant or treated materials. A field flame test will require a sample of material measuring 2 inches by 12 inches.

5. Each cooking booth shall have at least one exit way, minimum 3 feet wide by 6'8" high (booth frame shall not obstruct exit path).
6. Cooking booths shall have a minimum clearance of 10 feet on at least two sides with clearance of at least 20 feet from any vendor booth or building.
7. A 10-foot wide separation shall be provided for every 10 connected cooking booths.

Cooking Equipment:

1. **All interior cooking equipment** shall be of an approved type and open flame cooking shall be a minimum of 18 inches from booth back/side drop materials.
2. **Camping type stoves** may be used only with approved fuel under the following conditions:
 - Do not add liquid fuel to stoves in booth.
 - Maximum of two gallons of fuel capacity for each appliance is allowed with no additional fuel storage inside of booth.
 - Do not use kerosene or gasoline.



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3. **Butane or Propane equipment** shall conform to the following:

- Cooking appliances must have an on-off valve and located far enough away to be safely shut off in case of fire.
- Shut-off valves must be provided at each fuel source.
- Hoses must be of type approved for use with the equipment and fuel type.
- Tank must be protected from damage and secured in an upright position.
- No storage of extra butane or propane tanks is allowed in the booth.
- Tanks not in use must be turned OFF.
- Maximum quantity for use inside booths is ten gallons.
- The booth operator shall test all connections for leaks with a soap and water solution prior to use.
- Unused fuel cylinders shall be stored in a secured position. Maximum outside storage is 10 gallons.
- Portable Propane Containers: Each container must be kept outside of the temporary membrane structure, tent or canopy, 10 feet from any combustibles, and 10 feet from tents, secured and protected from tampering, tipping over or other hazard or damage.

Note: Specialized-cooking equipment, used outside of the booth may have larger tanks, when approved by Fire Marshal, but may require greater separation.

Vendor Booth Construction and Location:

1. Each vendor booth shall have at least one exit way, a minimum of 3 feet wide by 6'8" high (booth frame shall not obstruct exit path).
2. Vendor booths shall have a minimum clearance of 20 feet on at least one side with clearance of at least 20 feet from any cooking booth.
3. A 10-foot wide separation shall be provided for every 200-lineal feet of vendor booths.

Electrical Power:

1. Generators shall be placed in approved locations.
2. Generators or other internal combustion power sources must be separated from each temporary membrane structure, tent or canopy by a minimum of 20 feet and be isolated from contact by the public by fencing, enclosure or other approved means.
3. Refueling of generators is prohibited during event hours. No extra fuel shall be stored onsite during event hours.
4. During approved refueling times, no smoking or open flames are allowed within 25 feet of the refueling operation.
5. Extension cords shall be of a grounded type and approved for exterior use.
6. Extension cord use should be kept to a minimum. Use fused power strips to plug in appliances. Zip cords will not be allowed.



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7. Cords shall be protected to prevent trips, slips and falls or other physical damage.

Charcoal Cooking:

1. Use only an electric starter or commercial sold lighter fluid.
2. Charcoal cooking and storage of lighter fluid is prohibited inside booths.
3. Charcoal cooking shall be located a minimum of 10 feet away from booths and in areas away from public access.
4. Charcoal cooking shall be 10 feet away from combustible structures and parked vehicles.
5. Coals shall be disposed in metal containers approved by the authority having jurisdiction.

Deep Fat Frying/Flambé/Open Flame Cooking:

1. Deep fat frying, flambé or open flame cooking operations shall be located outside the booth and no closer than 20 feet (CFC 3216.3.3) from any combustible material.
2. The cook area shall not be accessible by the general public.
3. Deep fat frying equipment must be equipped with a temperature regulating device or other method of regulating temperatures approved by the Fire Department.
4. Separation shall be maintained with a minimum of 3 feet clearance between deep fat frying and flambé or open flame cooking.
5. A 40B:C Type “K” fire extinguisher is required on site for all deep fat fryers.

Fire Extinguishers:

1. Portable Fire Extinguishers: Each temporary membrane structure, tent or canopy must have a fire extinguisher with a minimum rating of 2A:10B:C. The extinguisher must have a current State Fire Marshal’s tag attached indicating that it has been serviced and inspected.
Extinguishers must be placed in a location that is readily available and not blocked in any manner. **Pressurized water fire extinguishers having a 2A rating (or Charged Garden Hose of at least 5/8 Diameter) will be required for solid fuel fired BBQ’s in addition to the 2A:10B:C.**
2. For vendor booths, the maximum travel distance to a fire extinguisher with a minimum rating of 2A:10B:C shall not exceed 75 feet.
3. Fire extinguishers in cooking booths shall be mounted adjacent to the exit and must be visible and accessible.
4. Fire extinguishers shall be properly maintained and serviced.
5. Each generator shall be provided with a fire extinguisher with a minimum 40B:C rating. The extinguisher shall be located near the generator and accessible at all times.

Sources of Ignition:

1. Keep all combustibles away from ignition sources. Smoking shall not be permitted inside any temporary membrane structure, tent or canopy. NO SMOKING signs must be conspicuously posted. No candles or open flame will be



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permitted in tents unless specifically permitted and approved by the Fire Marshal.

Housekeeping:

1. The floor surface inside a temporary membrane structure, tent or canopy and the perimeter shall be kept clear of combustible waste.
2. All compressed gas cylinders shall be secured in an upright position.
3. Clean all cooking areas regularly to prevent the build-up of grease.

Fire Safety:

1. Know where the fire extinguisher is and how to use it.
2. DO NOT leave cooking unattended.
3. DO NOT wear loose fitting clothing while cooking.
4. Remove trash accumulation regularly.
5. Keep combustibles away from heat sources.
6. In case of emergency, DIAL 9-1-1. If using a cell phone call 363-4961 for fire or medical emergency.

Fire Lanes, Access, Location, and Parking:

1. Fire apparatus access shall be provided as outlined in CFC §503.2.1 Access roads shall have an unobstructed width of not less than 20 feet with vertical clearance of 13 feet 6 inches.
2. Temporary membrane structures, tents, and canopies shall not be located within 20 feet of buildings, property lines, parked vehicles, internal combustion engines, or other temporary membrane structures, tents, or canopies. For the purpose of determining required distances, support ropes and guy wires shall be considered as part of the temporary membrane structure, tent, or canopy.

Inspections:

Fire District inspections will include, but may not be limited to, the following:

Tent flame resistance, portable fire extinguishers, and sources of ignition, protection and security of portable LP-gas containers, generators and housekeeping and Fire Lanes (20ft width minimum) and turnaround areas, and soap test for all LPG piping and valves.

- Inspections will be conducted in the morning of each day prior to the event's start.
- Verification of the 20ft fire access lane.