

LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE, CALIFORNIA 95422
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Inspection Checklist for Special Events

Must be completed prior to public occupancy

ADMINISTRATION:

- _____ Provide a copy of the submitted/approved detailed event contact list.
- _____ Provide a copy of the submitted/approved event layout submittal requirements documents.
- _____ Provide a copy of the submitted/approved plan outlining trained crowd management.

GENERAL:

- _____ Waste material in and around tents, booths must maintain 30 feet perimeter and interior floor areas, kept in containers and removed daily.
- _____ Combustible decorative materials are to be flame resistant except table covers.
- _____ Event location, tents, trailers, stages, egress routes, etc. shall maintain 30'-50' minimum clearances from flammable vegetation, per fire official.
- _____ Exits, aisles and passageways (12' min) shall not be blocked or width obstructed in any manner.
- _____ Roads for egress, ingress and emergency evacuation routes must be unobstructed.

BOOTHS (tent/canopies/trailer):

- _____ Sidewalls, drops, and tops of all such structures shall be made of a flame-resistant material or treated with a flame retardant approved by the California State Fire Marshal.
- _____ A 10-foot-wide separation shall be provided for every 200 lineal feet of vendor booths.
- _____ A fire access of 20 feet between rows of booths shall be maintained at all times.
- _____ Sale or display items shall not be allowed within the fire access.
- _____ Booths or rows of booths shall be located more than 20 feet from property lines, buildings, parking areas or internal combustible engines.
- _____ Booths shall have at least one exit.
- _____ All structures shall be adequately braced and anchored to prevent collapse.
- _____ Exit doors must remain open or be covered with flame resistant material and swing outward.

COOKING AREA LAYOUT:

- _____ Cooking operations must be 20 feet from other combustible booths, structures, tents AND 10 feet from exits.
- _____ A minimum of 2-foot side clear space shall be provided between the cooking space area and the back of the tent.
- _____ A minimum of 18-inch-wide clear space shall be provided between the cooking space and the side and rear of the cooking area.
- _____ Cooking and barbecues shall be a minimum of 10 feet from any booth and shall be protected from access by the public.

PORTABLE FIRE EXTINGUISHERS:

- _____ Portable fire extinguishers shall be installed throughout the premises, every 75 feet of travel minimum rating of 2A:10B: C.
- _____ Cooking facility booths and booths adjacent to them shall have a fire extinguisher rating of a Minimum 3A:40B:C, unless the cooking involves deep fat frying or WOKS then the additional extinguisher must be a K type extinguisher.
- _____ Permanent businesses shall have a portable fire extinguisher with a minimum rating of 2A: 10B: C.

IGNITION SOURCES:

- _____ Smoking, fireworks, open flame or hot objects capable of ignited combustible materials shall not be allowed inside the booths.
- _____ 'No Smoking' signs shall be posted.
- _____ Cooking and BBQs shall be a minimum of 10 feet from any booth and shall be protected from access by the public.

ELECTRICAL & GENERATORS:

- _____ Extension cords shall be of a grounded type and listed for exterior use.
- _____ Extension cords shall be unplugged after each daily use.
- _____ Extension cords shall not be used in lieu of hardwiring.
- _____ Generators and other internal combustion engines will be 20 feet from tents, isolated from public contact with fencing or enclosures.

COMPRESSED GAS TANKS:

- _____ LPG and other compressed gas tanks shall be secured in an upright position.
- _____ All tanks shall be protected from public access.
- _____ Empty tanks shall be removed on a daily basis.

USE OF LIQUID PETROLEUM GAS:

- _____ Vendors may use Liquefied Petroleum Gas (LPG) in booths as defined above, when the booth is separated from other booths, tents and canopies by at least 20 feet and approved by the Lake County Health Department.
- _____ LPG cylinders shall be located outside tents and canopies. Minimum of 10 feet (less than 500 gal) and 25 feet (over 500 gallons)
- _____ Flammable and combustible liquids must be stored outside in approved containers and no less than 50 feet from tents/membranes/stages.

BARBECUES:

- _____ Trailer, charcoal, and/or LPG BBQs shall not be located inside or within 20 feet of combustible walls, roofs, or other combustible material.
- _____ Small barbecues and hibachis may be placed on tables in the cooking space if a thermal barrier is provided between the barbecue and table. This may be a concrete block underneath the barbecue, as long as the entire area of the barbecue is provided with protection underneath.
- _____ Luau in ground cooking must maintain clearances of 30 feet and be isolated from public contact.

SPECIAL APPLIANCES:

- _____ Warming appliances/steaming trays, both electric and solid fuel types, shall be located inside tents. They will be monitored by the event organizers, the County Health Department and the LCFPD. The intent is that food preparation will occur within the tent.
- _____ Deep-fat fryers and other unique appliances for the cooking and holding of food until served will be reviewed by LCFPD and are only approved on a case-by-case basis. If approved, a Class K portable fire extinguisher shall be located within 30 feet of the fryer.
- _____ UL 300 hood systems and K extinguisher required for food service trucks. Health and Safety Code §114149.1 (a)
- _____ If the appliances used would require food preparation to occur outside, the Fire Marshal may evaluate the heat potential of the appliance and approve its' use within the tent.

Authority

Permits, approvals and inspections shall be in accordance with the Current California Code of Regulations-Title 19 (Chapter 2), California Fire Code. (Section 906 & Chapter 24), California Building Code (Chapter 31E), California Health & Safety Code (Division 104, Part 7, and Chapter 4), LCFPD and the Lake County Health Department.

Fire Official _____ Event Official _____ Date: __/__/____
Signature Signature