



SANTA CLARA FIRE DEPARTMENT

FIRE PREVENTION AND HAZARDOUS MATERIALS DIVISION



Outdoor Special Events

This standard is a summary of Fire Department clarifications of City and State Codes. Information contained herein applies to typical circumstances and may not address all situations.

SCOPE:

This standard shall apply to outdoor special events, including, but not limited to, carnivals, fairs, farmers markets, street dances, concerts, or other special events where the public gathers on public or private property.

CODE REQUIREMENTS:

❖ California Fire Code, Sections 105.6.5 & 105.6.53

DEFINITIONS:

Air-inflated Structure: A structure that uses air-pressurized membrane beams, arches or other elements to enclose space. Occupants of such a structure do not occupy the pressurized areas used to support the structure.

Air-supported Structure – A structure wherein the shape of the structure is attained by air pressure, and occupants of the structure are within the elevated pressure area.

Cooking Booths: Booths where food is prepared by a heating or cooking process such as but not limited to grilling, frying, barbecuing, flambé, deep fat frying, baking, warming, and boiling.

Deep fat frying: Any cooking operation or process whereby the product floats or is submerged in hot oil during the cooking process.

Membrane Structure: An air inflated, air-supported, cable or frame-covered structure as defined by the California Building Code and not otherwise defined as a tent and used for a period of time not exceeding 180 days.

Outdoor Special Events: Outdoor special events shall include carnivals, fairs, farmers markets, street dances, concerts, or other special events where the public gathers for recreation.

Temporary Stage Canopy: A temporary ground supported membrane-covered frame structure used to cover stage areas and support equipment in the production of outdoor entertainment events.

Tent: Any structure, enclosure or shelter, with or without side walls or drops, constructed of fabric or pliable material supported by any manner except by air or contents that it protects.

Vendor Booths: Includes all booths other than cooking booths.

PERMIT APPLICATION:

A complete special event permit application plans, and fees shall be submitted at the time of application. Incomplete application will not be accepted.

1. Permit applications can be obtained at the Fire Prevention and Hazardous Materials Division, or on the City of Santa Clara website at www.santaclaraca.gov.
2. Permit application shall be submitted a minimum of 30-days prior to the date of event in order to avoid additional fees.

3. A site inspection prior to the event is required after the event has been erected, and all of the components set-up or erected. All inspections shall be scheduled a minimum of 7-days prior to the date of the event.
4. It is the applicant's responsibility to obtain all required City permits (i.e., Building Inspection, Planning, Engineering, Public Works, etc.).

CONSTRUCTION PLANS:

Construction plans shall comply with the following:

1. A minimum of two sets of plans and/or calculations shall be submitted for review and approval.
2. **Site Diagram:** Scaled or dimensioned plans shall show (at a minimum) all of the information noted below:
 - a. Enclosure details (e.g. fenced enclosure or similar). Tents and temporary membrane structures, covered stages, and square footage and intended use of each.
 - b. Stages & platforms.
 - c. Food and vendors booths.
 - d. Location of all buildings in the vicinity (as applicable).
 - e. Location and width of all fire apparatus emergency access roadways.
 - f. Specific areas for parking of vehicles shall be detailed on the site plan.
 - g. Location of generators, or electrical power.
 - h. Locations of any additional emergency power supplies if required.
 - i. Other information as determined necessary.
 - j. See Exhibit #1 for example.
3. **Floor Plan:** Scaled or dimensioned plans shall show (at a minimum) all of the information noted below
 - a. Tents and coverage stages structural details
 - b. Proposed seating arrangements (i.e., tables, chair, stage, band, standing room, etc.).
 - c. Stages & platforms.
 - d. Locations and dimensions of tables.
 - e. Locations and type of all other interior obstacles.
 - f. Exit locations.
 - g. Exit dimensions.
 - h. Exit signage to be utilized.
 - i. Emergency lighting.
 - j. Locations of all emergency exit pathways shall be maintained at all times.
 - k. Locations and type of emergency lighting, including proposed power source(s).
 - l. Locations and type of exit signs.
 - m. Locations of portable fire extinguishers.
 - n. Type of floor surface proposed.
 - o. Interior furnishings.
 - p. Bonding of chair if required.
 - q. Transformers, Electrical bridges.
 - r. See Exhibit #2 for example.
4. **Anchorage of Tents/Structural Plans and Calculations:**
 - a. Tents 401 to 900 square feet shall be secured with concrete ballasts, or stakes.
 - b. Tents 901 to 1999 square feet shall be design by a registered engineer. Submittals shall include a letter stamped by the registered engineer certifying the anchorage details contained in the submittal.
 - c. Tents 2000 square feet or greater or 20 feet in height require structural plans and calculations to be submitted by a California registered engineer. Plans are also required to be submitted to the Building Division for a Building permit.

- d. Stage canopies in excess of 400 square feet require structural plans and calculations to be shall be submitted by a California registered engineer. Plans are also required to be submitted to the Building Division for a Building permit.

TENTS AND MEMBRANE STRUCTURES:

1. **Location:** Tents or temporary membrane structures shall not be located within 20 feet of lot lines, buildings, other tents or temporary 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, tent, or canopy.
Exceptions:
 - 1) Separation distance between tents and membrane structures not used for cooking is not required when the aggregate floor area does not exceed 15,000 square feet.
 - 2) Tents and temporary membrane structures need not be separated from buildings when “all the following” conditions are met:
 - a) The aggregate floor area of the tents and temporary membrane structures shall not exceed 10,000 square feet;
 - b) The aggregate floor area of the building and tents and temporary membrane structures shall not exceed the allowable floor area, including increases, as indicated in the California Building Code;
 - c) Required means of egress provisions are provided for the building and the tents and temporary membrane structures including travel distances;
 - d) Fire apparatus access roads are provided in accordance with Section 503 related to building and temporary structures.
2. Membrane structures having an area of 15,000 square feet or more shall be located not less than 50 feet from any other tent or structure as measured from the sidewall of the tent or membrane structure, unless joined together by a corridor.
3. Membrane structures that are erected on buildings, balconies, decks or other structures shall be regulated as permanent membrane structure in accordance with Section 3102 of the California Building Code.
5. Tents or membrane structure are allowed to be joined together by means of corridors. Exit doors shall be provided at each end of such corridor. On each side of such corridor and approximately opposite each other, there shall be provide openings not less than 12 feet wide.
6. An unobstructed fire break passageway or fire road not less than 12 feet wide, and free from guy ropes or other obstructions, shall be maintained on all sides of all tents and temporary membrane structures, unless otherwise approved.
7. Temporary air-supported and air-inflated membrane structures shall comply with the following:
 - a. During high winds exceeding 50 miles per hour, the use of doors in air supported structures shall be controlled to avoid excessive air loss. Doors shall not be left open.
 - b. Air-supported and air-inflated structures shall have the design and construction of the fabric envelope and the method of anchoring in accordance with Architectural Fabric Structures Institute ASI 77.

- c. An air-supported structure used as a place of assembly shall be furnished with not less than 2 blowers, each of which has adequate capacity to maintain full inflation pressure with normal leakage. The design of the blower shall be so as to provide integral limiting pressure at the design pressure specified by the manufacturer.
 - d. Places of public assembly for more than 200 persons shall be furnished with either a fully automatic auxiliary engine-generator set capable of powering one blower continuously for 4 hours, or supplementary blow power by an internal combustion engine which shall be automatic in operation.
8. Seating in tents or other membrane structures shall be in accordance with Chapter 10 of the California Fire/Building Code. Detailed plans shall be incorporated into all submittals.
9. Means of egress from tents and temporary membrane structures shall comply with the following:
- a. Exits shall be spaced at approximately equal intervals around the perimeter of the tent and temporary membrane structure and shall be located such that all points are 100 feet or less from an exit.
 - b. Tents and temporary membrane structures or a useable portion thereof, shall have at least one exit and not less than the number of exits required by Table 3103.12.2. The total width of means of egress in inches shall not be less than the total occupant load served by a means of egress multiplied by 0.2 inches per person.

**CFC, TABLE 3103.12.2 EXCERPT
MINIMUM NUMBER OF MEANS OF EGRESS AND
MEANS OF EGRESS WIDTHS FROM TEMPORARY
MEMBRANE STRUCTURES AND TENTS**

OCCUPANT LOAD	MINIMUM NUMBER OF MEANS OF EGRESS	MINIMUM WIDTH OF EACH MEANS OF EGRESS (inches)	MINIMUM WIDTH OF EACH MEANS OF EGRESS (inches)
		Tent or Canopy	Membrane Structures
10 to 199	2	72	36
200 to 499	3	72	72
500 to 999	4	96	72
1,000 to 1,999	5	120	96
2,000 to 2,999	6	120	96
Over 3,000a	7	120	96

a. When the occupant load exceeds 3,000, the total width of the means of egress (inches) shall not be less than the total occupant load multiplied by 0.2 inches per person.

10. Exit openings from tents shall remain open unless covered by a flame resistant curtain. The curtain shall comply with the following:
- a. Curtains shall be free sliding on a metal support. The support shall be a minimum of 80 inches above the floor level at the exit.
 - b. The curtains shall be so arranged that, when open, no part of the curtain obstructs the exit. Curtains shall be of a color, or colors, that contrast with the color of the tent.

11. Exit doors shall swing in the direction of exit travel. To avoid hazardous air and pressure loss in air supported membrane structures, such doors shall be automatic closing against operating pressures. Opening force at the door edge shall not exceed 15 pounds.
12. The width of aisles without fixed seating shall be in accordance with the following:
 - a. Areas serving employees only - The minimum aisle width shall be 24 inches but not less than the width required by the number of employees served.
 - b. Public areas - Smooth surfaced, unobstructed aisles having a minimum width of not less than 44 inches shall be provided from seating areas, and aisles shall be progressively increased in width to provide, at the points, not less than 1 foot of aisle width for each 50 persons served by such aisle at the point.
13. Areas Without Fixed Seating: The number of occupants shall be computed at the rate of one occupant per unit of area as prescribed in Table 1004.1.2 of the California Fire Code. For areas without fixed seating, the occupant load shall not be less than the number determined by dividing the floor area under consideration by the occupancy as set in Table 1004.1.2. Where an intended use is not listed in Table 1004.1.2, the Fire Prevention and Hazardous Materials Division shall determine the square footage factor to be used to calculate the occupant load.

**CFC, TABLE 1004.1.2 EXCERPT
ASSEMBLY AREAS WITHOUT FIXED SEATING**

ASSEMBLY AREAS WITHOUT FIXED SEATING	
Concentrated (chairs only)	7 net
Standing Space	5 net
Unconcentrated (tables and chairs)	15 net

14. When more than 299 loose seats, folding chairs or similar seating facilities are used and not fixed to the floor, the chairs shall be bonded together in-groups of three or more.
15. Where seating rows have 14 or fewer seats, the minimum clear aisle access ways width shall not be less than 12 inches measured as the clear horizontal distance from the back of the row ahead and the nearest projection of the row behind. Where any chair in the row does not have an automatic or self-rising seat, the measurements shall be made with the seat in the down position.
16. Single Access: For rows of seating served by an aisle or doorway at only one end of the row, the minimum clear width of 12 inches between rows shall be increased by 0.6 inch for every additional seat beyond seven seats, but the minimum clear width is not required to exceed 22 inches. Distance measured as the clear horizontal distance from the back of the row ahead and the nearest projection of the row behind.
17. Dual Access: For rows of seating served by aisles or doorways at both ends, there shall not be more than 100 seats per row. The minimum clear width of 12 inches between rows shall be increased by 0.3 inch for every additional seat beyond 14 seats, but the minimum clear width is not required to exceed 22 inches.
18. Every room or space that is assembly occupancy shall have that occupant load of the room posted in a conspicuous place.
19. Exits, aisles and passageways shall not be blocked or have their minimum clear width obstructed in any manner.

20. Exit signs shall be clearly marked. Exit signs shall be installed at required exit doorways and where otherwise necessary to indicate clearly the direction of egress when the exit serves an occupant load of 50 or more.
21. Exit signs shall be either listed and labeled self-luminous type or shall be internally or externally illuminated by luminaries supplied in the following manner:
 - a. Two separate circuits, one of which shall be separated from all other circuits, for occupant loads of 300 or less; or
 - b. Two separate sources or power, one of which shall be an approved emergency system, shall be provided when the occupant load exceeds 300. Emergency systems shall be supplied from storage batteries or from the onsite generator set, and system shall be installed in accordance with the California Electrical Code. The emergency system provided shall have a minimum of duration of 90 minutes when operated at full design demand.
22. Means of egress shall be illuminated with light having an intensity of not less than 1 foot candle at floor level while the structure is occupied. Fixtures required for means of egress illumination shall be supplied from a separate circuit or source of power. Means of egress illumination shall be provided for 50 or more persons.
23. The required width of exits, aisles, and passageways shall be maintained at all times to a public way, or safe dispersal area. Guy wires, guy ropes, and other support members shall not cross a means of egress at a height of less than 8 feet. The surface of means of egress shall be maintained in an approved manner.
24. All tents manufactured for sale, sold, rented, offered for sale, or used in California shall be made from non-flammable material or one of the following flame-resistant fabrics or materials approved by the State Fire Marshal:
 - a. Fabrics complying with the State Fire Marshal's requirements for flame resistance for exterior use.
 - b. Fabrics complying with the flame-resistance required set forth in CPAI-84 (A Specification for Flame Resistance Materials Used in Camping Tentage).
25. Tents and Membrane structures shall have a permanently affixed label bearing the identification of size fabric or material type.
26. Hay, straw, shavings, or similar combustible materials shall not be located within the tent or temporary membrane structure containing an assembly occupancy, except the materials necessary for the daily feeding and care of animals. Sawdust and shavings utilized for the public performance or exhibit shall not be prohibited, provided the sawdust and shavings are kept damp. Combustible materials shall not be permitted under stands of seats at any time.
27. Combustible vegetation shall be removed from the area occupied by a tent or temporary membrane structure, and from areas within 50 feet of such structure.
28. The floor surface inside tents and temporary membrane structures and the ground outside and within a 30 foot perimeter, shall be kept clear of combustible waste. Such waste shall be stored in approved containers until removed from the premises.
29. Smoking shall not be permitted in tents or temporary membrane structures. Approved "NO SMOKING" signs shall be conspicuously posted throughout the structure.

30. Open flame or other devices emitting flame, fire, or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or temporary membrane structure while open to the public unless approved.
31. Fireworks or special effects shall not be used within 100 feet of tents and temporary membrane structures. A separate permit application is required to be submitted.
32. Spot or effect lighting shall only be by electricity, and all combustible construction located within 6 feet of such equipment shall be protected with approved noncombustible insulation not less than 9.25 inches thick.
33. There shall be a minimum clearance of at least 3 feet between the fabric envelope and all contents located inside the tent or temporary membrane structure.
34. Provide one minimum 2A:10B:C fire extinguisher every 75 feet of travel distance. The top portion of the portable fire extinguishers shall be mounted between 3 and 5 feet above the floor. All fire extinguishers shall be serviced and tagged annually by a licensed contractor.
35. Heating and cooking equipment shall be in accordance with the following sections:
 - a. Installation: Heating or cooking equipment, tanks, piping hoses, fittings, valves, tubing, and other related components shall be installed as specified in the California Mechanical Code.
 - b. Venting: Gas, liquid and solid fuel burning equipment designed to be vented shall be vented to the outside air as specified in the California Mechanical Code. Where vents or flues are used, all portions of the tent or temporary membrane structure shall be not less than 12 inches from the flue or vent.
 - c. Location: Cooking and heating equipment shall not be located within 10 feet of exits or combustible material.
 - d. Operations: 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.
 - e. Cooking tents: Tents where cooking is performed shall be separated from other tents and temporary membrane structures by a minimum of 20 feet.
 - f. Outdoor cooking: Outdoor cooking that produces sparks or grease laden vapors shall not be performed within 20 feet of a tent or temporary membrane structure.
 - g. Electrical heating and cooking equipment: Electrical cooking and heating equipment shall comply with the California Electrical Code.
36. LP-Gas: General LP-gas equipment such as tanks, piping, hoses, fittings, valves, tubing, and other related components shall be approved and in accordance with Chapter 38 and the California Mechanical Code.
 - a. Location of containers: LP-gas containers shall be located outside. Safety release valves shall be pointed away from the tent or temporary membrane structure.
 - b. Containers 500 gallons or less: Portable LP-gas containers with a capacity 500 gallons or less shall have a minimum separation between the container and structure, property lines, public ways, or other containers of not less than 10 feet.

- c. Containers more than 500 gallons: Portable LP-gas containers with a capacity of more than 500 gallons shall have a minimum separation between the container and structures, property lines, public ways, or other containers of not less than 25 feet.
 - d. Protection and security: Portable LP-gas containers, piping, valves, and fittings which are located outside an area being used to fuel equipment inside a tent or temporary 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 securely fastened in place to prevent unauthorized movement.
37. Flammable and Combustible Liquids: The storage of flammable and combustible liquids and the use of flammable-liquid-fueled equipment shall comply with the following:
- a. Use: Flammable-liquid-fueled equipment shall not be used in tent or membrane structures.
 - b. Flammable and combustible liquid storage: Flammable and combustible liquids shall be stored outside in an approved manner not less than 50 feet from tents and temporary membrane structures.
 - c. Refueling: Refueling shall be performed in an approved location not less than 20 feet from tents and membrane structures.
38. Display of Motor Vehicles: The display of motor vehicles shall be in accordance with the following:
- a. Batteries shall be disconnected in an appropriate manner.
 - b. Vehicles or equipment shall not be fueled or defueled within the tent, or membrane structure.
 - c. Fuel in the fuel tank shall not exceed one-quarter of the tank capacity or 5 gallons, whichever is less.
 - d. Fuel systems shall be inspected for leaks.
 - e. Fuel tank openings shall be locked and sealed to prevent the escape of vapors.
 - f. The location of vehicles or equipment shall not obstruct means of egress.
 - g. When a compressed natural gas (CNG) or liquefied petroleum gas (LP-gas) powered vehicle is parked inside a place of assembly, all the following conditions shall be met:
 - h. The quarter-turn shutoff valve or other shutoff valve on the outlet of the CNG or LP-gas container shall be closed and the engine shall be operated until it stops. Valves shall remain closed while the vehicle is indoors.
 - i. The hot lead of the battery shall be disconnected.
 - j. Dual fuel vehicles equipped to operate on gasoline and CNG or LP gas shall comply with this section and sections CFC, Chapter 24 for gasoline powered vehicles.
39. Liquid and gas fueled vehicles and equipment used for competition or demonstration within a tent or temporary membrane structure shall comply with the following:
- a. Fuel for vehicles or equipment shall be stored in approved containers in an approved location outside of the structure no less than 50 feet from tents or canopies.
 - b. Refueling shall be performed outside of the structure no less than 20 feet from tent or canopies.

- c. Fuel spills shall be cleaned up immediately.

STAGE CANOPIES:

The following documents shall be submitted to the fire code official and the building official for review before a permit is approved:

1. Construction documents: Construction documents shall be prepared in accordance with the California Building Code by a registered design professional. Construction documents shall include:
 - a. A summary sheet showing the building code used, design criteria, loads and support reactions.
 - b. Detailed construction and installation drawings.
 - c. Design calculations.
 - d. Operating limits of the structure explicitly outlined by the registered design professional including environmental conditions and physical forces.
 - e. Effects of additive elements such as video walls, supported scenery, audio equipment, vertical and horizontal coverings.
 - f. Means for adequate stability including specific requirements for guying and cross-bracing, ground anchors or ballast for different ground conditions.
2. Temporary stage canopies shall be located a distance from property lines and buildings to accommodate distances indicated in the construction drawings for guy wires, cross-bracing, ground anchors or ballast. Location shall not interfere with egress from a building or encroach on fire apparatus access roads.
3. The means of egress for temporary stage canopies shall comply with Chapter 10.
4. The owner of the temporary stage canopy shall designate in writing a person to have responsibility for the temporary stage canopy on the site. The designated person shall have sufficient knowledge of the construction documents, manufacturer's recommendations and operations plan to make judgments regarding the structure's safety and to coordinate with the fire code official.
5. The operations plan shall reflect manufacturer's operational guidelines, procedures for environmental monitoring and actions to be taken under specified conditions consistent with the construction documents.
6. The owner of a temporary stage canopy shall employ a qualified, independent approved agency or individual to inspect the installation of a temporary stage canopy.
7. The inspecting agency or individual shall furnish an inspection report to the fire code official. The inspection report shall indicate that the temporary stage canopy was inspected and was or was not installed in accordance with the approved construction documents. Discrepancies shall be brought to the immediate attention of the installer for correction. Where any discrepancy is not corrected, it shall be brought to the attention of the fire code official and the designated responsible party.

COOKING BOOTHS:

1. All fabrics or membranes covering cooking booths shall be certified flame retardant or treated with a fire-retardant paint or spray.

2. Decorative materials shall be inherently fire resistive; or shall be treated with a fire-retardant paint or spray.
3. If utilized flooring materials used within cooking booths and cooking equipment shall be non-combustible or fire-retardant

Exception: 3/8" plywood or similar material.

4. Each cooking booth shall have at least one exit-way, a minimum three (3) feet wide and 6'8" high. Booth frames shall not obstruct exit paths.
5. Cooking booths shall have a minimum clearance of ten (10) feet on at least two sides with clearance of at least ten (10) feet from any vendor booth.
6. A minimum ten (10) foot separation shall be provided between every ten connected cooking booths.

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 shall require a sample of material measuring 2 inches by 12 inches.

COOKING EQUIPMENT:

1. All interior cooking equipment shall be of an approved type, and open-flame cooking shall be located a minimum of 18 inches from booth back/side drop materials.
2. Camping type stoves may be used only under the following conditions:
 - a. Kerosene or gasoline shall not be used to fuel stoves;
 - b. Liquid fuel shall not be added to stoves inside booths;
 - c. Fuel capacity for each appliance shall not exceed two (2) gallons;
 - d. Extra fuel shall not be stored inside booths.
3. Butane and propane equipment shall conform to the following:
 - a. Maximum fuel quantity inside each booth shall not exceed ten (10) gallons;
 - b. Shut off valves shall be provided at each fuel source;
 - c. Cooking appliances shall have an ON-OFF valve located far enough away from the appliance to be safely shut off in case of fire;
 - d. The booth operator shall test all connections for leaks with a soap and water solution;
 - e. Fuel tanks shall be protected from damage and secured in an upright position;
 - f. Hoses shall be of a type approved for use with the equipment and fuel type;
 - g. Tanks not in use shall be turned off;
 - h. Extra fuel tanks shall not be stored in booths;

- i. Unused fuel cylinders shall be stored in a secured position. Maximum outside storage is ten (10) gallons.

Note: Specialized cooking equipment used outside of booths may have larger tanks when approved by the Fire Prevention and Hazardous Materials Division.

CHARCOAL COOKING:

1. Cooking areas shall not be accessible to the public. Fencing or barricades shall be installed as necessary.
2. Use only an electric starter or commercially sold lighter fluid.
3. Charcoal cooking and storage of lighter fluid is prohibited inside booths.
4. Charcoal cooking shall be located a minimum of ten (10) feet away from booths and in areas away from public access.
5. Charcoal cooking shall be located at least ten (10) feet away from combustible structures and parked vehicles.
6. Coals shall be disposed of in metal containers approved by the Fire Prevention and Hazardous Materials Division.

DEEP FAT FRYING, FLAMBE, AND OPEN FLAME COOKING:

1. Cooking areas shall not be accessible to the public. Fencing or barricades shall be installed as necessary.
2. Deep fat frying, flambé, and open flame cooking operations shall be located outside of booths and no closer than 18 inches from any combustible material.
3. Deep fat frying equipment shall be equipped with a temperature regulating device or other method of regulating temperatures approved by the Fire Prevention and Hazardous Materials Division.
4. Separation shall be maintained with a minimum of three (3) feet clearance between deep fat frying and flambé or open flame cooking.

VENDOR BOOTHS:

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

FIRE EXTINGUISHERS:

1. Each cooking booth shall be equipped with a fire extinguisher with a minimum rating of 2A: 10B:C. Booths with deep fat frying or flambé cooking shall be equipped with an extinguisher rated for class "K" fires.
2. Cooking booths shall be equipped with visible and accessible fire extinguishers mounted adjacent to the exit.

3. For vendor booths, the maximum travel distance to a fire extinguisher with a minimum rating of 2A:10B:C shall not exceed 75 feet.
4. 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.
5. All fire extinguishers shall be serviced and tagged annually by a licensed contractor.

FOOD TRUCKS:

Below is a summary of the food truck requirements. See our Mobile Food Facilities Standard for additional information.

1. Cooking within a food trucks with Type I hoods producing grease laden vapors shall be equipped with automatic fire extinguishing systems in compliance with UL 300.
2. The pre-engineered suppression system shall have current inspection tag (required to be serviced at least every 6 months).
3. Fire extinguishers with a Class K rating shall be provided for hazards where there is a potential for fires involving combustible cooking media (vegetable or animal oils and fats).
4. Generators shall be placed in locations approved by the authority having jurisdiction for Outdoor Special Events use. Generator placement shall be a minimum of 20 feet away from tents and canopies and their locations shall be inaccessible to the public and cordoned off with caution tape.
5. Each generator shall have a minimum 40B:C rated fire extinguisher near its location and accessible for use.
6. Food trucks with pre-plumbed (inboard) gasoline generators are allowed to operate provided they are compliant with the California Mechanical and Electrical Codes.
7. Under no circumstances shall gasoline be stored in Food Trucks or on site.
8. Refueling of approved generators is prohibited during event hours. During approved refueling times, no smoking or open flames shall be within twenty five (25) feet of refueling operations.
9. Extension cords and cables shall be of a grounded type and approved for outdoor use. Extension cords shall not be frayed, worn, or in pedestrian traffic areas unless they are secured. Cables shall be provided with cable ramps.
10. All electrical power shall be in locations free from potential water intrusion and not located near gutters or storm drains.
11. Fuel line fittings shall be visually checked for leaks before any generator is operated.

LIQUEFIED PETROLEUM GAS (LP-Gas):

1. LP-gas cylinders shall be secured in the upright position;
2. LP-gas cylinders shall not be stored in the food truck;
3. LP-gas cylinders, piping, valves and fittings located outside the food truck shall be adequately protected to prevent tampering, damage by vehicles or other hazards;

4. LP-gas piping, valves and fittings shall be leaked tested prior to use.

GENERATORS

1. The generator and electrical shall be in accordance with the following:
 - a. Generators and other internal combustion power sources shall be separated from tents or temporary membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure, or other approved means.

Note: Contact the Santa Clara, Building Division for their permit requirements for all generators.
 - b. System shall be isolated from the public by fencing, or other approved method.
 - c. All electrical controls, breakers, fuses and switches must be enclosed in approved enclosures.
 - d. All electrical systems must be properly grounded.
 - e. Extension cords shall be of a grounded type, and approved for exterior use. Extension cords on the ground or in areas traveled by the public must be placed in trenches or protected by approved covers (i.e., electrical bridges).
 - f. Generators shall not be refueled during event hours. Extra fuel shall not be stored during event hours.
 - g. Smoking and open flames shall be prohibited within 25 feet of refueling operations.
 - h. 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.

ELECTRIC POWER CORDS & EQUIPMENT:

1. Extension cords shall be of a grounded type, and approved for exterior use. E
2. Extension cords on the ground or in areas traveled by the public must be placed in trenches or protected by approved covers (i.e., electrical bridges).
3. Cords must be plugged directly into an approved receptacle and shall serve only one appliance.
4. The current capacity of the cord in amperes shall not be less than the rated capacity of the appliance or fixture and the cord. (recommended minimum of 12 AWG extension cords be used minimum)
5. Extension and appliance cords shall be in good condition without splices, deterioration or damage.
6. Extension and appliance cords shall be of the grounded type when serving grounded appliances or fixtures.
7. Extension cords may not be run in series.

FIRE DEPARTMENT ACCESS:

1. All Fire Department emergency access roadways shall be maintained at a minimum of fourteen (20) feet wide at all times during street fairs. Fire Department access lanes shall not be obstructed in any manner at any time.
2. A minimum three (3) foot clear space shall be maintained around the circumference of fire hydrants. A minimum access width of three (3) feet shall be provided to the hydrant at all times.

CROWD MANAGERS:

Trained crowd managers shall be provided for events where more than 1,000 persons congregate. One trained crowd manager shall be provided for every 500 persons congregating.

STANDBY PERSONNEL:

1. When, in the opinion of the Fire Prevention and Hazardous Materials Division, it is essential for public safety due to the number of persons, or the nature of the performance, exhibition, display, contest or activity, the owner, agent, or lessee shall employ one or more qualified persons, as required and approved, to remain on duty during the times such places are open to the public, or when such activity is being conducted.
2. Before each performance or the start of such activity, standby personnel shall keep diligent watch for fires during the time such place is open to the public or such activity is being conducted and take prompt measures for extinguishment of fires that occur and assist in the evacuation of the public from the structure.

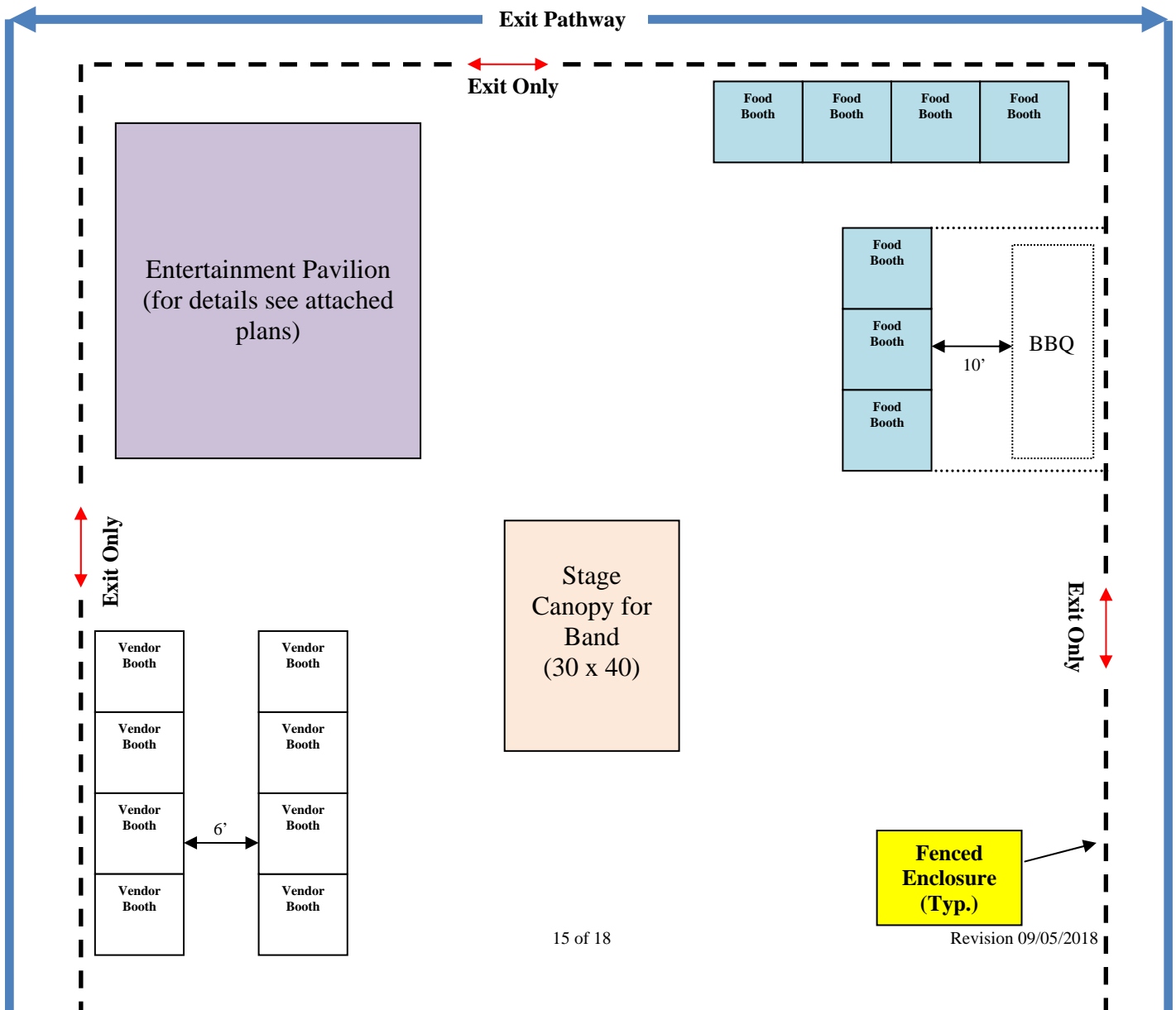
INSPECTION SCHEDULING:

Inspection appointments can only be made by the permit applicant or designated representative. It is the responsibility of the permit applicant or designated representative to have a representative to be present at all inspections inspection. Failure to do so will result in the cancellation of the inspection and a re-inspection fee will be assessed.

SMART PERMIT INFORMATION SYSTEM:

The City of Santa Clara offers you the opportunity to check the status of you fire permits on-line. To access the Smart Permit Information System log at <http://smartpermit.santaclaraca.gov/tm bin/tmw cmd.pl?tmw cmd=StatusQueryForm&tmw query=PublicCase>. You can search the system using your Case Number (Permit number: FIR2018-00001), Project Name, Applicant Name or the address of the project.

EXHIBIT #1: Site Plan Example



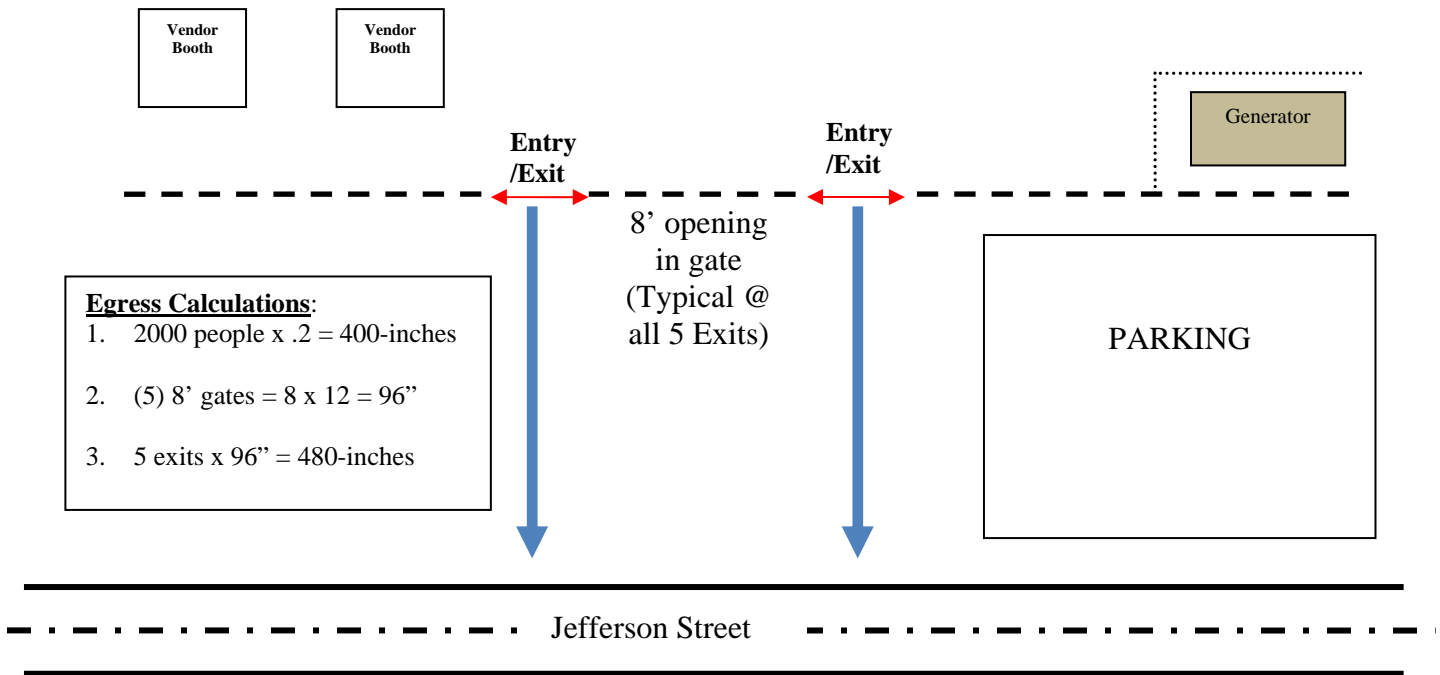
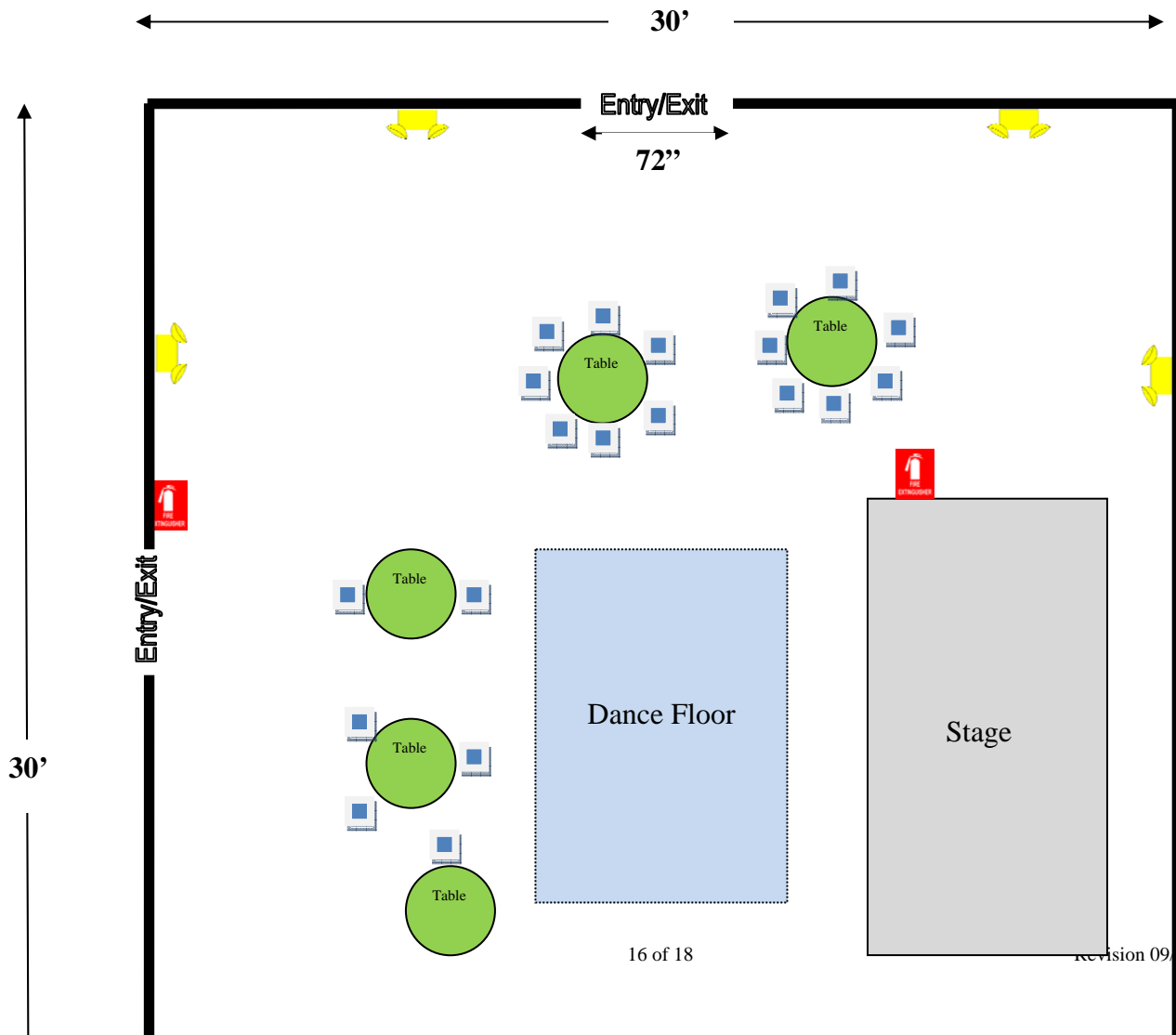


EXHIBIT #2: Floor Plan Example



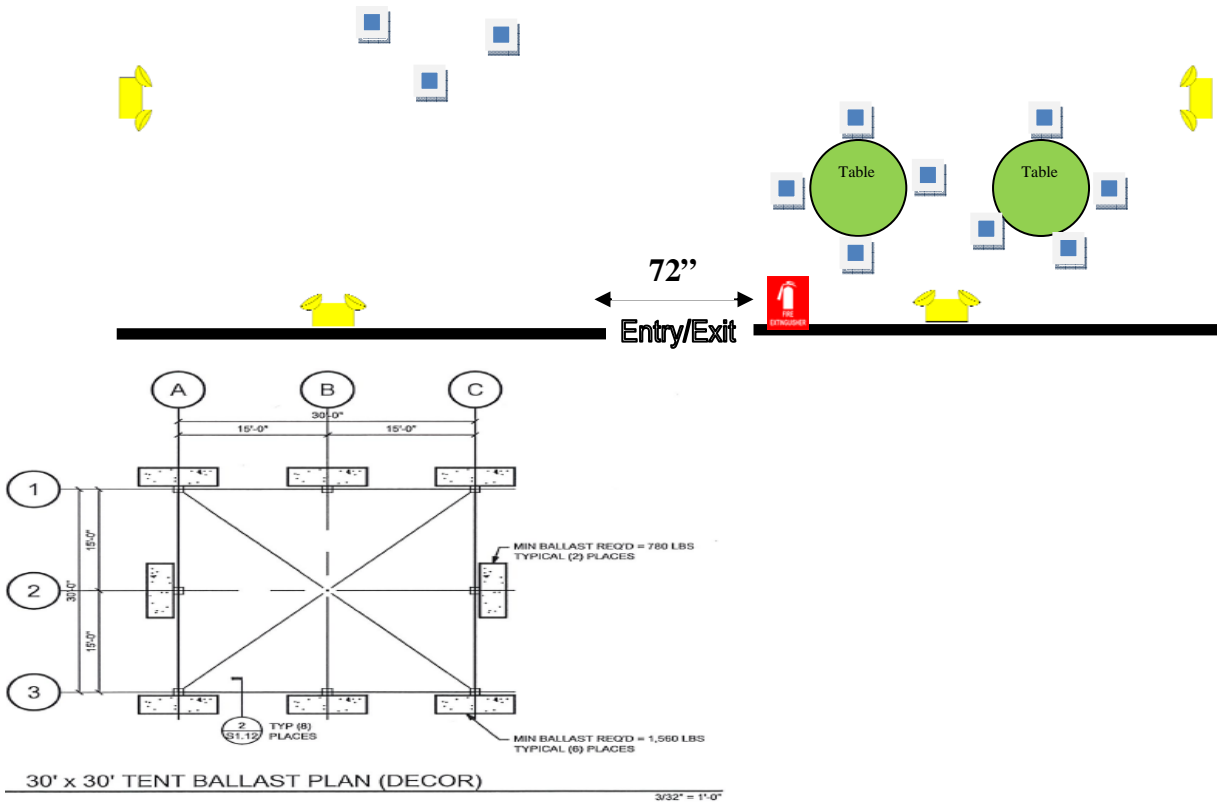
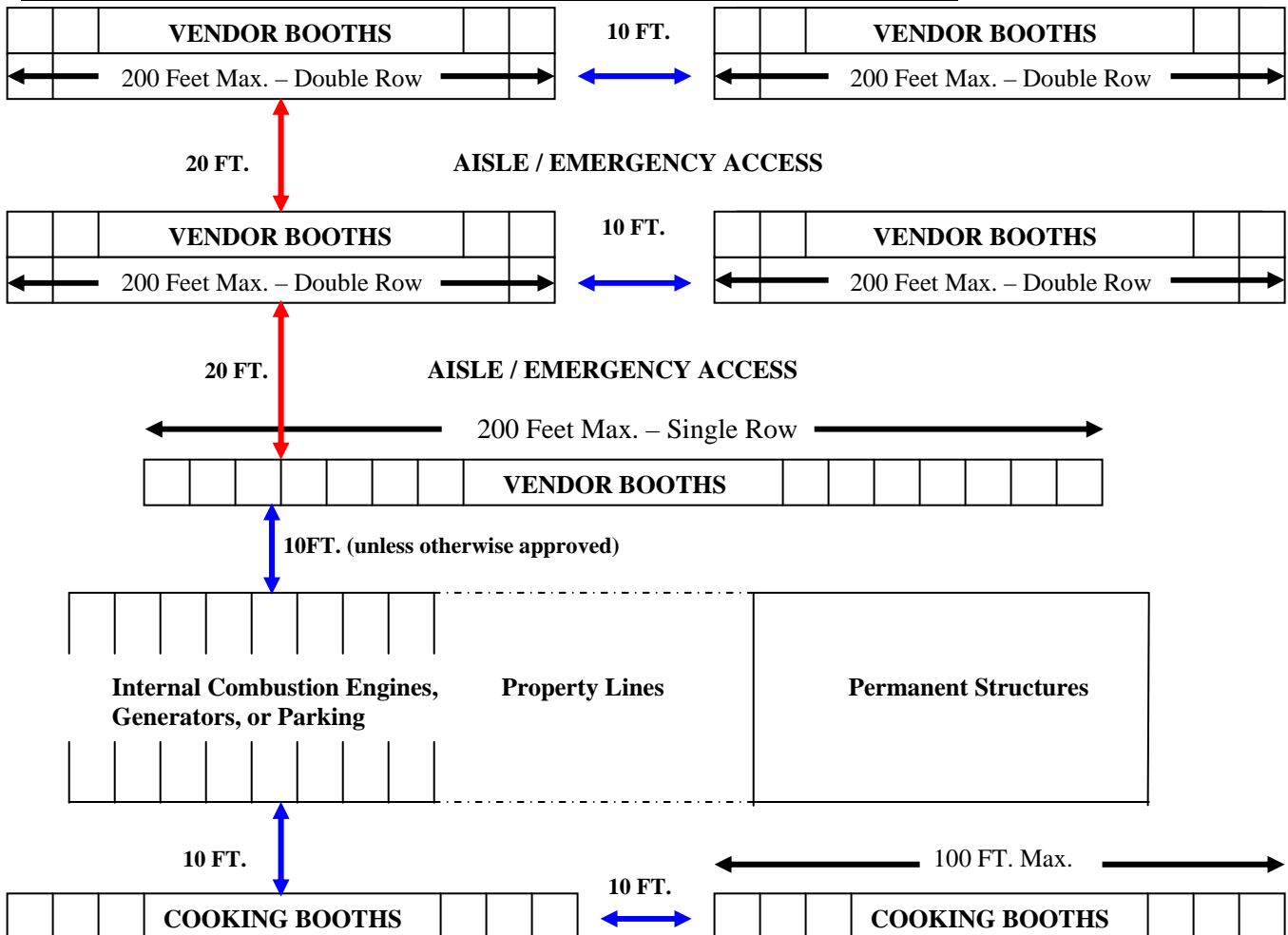
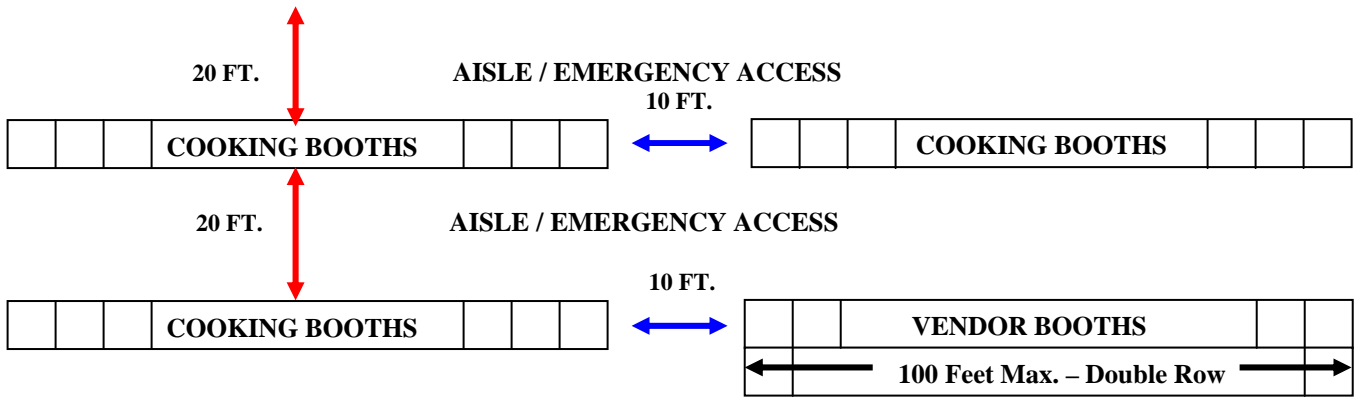


EXHIBIT #3: Food & Vendor Booth Location Details





Notes:

- Depending on the width of the street/roadway booths may be required to be staggered along the street/roadway to ensure proper fire department access.
- Cooking Booths are limited to single rows only. Back-to-back rows are not permitted. Maximum length of row is 100 feet.
- Vendor & cooking booths shall not obstruct exiting from adjacent spaces at any time.

EXHIBIT #4: Food & Vendor Booth Location Details

