



North Lauderdale Department of Fire and Rescue Services Fire Prevention Bureau

6151 Bailey Road
North Lauderdale, Florida 33068
954 720-4315 Main Number
954 979-5982 Fax Number

SPECIAL EVENT/CARNIVALS/FAIRS FIRE INSPECTION INFORMATION AND PLAN SUBMITTAL REQUIREMENTS

A **Safety Plan** is required for review by the Fire Prevention Bureau for any Special Event/Carnival/Fair. The Safety Plan must include but not limited to all of the information listed below. ***If any portion does not apply, a note must be provided on the plan stating that it is not applicable.*** If any portion of the requested information is not provided or clarified, the plan will be returned for that provision or clarification to be made and a re-examination fee may apply. Should you have any questions, please contact the Fire Prevention Bureau with the information provided in the letterhead.

THE SAFETY PLAN MUST INCLUDE BUT LIMITED TO ALL OF THE FOLLOWING:

Applicable State of Florida Fire Prevention Codes:

- NFPA 1 - Uniform Fire Code (5th Edition): Chapter 10.15 Special Outdoor Events, Carnivals, and Fairs, Chapter 11.1 Electrical Fire Safety, Chapter 18 Fire Department Access and Water Supply, Chapter 25 Grandstands and Bleachers, Folding and Telescopic Seating, Tents, and Membrane Structures
- NFPA 96 (2011 Edition) Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations
- The Florida Fire Prevention Code Broward County Local Amendments

1. A Scaled Plan with the scale indicated (**USE 1/4" OR 1/8" SCALE**)
2. A North Directional Indicator
3. A Detailed Scope of Work/Event Plan/Brief Narrative describing the event.
4. Dates and times of the event
5. Location of the event
6. What is the estimated number of attendees
7. Will there be any tents, canopies, air supported structures, rides, booths, games, or stages used
8. If answering yes to question 7, please submit a complete site plan showing locations of: tents, canopies, air supported structures, rides, booths, games, stages, and type and size of all fire extinguishers
9. Demonstrate/Depict Fire Department Access Routes on Plan (NFPA 1-18).
10. Access for emergency vehicles shall be provided to access to fire protection equipment; placement of stands, concession booths, and

- exhibits; and the control of hazardous conditions dangerous to life and property (NFPA 1-10.15.2).
11. Demonstrate/Depict Fire Hydrant location/s on Plan (NFPA 1-18.)
 12. All carnival rides shall provide a portable fire extinguisher with a minimum 2A10BC rating (NFPA 1-23.1.12.3)

TENTS: NFPA 1 CH 25.2

Tents not occupied by the public and not used for the storage of combustible material shall be permitted to be erected less than 10 feet (120 in.) from other structures

There shall be a minimum of 10 feet (120 in.) between stake lines.

Adjacent tents shall be spaced to provide an area to be used as a means of emergency egress. Where 10 feet (120 in.) between stakes lines does not meet the means of egress, the distance necessary for a means of egress shall govern.

Supply Certificate executed by an approved testing laboratory certifying that the tent(s) and its appurtenances, sidewalls, canopies, tarpaulins, floor coverings, bunting, combustible decorative materials, and effects are as follows:

- a. Composed of flame-resistant material or have been treated with a flame retardant in an approved manner
- b. Meet the requirements for flame resistance as determined in accordance with NFPA 701, *Standard Methods of Fire Tests for Flame Propagation of Textiles and Films*
- c. Flame resistance in accordance with NFPA 701 is effective for the use period of the tent (tents required to have a permanently affixed label bearing the identification of size and fabric or material type; (NFPA 1: 25.2.2)

Certificate of the flame resistance of the tent fabric material, shall include names and addresses of the owners of the structure, date the fabric was last treated with flame resistant solution, trade name or type of chemical used in treatment, name of person or firm treating the material, and name of testing agency and test standard by which the fabric was tested (NFPA 1-25 2.2.)

All stages and large canopy areas are required to have a tagged certified (commercial grade) extinguisher in plain view and proper signage identifying that the extinguisher is present at the location.

Smoking shall not be permitted in any tent. (NFPA 1-25 2.4.2.)

Broward County Amendments to the Florida Fire Prevention Code SECTION F-108: Tents, Air-Supported Structures, Temporary Structures and Uses

F-108 — Tents and Air-Supported Structures

F-108.1 Places Of Assembly: For the purpose of this Section, a place of assembly shall include any circus, sideshow, carnival, tent show, theater, skating rink, dance hall or any other exhibition, production, engagement or offering, or other place of assembly in or under which 50 or more persons may gather for any purpose.

F-108.1.1 General. The Building Official or Fire Code Official is authorized to issue a permit for the erection of temporary structures such as seats, canopies, tents and fences used in construction work or for temporary purposes such as reviewing stands. Such permits shall be limited as to time of service, but shall not be permitted for more than 180 days. Such structures shall be completely removed upon the expiration of the time limit stated in the permit.

a) Temporary structures, such as tents with sides, exceeding 100 sq./ft., and canopies without sides exceeding 225 sq./ft. , containing occupancy or operations that could present a life safety hazard to occupants and/or the general public based on the opinion of the Fire Code Official, shall be required to have a permit issued in conformance with permitting section of NFPA 1 Chapter 1 and this code and be in conformance with the Life Safety provisions of this code and the Florida Building Code. Note: Only fire resistive canopies/tents can be utilized, associated paperwork/Flame Certificate or markings on the canopy are required.
(NFPA 1-25 2.2.)

F-108.8.1 Awnings, tents, canopies, and similar products whether attached or detached from a building shall have a flame spread rating of 25 or less.

ELECTRICAL

Extension cords being used for appliances need to be free from splices, damages, or deterioration. (NFPA 1-11)

Extension cords shall have the proper amp capacity that is not less than the capacity of the appliance. Indoor extension cords may not be used for exterior use (NFPA 1-11)

Extension cords shall be grounded when serving grounded portable appliances (NFPA 1-11)

The electrical system and equipment shall be isolated from the public by proper elevation or guarding, and all electrical fuses and switches shall be enclosed in approved enclosures. Cables on the ground in areas traversed by the public shall be placed in trenches or protected by approved covers (NFPA 1-25.1.9.3).

Using a portable generator for power, the generator must be away from structures a minimum of 5 ft and shall be protected from contact by fencing, enclosure, or other approved means (NFPA 1- 25.). The generator must be properly electrically grounded with a grounding rod if the actual frame of the generator is not contacting the earth.

Using a generator by temporary membrane structures, min. 5 ft and protected from contact by fencing, enclosure, or other approved means. (NFPA 1- 25.1.12.1)

Fuel level in generators should be filled adequately to permit uninterrupted operation during normal operating hours of event. Refueling will be conducted only when not in use. (NFPA 1-25.1.12.2)

Fuel being used in the generators must be in proper fuel containers and properly sealed with appropriate spout covers, caps, etc.

A fire extinguisher (minimum 2A10BC in size) is provided with the use of a generator. (NFPA 1-25.1.12.3)

COOKING REQUIREMENTS

Food trucks shall be inspected prior to operation to determine that all cooking hood systems are in compliance with NFPA 96, NFPA 17/17A with a current range hood system service report.

A minimum of one portable fire extinguisher shall be provided for each concession stand (NFPA 1-10.15.5).

Class K Fire Extinguishers for Cooking Oil Fires. Fire extinguishers provided for the protection of cooking appliances that use combustible cooking media (vegetable or animal oils and fats) shall be listed and labeled for Class K fires (NFPA 1-13.6.7.4.5).

Class K fire extinguishers manufactured after January 1, 2002, shall not be equipped with “extended wand–type” discharge devices (NFPA 1-13.6.7.4.5.1).

Cooking equipment used in fixed, mobile, or temporary concessions, such as trucks, buses, trailers, pavilions, tents, or any form of roofed enclosure, shall comply with NFPA 96, Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations (NFPA 1-50.2.1.9).

Concession stands used for cooking needs a minimum of 10 ft. of clearance on two sides and shall not be located within 10 ft. of amusement rides. (NFPA 1 -10.15.8)

Cooking areas will be separated from the general public by fencing, enclosure, or other approved means.

LP tanks used for appliances are required to be tested and certified by a licensed person or company permitted to work on LP systems. The equipment is to be checked in place on the day of the event and paperwork provided to the Fire Department/Fire Marshal’s Bureau when completed.

LP tanks are to be placed in a crate or stable container, so the LP tank does not have the possibility of falling over.

Compressed gas tanks such a helium tanks used for filling balloons need to be in a stand or secured in a manner, so the tank does not fall over.

Appliances set up on grass surfaces or uneven terrain need to be placed so the equipment is stable from falling over.

NOTE: Special Events including all carnivals, festivals, concerts, and similar assemblies, may require a fire watch based on the safety/site plan review. Please review the city of North Lauderdale Code of Ordinances Article II Section 55 - Fire Prevention and Protection Service Fees.

Revised 6-25-2015