



# PRINCETON FIRE DEPARTMENT



## FIRE MARSHAL'S OFFICE

### Public Gathering & Event Information

December 2022

**Definitions:** **Carnival:** A mobile enterprise principally devoted to offering amusement or entertainment to the public in, upon or by means of portable amusement rides or temporary structures.

**Fair:** An enterprise principally devoted to the exhibition of products in connection with the operation of amusement rides or concession booths.

### **Fire Code Regulations:**

1. A Fire Department permit is required for all carnivals and street fairs. Additional permits may be required for booths or spaces using cooking heating or flame producing equipment. Safety inspections will be conducted by the Fire Department during operation.
2. Fire apparatus access roads shall be provided throughout the event. Access roads are a minimum 24 feet wide. Utility service to booths and stands shall be so located that they do not create a hazard. It is preferred that they be run to the rear of the booth and stands when practical. Site plans shall be submitted to the Fire Prevention Bureau for review prior to the event.
3. Access to fire hydrants and surrounding structures shall be maintained. Fire Hydrants, automatic fire sprinkler system connections and access roads should be identifier on the site plan. The minimum clearance to a fire hydrant or fire department connection (FDC) shall be 7.5 feet from the center of the hydrant or FDC for a total of 15 feet of curb face. Extended carnivals or street fairs may require additional clearance.

### **Concession Stands, Booths and Spaces:**

1. Spacing requirements are based upon the activity of each concession stand, booth or space. The following guidelines shall be followed.
  - a. Concession stands booths and spaces with no open flame and or heat producing devices may be placed side by side provided that the aggregate square footage does not exceed 15,000 sq. ft. Each grouping shall be separated by a minimum of 20 feet.
  - b. Concession stands booths, and spaces associated with barbecues, deep fat frying, and open flame cooking may be placed side by side provided the aggregate square footage does not exceed 200 sq. ft. Cooking appliances shall be outside and separated a minimum of 20 feet from the closest concession stand booth, or space. Each grouping shall be separated by a minimum of 20 feet.
2. All fabric or membrane covered booths must be certified flame retardant and have a State Fire Marshal seal attached.
3. All decorative material shall be treated to comply with NFPA 701 or inherently fire restive. Certification documentation is required.

4. Each booth shall have a minimum of one 30-inch-wide by 6 foot 8-inch-high exit way.

### **Fire Extinguishers:**

1. Fire Extinguisher layout of non-food booths shall be determined upon submittal of site layout plan.
2. Booths with cooking shall provide a Class-K fire extinguisher and a minimum 40-BC rated fire extinguisher. If cooking activity is located outside booth, the 40-BC extinguisher shall be in addition to the 2A:10BC required below. All extinguishers shall be certified for year of use and have a current State Fire Marshal Certification tag attached.
3. All extinguishers shall be visible and accessible at all times, preferably mounted near a point of egress.
4. When a generator is used, one 40-BC fire extinguisher must be located within 50 feet of the generator's location and it must be readily accessible.

### **Cooking Equipment:**

1. All flammable liquid/gas fueled appliances shall be equipped with an accessible on/off valve.
2. Flammable liquid/gas fueled appliances shall have the fuel capacity to operate for the entire day. Refueling in the booth or space in **PROHIBITED**.
3. Spare compressed gas cylinders shall be limited to one 20lb cylinder for each cooking appliance. Spare tanks shall **not** be stored in the booth.
4. All compressed cylinders shall be secured in an upright position. Turn off cylinders not in use.
5. The testing of all connections of pressurized supply lines must be conducted using a soapy water solution.
6. Fuel supply lines shall be in good condition without splices, deterioration or damage. All fuel lines shall be approved for the intended use and pressure regulator shall be attached to pressurized lines.
7. Permitted cooking in booths shall be on sturdy not readily combustible tables and separated from all readily combustible materials by a minimum of 18-inches.
8. Fires used for preparation of food shall be limited to clean firewood or commercially produced briquettes.
9. The device shall not be placed within the fire apparatus roadway or a public access way.
10. All fires shall be constantly attended and extinguished when no longer needed.
11. Only electric starter or charcoal lighter fuels are permitted to start fires. Fuel **may not** be stored in booth.

### **Electrical Equipment:**

1. Electrical equipment and installations shall comply with the Electric Code.
  - Extension cords shall be U.L. listed for their use, located so they do not present a tripping hazard and placed out of foot traffic areas. Secure cords as necessary with tape or ties.
  - Cords must be plugged directly into an approved receptacle and shall serve only one appliance.
  - The current capacity of the cord in amperes shall not be less than the rated capacity of the appliance/fixture and the cord. (Recommended minimum of 12 AWG extension cords be used.

- Extension and appliance cords shall be in good condition without splices deterioration or damage.
- Extension and appliance cords shall be of the grounded type when serving grounded appliances or fixtures.

### **Generator use:**

1. Generators shall be isolated from contact with the public by barrier.
2. Generators shall have the fuel capacity to operate uninterrupted for the event operating hours. If refueling is required, the generator must be shut down and cooled.
3. All cords from generators must not create a tripping hazard or cross fire lanes unprotected.

### **House Keeping and General Fire Safety Requirements:**

1. Flammable and combustible liquid and LP-gas shall not be stored in or within 50 feet of tents and canopies.
2. All weeds, combustible vegetation trash and combustible storage shall be removed from areas adjacent to and within 30 feet of tents and canopies. Floor surfaces inside and within 30 feet of canopies shall be kept free and clear of combustible waste.
3. Gas, solid or liquid-fuel-burning equipment shall be vented to the exterior by means of an approved flue or vent. A 12-inch clearance shall be maintained between the flue or vent and all tent material. Solid-fuel-burning equipment shall be provided with an approved spark arrestor having openings not exceeding  $\frac{1}{4}$  inch wire mesh.
4. **Fire extinguishers with a minimum rating of 2A-10BC shall be provided as follows: one extinguisher for tents and canopies up to 400 square feet in floor area: 2 extinguishers for 401 to 1,000 square feet and one extinguisher for each additional 2,000 square feet of floor area or fraction thereof.**
5. Smoking is prohibited in tents and canopies. Approved NO SMOKING signs shall be posted. The use of open flame devices such as candles in **PROHIBITED** in tents and canopies.
6. Rubbish containers shall not exceed 40 gallons unless they are constructed of noncombustible materials. Rubbish containers in excess of 40 gallons shall be provided with noncombustible lids.
7. Dumpsters in excess of 1.5 cubic yards with tight fitting noncombustible lids shall be kept a minimum of five feet from booths or stands. All other dumpsters shall be kept a minimum of 30 feet from booths or stands.

Jerry Miller  
Fire Marshal  
2000 E. Princeton Dr.  
Princeton, TX 75407  
Office: 214-960-4508  
Mobile: 214-425-6906  
Email: [firemarshal@princetontx.us](mailto:firemarshal@princetontx.us)

All requirements are in accordance with International Fire Code 2021 and City of Princeton Code of Ordinances.