



# Tacoma Fire Department

## Tacoma Fire Department Fire Prevention and Preparedness Bureau

### Special Event Vendor Acknowledgement

All vendor cooking operations using either solid fuels (charcoal, wood) or Liquid Petroleum Gas (LPG) must meet the conditions of the permit requirements as specified in 2009 IFC, NFPA Standard #58, and Tacoma Municipal Code. **Use of propane is by Fire Department permit only.**

**General Precautions:** Cords, ropes, and wires shall not be strung on the floor unless danger of tripping is eliminated. Flammable liquids in any container are prohibited unless permitted by the Fire Marshal. Any accumulation of combustible materials (cardboard boxes or packaging) in a booth is prohibited. Tents or canopies where cooking operation are conducted shall furnish a certification of fire resistance. Separation distances of 18" must be maintained from combustible surfaces (i.e. tent walls).

**Fire Extinguisher:** All cooking operations shall have a currently certified 2A20BC multi-purpose portable fire extinguisher within 20 feet of the cooking operations. Vendors shall provide on demand, a current certification or proof of purchase dated within the calendar year. All extinguishers must be visible and ready for use.

In addition "K" Class fire extinguishers are required for the protection of cooking appliances (griddles & fryers) that use combustible cooking media (i.e. animal or vegetable oils and fats). "K" Class extinguishers of at least 6L may also be used for solid fuel fires (charcoal & wood BBQ). Water based extinguishers of at least 2A may be substituted for "K" class extinguishers for **solid fuel fires only**.

All extinguishers shall be readily visible and placed within 20 feet of the cooking operations.

**LPG Fuel:** Current International Fire Code requirements limit LPG containers to an aggregate 40 gallons (in any configuration) in a single 10' x 10' vendor booth. LPG cylinders in use or stored shall be secured against falling and protected from physical damage. Cylinders awaiting use shall be stored in an upright position. Empty cylinders may be stored in a horizontal position. Cylinders in use shall not be secured to an appliance in use. Minimal 18" separation from combustible surfaces shall be maintained. Vendors may request exemption for excess quantities of propane on a case by case basis. Issuance of excess quantity permit will be based on total quantities requested and is the determination of the Deputy Fire Marshal or their representative.

**Appliances:** Vendors shall ensure that appliances in use shall be rated and listed for intended use. Appliances shall be level and rest on either hard packed earth or a level fire resistant surface (i.e. tile, backer board, concrete board, treated plywood, etc.). Use of 8 oz (1 lb nominal weight) butane cylinders to warm food is not required to obtain a separate permit. However, the surface underneath the warming appliance must be protected from fire. Deep fryers and other high fuel consumption appliances should use the properly sized orifice for the intended fuel.



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I have read and understand the requirements for vendor cooking operation participation in City of Tacoma Special Events. I understand that non-compliance with rules set forth in the vendor acknowledgement may result in my booth being dismissed from the event.

**Booth/Space Number or Name:** \_\_\_\_\_

### Projected Number and Type of Appliances

- \_\_\_\_\_ Propane fueled grill
- \_\_\_\_\_ Charcoal fueled grill
- \_\_\_\_\_ Wood fired grill
- \_\_\_\_\_ Griddle
- \_\_\_\_\_ Deep fryer Number of \_\_\_\_\_
- \_\_\_\_\_ Oriental Wok
- \_\_\_\_\_ Roaster
- \_\_\_\_\_ Commercial BBQ (>45 sq in)
- \_\_\_\_\_ Consumer grade BBQ (<45 sq in)

### Extinguisher Type:

- 2A20BC or greater
- 2A water based
- 6L (minimum) "K" Class

**Completed Acknowledgement MUST Remain ON Site During Event**

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Signature & Date

\_\_\_\_\_  
Event Name

*Important* - Permits requiring inspection outside of regular business hours will be billed by invoice for the inspection. Regular business hours are considered Monday-Friday, 8:00 AM to 5:00 PM.

Representatives of the Fire Marshal's Office will not accept payment for applications in the field.

***Fire Extinguishers***

Fire extinguishers are required for all cooking operations irregardless of whether or not a permit is required.

The type of fire extinguisher(s) required varies with the type of fuel used. The following types of fuel or operations require specific fire extinguishers as noted:

Type of Fuel or Cooking Operation	Type of Fire Extinguisher Required
Charcoal or Wood BBQ	Minimum U.L. Rating of 2A 20BC
Propane, Butane or Natural Gas	Minimum U.L. Rating of 2A 40BC
Deep Fat Frying (Heated Using Electric, Propane or Other Means	U.L. Rated For Class "K" (in Addition Electric, Propane or Other Means) to the Fire Extinguisher Required for the Source of Heat Being Used.

*Cooking operations taking place that lack the appropriate fire extinguisher will be ordered to cease operation immediately until the required fire extinguisher can be obtained.*

Fire extinguishers must be affixed with a tag that indicates they have been serviced within the past 12 months. Exception: New fire extinguishers (those purchased within the past 12 months) may pass inspection by having the receipt showing the date of purchase taped or otherwise attached to the fire extinguisher.

***Fuel***

Quantities of fuel that may be stored on site vary on a case by case basis depending upon several factors. Contact the Special Events Section of the Fire Marshal's Office to determine the specific amount applicable for your activity.

***Open flame devices/candles***

The use of candles and open flame devices requires a permit.

***Pyrotechnics***

General requirements for approval of pyrotechnics include the following:

- Operation must be under the direct supervision of a State of Washington Licensed Pyrotechnician.
- Certificate of insurance for a minimum of two million dollars. Certificate must be reviewed and approved by the City of Tacoma Office of Risk Management.
- Product list
- Product placement
- Outdoors displays might require FAA approval

***Fire Acts***

A permit is required for any act, which incorporates the use of fire and must be reviewed and approved by The Fire Marshal's Office. Requirements can vary based on the way in which and the amount of fire utilized.

***Membrane Structures***

A tent or air supported structure in excess of 200 square feet or for a canopy in excess of 400 square feet in area are subject to approval and review by The Fire Marshal's Office.

Note: A canopy is a temporary structure, enclosure or shelter constructed of fabric or pliable material supported by a manner except

by air or the contents it protects and is open, without sidewalls or drops, on 75 percent or more of the perimeter

The following is information The Fire Marshal's Office requires in order to properly review and approve the structure:

- Plot plan of tent and surroundings.
- Floor plan of interior of tent.
- Letter of certification that the tent is flame retardant.
- Letter of structural stability (usually only required for air supported structures over 750 square feet.)

#### ***Portable Heaters***

Electric heaters may be operated in a Place of Assembly and do not require a Fire Department permit. Heaters using flammable/combustible liquids (e.g. diesel) as a fuel source are allowed with restrictions and require a Fire Department permit.

“Mushroom type” propane heaters (e.g. upright heaters with self-contained propane fuel source) and any other heaters designed so that the propane source is located inside the Place of Assembly are **prohibited**.

Heaters that operate with the propane fuel source located outside the Place of Assembly and the heated air is pumped into the assembly area are allowed but require a Fire Department permit. The propane generally must be a minimum of 10 feet from the Place of Assembly.

#### ***Display of Liquid or Gas-fueled Vehicles***

Using a liquid or gas-fueled vehicle or equipment in a Place of Assembly for display is allowed under the following conditions:

- Maximum fuel allowed 1/4 of a tank or 5 gallons whichever is less.
- All gas covers shall be taped or have a locking gas cap.
- Battery cables shall be disconnected and taped.
- Vehicles with no fuel gauge or with a broken fuel gauge shall not be allowed on the event floor and shall not be displayed, unless the Fire Marshal's Office gives prior approval.

Use of liquid or gas-fueled vehicles or equipment for working demonstrations or competition in an assembly must be reviewed and approved by the Fire Marshal's Office. Requirements can vary based on the nature of the competition/demonstration, number of spectators.

*For any questions regarding these events you may contact the Assembly Officer at the Fire Prevention Office, 253.591.5740.*