



# Seattle Fire Department

Fire Marshal's Office - Special Events Section

220 3rd Avenue South  
Seattle, WA 98104-2608

Phone: 206-386-1450

## General Requirements for Temporary Assembly Occupancy

### When a permit is required:

Operating a carnival, fair or alterations to the existing exiting configuration, character or use of the facility in any manner. When using a liquid or gas fueled vehicle or equipment for display or competition inside an assembly occupancy. Separate permits are required for use of candles or other open flame devices, flammable or combustible liquids or gases, special effects/pyrotechnics (fireworks), cryogenics or any time a material or operations is introduced into an assembly occupancy that could possibly pose a hazard.

### GENERAL

#### Fairs

**Fire lanes:** A fire lane(s) with a minimum width of 20 feet must be provided to access all areas of the event.

**Vendors:** See [Concerts/Large Fairs/Festivals](#) section below, subsections on "[Cooking](#)" and "[Special effects and demonstrations](#)".

**Tents and canopies:** See the [Tent/Canopy Permit Procedures](#) website.

**Stage placement:** Subject to review by the Fire Marshal's Office. Stages and/or platforms should not be of a size and/or placed in such a way as to obstruct/block fire lanes or exits from any buildings or fenced areas where the public might be present.

#### Concerts/Large Fairs/Festivals

**Merchandise:** The Fire Marshal's Office shall review the following - Merchandising sales locations in order to ensure that fire lanes and/or exits are not obstructed and/or blocked. Items to be distributed/give-a-ways will be looked at in order to review any item that may cause harm to either performer or members of the audience. Those items deemed hazardous may be denied/banned.

**Stage diving: Not allowed.** It creates an unsafe condition for the audience and security staff.

**Special effects and demonstrations:** Any special effect or demonstration using open flame or hazardous materials requires review and approval by the Fire Marshal's Office. For Pyrotechnics (fireworks) see the [Pyrotechnics](#) section of this document.

**Staging:** Props over patrons, stage size and placement are subject to review and approval.

The Fire Marshal's Office will review the following and make recommendations when applicable:

- Line queuing and line control
- Security plan and/or issues
- House lighting

**Barricade:** When barricade is utilized the distance from the stage and/or any object protruding from the down stage edge shall be set by the Fire Marshal's Office, generally the minimum distance is 7 feet.

### **Cooking:**

A permit is required for cooking activities that utilize LPG (propane) and/or open flame (charcoal, wood, etc.).

Permits are **not** required for electric cooking operations or for operations using "Sterno" canisters to heat pre-cooked food or butane canisters less than 8 ounces in size.

Permits may be obtained for a single event or for a 12 month period.

**Important:** Permits requiring inspection outside of regular business hours may be billed by invoice for the inspection. Regular business hours are considered Monday-Friday, 8:00 AM to 4:30 PM. In order to allow sufficient time for safety review, applications that are received less than 10 days prior to an event date will be charged a late fee, or less than 30 days prior to the event for more complicated permit types. These time guidelines help insure the safety of all event participants.

**Representatives of the Fire Marshal's Office cannot 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. See below for information on size and type.

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:

<u>Type of Fuel or Cooking Operation</u>	<u>Type of Fire Extinguisher Required</u>
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" ( <b>in Addition</b> 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 fuels 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 amounts applicable for your activity.

## **Open flame devices/candles**

For use of more than one candle a permit is required and the type is subjected to review. Any open flame device other than a candle is subject to review and a permit maybe required. A single candle, that is a pre-approved type, does not require 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 Seattle Office of Risk Management)
- \* Product list
- \* Product placement
- \* Outdoors displays might require FAA approval

## **Fire acts**

Any act, which incorporates the use of fire, 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. Because of the varying requirement contact the Fire Marshal's Office at (206) 386-1450 and request to speak to a representative of the Special Events Section

**Note: Fire breathing is not allowed in the City of Seattle.**

## **Tents, canopies and air supported structures**

Please see detailed information at the [Tent/Canopy Permit Procedures](#) website.

## **Portable heaters**

Electric heaters may be operated in an Assembly Occupancy 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 Assembly Occupancy are prohibited.**

“Mushroom type” propane heaters can be used in outdoor service/seating areas under permit from the Seattle Fire Department.

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

### **Display of liquid or gas-fueled vehicles**

Using a liquid or gas-fueled vehicle or equipment in an Assembly Occupancy 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, etc.

Because of the varying requirements, contact the Fire Marshal's Office at (206) 386-1450 and request to speak to a representative of the Special Events Section.