

# SANTA ROSA FIRE DEPARTMENT

## FIRE PREVENTION BUREAU

### INSPECTION CHECKLIST

July 1, 2010



## SPECIAL EVENT PUBLIC ASSEMBLY

Address:

Permit #:

Inspector:

Date Inspected:

Status:

Inspector:

Date Inspected:

Status:

A-Approved, R-Re-inspection Required

This Checklist outlines general requirements. Information contained herein applies to typical instances and may not address all circumstances.

### INSPECTION:

#### VERIFY:

- |    |                          |                          |  |
|----|--------------------------|--------------------------|--|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | <b>OBSTRUCTIONS</b> – <i>CFC 1028.1; CCR Title 19, CH 1, Article 3</i> - No display or exhibit shall be installed or operated that will interfere in any way with access to any required exit or with the visibility of any exit sign. No display shall block access to firefighting equipment, such as fire alarm actuating devices, fire extinguishers, fire hose cabinets, fire hydrants or access by emergency vehicles.   |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | <b>HIGHLY COMBUSTIBLE GOODS</b> – <i>CFC 314.3</i> - No display, exhibit, or temporary construction shall be built of highly combustible material.   |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | <b>FLAMEPROOFING CERTIFICATION, LABELING AND INSTALLATION</b> – <i>CCR Title 19, CH 8, Article 8</i>   |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | <b>EXTENSION CORDS</b> – <i>CFC 605.5</i> - All electrical extension cords shall be at least No. 14 AWG heavy-duty commercial type. All electrical wiring shall be protected from physical damage and not be positioned so as to create a trip hazard in areas accessible by the public.   |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | <b>ELECTRICAL EQUIPMENT</b> - Electrical equipment and installation may be required to be inspected and approved by a qualified person or contractor acceptable to the Santa Rosa Fire Department.   |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | <b>OPEN FLAMES</b> – <i>CFC 308, and CCR Title 19, Chapter 1, Article 3.14</i> <ul style="list-style-type: none"><li>A. The use, storage, and handling of any flammable or combustible liquid shall be subject to the approval of the Santa Rosa Fire Department. The location for the use and storage of flammable and combustible liquids shall be noted on the submitted plans prior to approval (see item #1).</li><li>B. The use, storage, and handling of portable containers of liquified petroleum gas (LPG), such as propane, <b>INSIDE ANY BUILDING</b>, used for assembly purposes or tents, is strictly <b>PROHIBITED</b>. Location of storage and use of any portable container of LPG outside of buildings or tents shall be noted on the plans prior to approval (see item #1) and meet the requirements of Santa Rosa Fire Department Standard Liquid Petroleum Gas (LPG) "Limited Use".</li></ul> |

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C. The use of any type of open flame shall be approved by the Santa Rosa Fire Department prior to any installation or operation and may require additional permits.

7.  **Y**     **N**    **VEHICLES** – *CFC 314.4* Liquid- or gas-fueled vehicles, boats, or other motorcraft shall not be located indoors except as follows:
- A. Batteries are disconnected.
  - B. Fuel in fuel tanks does not exceed one-quarter tank or 5 gallons (19 L) (whichever is least).
  - C. Fuel tanks and fill openings are closed and sealed to prevent tampering.
  - D. Vehicles, boats or other motorcraft equipment are not fueled or defueled within the building.
8.         **HOUSEKEEPING** – *CCR Title 19 Chapter 1, Article 3.19.* Trash receptacles shall be constructed of non-combustible material.
9.         **“NO SMOKING” SIGNS** – *CFC 310.3* The fire code official is authorized to order the posting of “No Smoking” signs in a conspicuous location in each structure or location in which smoking is prohibited. The content, lettering, size, color and location of required “No Smoking” signs shall be approved. Permittee is responsible for enforcing “NO SMOKING” regulations.
10.         **SEAT STABILITY** – *CFC 1025.12* - In places of assembly or portions thereof without ramped or tiered floors for seating and with greater than 200 seats, the seats shall be fastened together in groups of not less than three or the seats shall be securely fastened to the floor.
11.         **FIRE WATCH PERSONNEL** – *CFC 403.1* -

**SPECIFIC ACTIVITY REQUIREMENTS** – NFPA 10; CFC 906

**FOOD SERVICE AREAS:**

**VERIFY:**

12.         Commercial cooking set-up
13.         Food service areas: Class K rated portable fire extinguisher.
14.         All other fire extinguishers required for the event shall be a minimum 3A:40BC rating.

**TENTS:** See Fire Prevention Standard on Tents.

**OUTDOOR EXHIBITS AND DISPLAYS:**

**VERIFY:**

15.         Portable fencing – exits kept clear and unobstructed
16.         Exits – exits have appropriate signage
17.         Emergency Vehicle access unobstructed
18.         Fire lanes unobstructed
19.         Fire extinguishers
20.         Hydrants, fire sprinkler/standpipe connections, etc., unobstructed

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**LIVESTOCK/BARN AREAS:**

**VERIFY:**

- | <b>Y</b>                     | <b>N</b>                 |  |
|------------------------------|--------------------------|--|
| 21. <input type="checkbox"/> | <input type="checkbox"/> | No heat producing appliances (space heaters, coffee makers, etc) in barn/livestock areas.                                    |
| 22. <input type="checkbox"/> | <input type="checkbox"/> | NO SMOKING signs shall be posted.  |
| 23. <input type="checkbox"/> | <input type="checkbox"/> | No storage of flammable or combustible liquids or machines containing such shall not be permitted inside any livestock area. |
| 24. <input type="checkbox"/> | <input type="checkbox"/> | Fire hoses, fire extinguishers or other fire protection equipment  |
| 25. <input type="checkbox"/> | <input type="checkbox"/> | Minimum width of roads shall be 20 feet around barn/livestock areas.   |