



San Luis Obispo City Fire Department Community Event Self-Inspection Checklist

All items must be completed prior to event participation. Please initial and sign below when completed:

1. Emergency Access:

- A minimum 20 ft. fire lane must be maintained **at all times** (CFC §503.2). Check with the special event sponsor to ensure that your booth does not extend into the fire lane. Booths extending into the fire lane will be removed immediately.
- Tents, booths, and vehicles shall maintain a minimum 3ft clearance around all fire hydrants (CFC §507.5.4). Vehicles left unattended and found obstructing access to fire hydrants will be subject to citation, and or towing (CVC §22514).

2. Tents & Canopies:

- Tents & canopies used for cooking booths shall be flame retardant, regardless of size (CFC §3104.7).
- Tents over 400 square feet and canopies over 700 square feet will require a separate permit. Contact the City Fire Department to obtain separate permit prior to event (CFC §3103.2).
- Flammable liquid fueled equipment shall not be used in tents. The refueling of any flammable or combustible liquids shall be performed in an approved location, and at least 20 ft. from tents (CFC §3104.17)

3. General Cooking Requirements:

- Solid fuel burning appliances shall be located **at least 10 ft.** from combustible materials (CFC §3104.15.3).
- All cooking booths utilizing either LPG / Propane and or open-flame devices of any kind shall have at least one operable 2A:10BC rated fire extinguisher, placed in a visible location near the exit of the booth (CFC §3104.12).
- When deep fat fryers are used for cooking operations, they shall be commercially listed appliances, and located outside of tents and canopies. Fryers shall be kept a minimum of 18" from all tents and canopies. An additional 1-1/2-gallon Type "K" extinguisher is required (CFC §904.12.5.2).
- The use of gasoline as a fire-starting material is prohibited.
- Hot ashes, smoldering coals, oily materials, or other sources of ignition **shall not** be deposited into combustible waste containers (City trash containers) at the end of an event. Materials may be discarded in an approved metal container post event (CFC §305.2).
- All open-flame devices shall have adequate clearance from combustible materials, such as decorations to prevent the spread of fire (CFC §305.1).
- Cooking and heating equipment shall be guarded to prevent accidental contact by persons or materials. Cooking areas **shall not** be accessible by the public (CFC §603.4.2.2.4).

4. Portable Liquefied Petroleum Gas (LPG) & Propane Cylinders:

- Portable cylinders must be U.L. listed and used in accordance with manufacturer's instructions (CFC §603.4.2.2).
- No "homemade" manifolds or similar type heating devices are allowed. All connections and fittings should be tested utilizing a soap/water solution by the business owner **prior** to conducting cooking operations.

5. General Electrical Safety:

- Extension cords shall be properly grounded and listed for outdoor use (CFC §605.5).
- Extension cords and other sources of temporary wiring shall be maintained in good working condition, without splices, deterioration or damage (CFC §605.3).
- Extension cords shall only be used with portable appliances (CFC §605.5). Check with the special event sponsor to ensure that your electrical wiring has been inspected prior to event.
- Electrical motors shall be maintained in a condition free from accumulation of excessive oil, dirt, waste, or debris (CFC §605.8).
- Portable power strips shall be plugged directly into an approved power supply. Power strips shall be of the polarized, grounded type and equipped with proper overcurrent protection (CFC §605.4).

Name of Participant (print): _____

Date: _____

Name of Business: _____

Phone: _____



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