



GENERAL FIRE SAFETY RULES FOR FESTIVALS/EVENT SITES/FOOD VEHICLES

1. Proof of inspection of all booths, tents, propane tanks, portable generators, charcoal grills, electrical appliances, fire extinguishers and any other festival structure or equipment.
2. Placement and inspection of booths, tents, and other structures to ensure:
 - a. Access for emergency vehicles NYSFC 503.1.1 & 2403.8.1
 - b. Access to fire hydrants NYSFC 912.3
 - c. Unobstructed public ways at all times NYSFC 2403.12.8
 - d. Means of egress from booth, tents, and other festival/event structures NYSFC 1003.6
 - e. Fire extinguishers with at least a 2A:20-B:C rating (6L K for grease and/or solid fuel) with current inspection tag. NYSFC 906.3, 901.6.1, NFPA 10-07 & NFPA 96-08
 - f. Proper clearances between cooking appliances and the public and a public way
 - g. Vendors and their employees are familiar with festival site rules.
 - h. Cooking vendors have attended a Rochester Fire Department safety class.
3. Whenever Permitted Tents, Commercial Generators, Propane or solid fuel are to be used at an event, a Fire Safety, City or County inspection may require a safety inspection and may be required to be on site during the entire length of the event. NYSFC 2404.20 If any of this time falls outside of regular working hours there shall be a minimum 4 hour overtime charge, as provided under 54-12(f) of the Municipal Code, for the services of the Fire Safety Inspector.

ALL OTHER OPERATIONS SHALL BE CONDUCTED IN A SAFE MANNER WHICH IS CONSISTENT WITH NATIONALLY RECOGNIZED GOOD PRACTICES.

ALL VENDORS SHOULD BE AWARE THAT THE FIRE MARSHAL WILL INSPECT THE SITE PRIOR TO THE OPENING OF THE FESTIVAL/EVENT AND THAT ALL OF THE ITEMS CONTAINED HERE IN ARE THE RESPONSIBILITY OF THE VENDOR AND MUST BE IN PLACE OR THE VENDOR WILL NOT BE ALLOWED TO OPEN FOR BUSINESS. IF DURING THE COURSE OF THE EVENT AN ONSITE INSPECTION DETERMINES THAT THERE IS A VIOLATION OF ANY OF THESE CONDITIONS, THE VENDOR'S BUSINESS SHALL BE CLOSED UNTIL SUCH TIME AS THE PROPER CORRECTIVE MEASURES HAVE BEEN TAKEN AND INSPECTED BY THE FIRE MARSHAL OR DESIGNEE.

TENTS/BOOTHS (TENTS, CANOPIES AND MEMBRANE STRUCTURES)

1. All tents and flap material shall be manufactured from inherently flame resistant material. A certificate from the manufacturer will be required if a label certifying flame resistance is not permanently attached to the tent or flap material. NYSFC 2403.7.1 (inspection), 2404.2 (treatment), 2404.3 (label), 2404.4 (certification)
2. All vendor's booths, tents, propane tanks, portable generators, charcoal grills, electrical equipment, appliances, fire extinguishers or any other festival structures or equipment shall be subject to inspection by the Fire Marshal's office prior to the start of or anytime during the event. NYSFC 2404.12 (tents), 3808.2 (LPG)
3. Booths shall be placed to allow access to fire hydrants for fire department vehicles, and provide for unobstructed ways of travel at all times to permit free escape from any point of danger in case of fire. NYSFC 912.3 (hydrant), 503.1.1 & 2403.8.1 (access)
4. Extinguishers shall be located in an area that is conspicuous and easily accessible for use. All employees working in the booth or tent shall be trained in the proper use of the fire extinguishers. Fire extinguishers shall bear a current inspection tag validated within the past twelve months OR a receipt of purchase within the last 12 months shall be available for inspection. NYSFC 901.6, 906.1, 906.5, 904.11.5 (cooking), 2404.12 (all tents), 2404.15.5 ("K"), 3808.2 (LPG), NFPA 10-07 & NFPA 96-08
 - a. Cooking booths or any booth using a liquid or gas fuel source shall have a minimum 2A:20-B:C fire extinguisher in booth accessible in open ready for quick use.
 - b. Cooking booths using a solid fuel source shall have a minimum 6L Class K for solid fuel fire extinguisher within 30 feet and in booth.
 - c. Cooking booths that have a deep fat fryer shall have a "K" rated fire extinguisher within 30 feet in booth
 - d. In all cooking booths it is recommended that there be a 2A:20-B:C and a "K" located within the booth and no more than 30 feet reach.
 - e. Any place with a posted occupancy over 50 persons shall have a 2A:20-B:C **within 75 feet** from all areas.
5. Cooking appliances shall be isolated from the public by at least five feet or a suitable barrier placed between the cooking device and the public. Cooking appliances shall be installed per the manufacturer instructions. Non- U.L. listed appliances shall have clearances of not less than 36 inches at the back and sides and 48 inches in the front.
6. Exit signs shall be posted where occupancy is 50 or more. Exit signs. Exits shall be clearly marked. Exit signs shall be installed at required exit doorways and where otherwise necessary to indicate clearly the direction of egress when the exit serves an occupant load of 50 or more. NYSFC 2403.12.6
7. Means of egress illumination. Means of egress shall be illuminated with light having an intensity of not less than 1 foot-candle (11 lux) at floor level while the structure is occupied. Fixtures required for means of egress illumination shall be supplied from a separate circuit or source of power. NYSFC 2403.12.7
8. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted. NSFC 2404.6
9. **No open flame cooking under tent** and 20' from any other tent. NYSFC 2404.7, 2404.15.5, 2404.15.6

PROPANE (LP GAS)

1. Propane tanks shall be placed a minimum of 5 feet from sources of ignition, outside of tents or other structures and must be secured to an immovable object with chain or ratcheting tie downs (no bungee cords) to prevent tanks from being tipped or knocked over. Suitable fencing shall be placed around propane tanks. Propane tanks on grassy areas shall be chained or securely attached to stakes driven into the ground. Propane tanks located on pavement shall be securely attached to an immovable object. NYSFC T-3804.3 (d), 2404.16.1, 2404.16.2, 2404.16.3
2. LP hose shall be designed for a working pressure of 350 psig (2.4 MPag), shall be continuously marked with "LP-GAS, PROPANE, 350 PSI WORKING PRESSURE" and with the manufacturer's name or trademark. NYSFC 3803.1 & NFPA 58 - 5.9.6.4 (a)
3. Propane tanks, hoses and fittings shall be free from leaks and are subject to inspection by the Fire Marshal's Office.
4. Only rubber hose stamped "Approved for LP Gas" or rigid black pipe shall be used to transport gas from tanks to appliances. Copper piping shall NOT be used. Rubber hose shall be kept off the ground and be protected from physical damage. NYSFC 2404.16.1 First connection from regulator at tank shall be flexible rubber type.
5. No Smoking" signs shall be posted when required by the code enforcement official. NYSFC 3807.2
6. LP-gas shall **not** be used for the purpose of operating devices or equipment unless such device or equipment is approved for use with LP-gas. NYSFC 3805.1

CHARCOAL /WOOD (solid fuel) COOKING

1. Charcoal appliances shall be placed a safe distance away, in an open area outside of tent or structure. NYSFC 2404.7
2. Charcoal appliances shall be installed on noncombustible surface, be properly supported and protected.
3. Only approved charcoal lighter fluid shall be used to start the fire, and once the fire is ignited lighter fluid shall be removed from the booth and stored properly. (50 feet) NYSFC 2404.17.2 *Charcoal chimneys that do not require starter fluid for starting an appliance are recommended and accepted.*
4. Shall have a Class "K" fire extinguisher for solid fuel with current inspection tag. NYSFC 904.11.5.1, 901.6.1, NFPA 96-08

GENERATORS & ELECTRICAL CORDS

All Generators

1. Must be U.L listed with tags on unit, located on the ground and isolated from any vehicle or structure.
2. Distribution boxes must be commercial type with ratings label, proper cables between distribution boxes and generator and all unmodified. NEC
3. All commercial generators must be grounded with a 6ga copper wire terminated to an 8' copper rod driven into earth. Alternatives to this grounding must be approved by a licensed electrician and Rochester Fire Safety. Small portable generators must only be located on earth unless grounding need is determined by Code official. NEC
4. All connections must be ground fault protected.
5. Once started, portable generators shall be capable of running continuously, without refueling, for the entire length of the event as long as the event is open to the public. Refueling a hot portable generator, or the storage of fuel on site, shall not be permitted. Exception – Fire Marshal present at generator and approves.
6. Assure excess fuel is properly stored (50' + distance) NYSFC 2404.17.2
7. Each portable generator shall be inspected and approved by the Fire Marshal or his designee before it may be started and used.
8. An approved fire extinguisher with a minimum rating of 2A:20-B:C, shall be kept close to the generator. The approved fire extinguisher must have been commercially serviced within the past twelve (12) months. Proof of inspection shall be provided. NYSFC 3808.2
9. All generators shall be located away from the public and public pathways with a barrier installed around every generator so as to prevent persons from tampering with electrical cords, and prevent persons from coming in contact with hot equipment. Fire Department access must be maintained. NYSFC 2404.19
10. Whenever commercial generators are to be used at an event, a Fire Inspector or City Electrical Inspector shall perform a safety inspection and may be required to be on site during the entire length of the event. NYSFC 2404.20 If any of this time falls outside of regular working hours there shall be a minimum 4 hour overtime charge, as provided under 54-12(f) of the Municipal Code, for the services of the Fire Inspector.

Electrical / Extension Cords

1. Extension cords shall be plugged directly into an approved receptacle except for approved multi plug extension cords and shall serve only one portable appliance. No “pigtailed”, splicing or “daisy chaining. NYSFC 605.5.1

2. The ampacity of the extension cords shall not be less than the rated capacity of the portable appliance supplied by the cord. *(Never can a small cord supply a larger)* NYSFC 605.5.2
3. Extension cords shall be maintained in good condition without splices, deterioration or damage. NYSFC 605.5.3
4. Extension cords shall be grounded when serving grounded portable appliances. NYSFC 605.5.4
5. Open junction boxes and open-wiring splices shall be prohibited. Approved covers shall be provided for all switch and electrical outlet boxes. NYSFC 605.6
6. Power cords shall be protected from physical damage and from becoming a tripping hazard. Where this may occur, power cords shall be installed overhead and/or run through a PVC conduit or commercial wire chase. Use of carpets, tape or equivalent is prohibited.
7. Electric receptacles shall be ground fault protected.
8. All connections shall be of weather tight protection from rain and water.
9. All electrical cords shall be U.L. listed electrical cords rated for outdoors use. NO HOUSEHOLD OR NON-WEATHER TIGHT POWER CORDS OR ELECTRICAL OUTLETS WILL BE PERMITTED. All electrical wiring and devices shall be in compliance with the National Electrical Code

Power Cord Chart

Maximum Load	Maximum Length	Minimum Gauge
20 amps	100 ft	12 AWG
30 amps	50 ft	10 AWG
>30 amps	See site Promoter, site electrician and/or Fire Marshal	

Mobile Food Vehicles

Requirements for Food Trucks and Trailers:

1. All vendors and their employees shall attend the Rochester Fire Department's safety class. All employees must wear their city ID tag while working. (Note: ID tags are renewed annually; the RFD Safety Class must be renewed every three years.)
2. All trucks and enclosed trailers that produce grease laden vapors must have a Type 1 hood. NYSFC 609.2
3. Portable fire extinguishers shall be located in conspicuous locations where they will be readily accessible and immediately available for use. All employees working in the vehicle shall be trained in the proper use of the fire extinguishers. Fire extinguishers shall bear a current inspection tag validated within the past twelve months OR a receipt of purchase within the last 12 months shall be available for inspection. NYSFC 901.6, 906.1, 906.5, 904.11.5 (cooking), 2404.15.5 ("K"), 3808.2 (LPG), NFPA 10-07 & NFPA 96-08
 - a. Vehicles using a liquid or gas fuel source shall have a minimum 2A:20-B:C fire extinguisher. Vehicles using a solid fuel source shall have a minimum of a 6L Class K fire extinguisher for solid fuel.
 - b. Vehicles that have a deep fat fryer shall have a 6L Class "K" rated fire extinguisher. NYSFC 904.11.5.2
 - c. In all vehicles it is recommended that there be a 2A:20-B:C and a 6L Class "K" type located within or attached to the vehicle and near means of egress. NYSFC 904.11.5
4. Vehicles shall have a current RFD inspection tag.
5. Only rubber hose stamped "Approved for LP Gas" used from tank to the attached black pipe that is secured to vehicle shall be used to transport gas through vehicle to appliances. Copper piping shall NOT be used. NYSFC 3803.1, NFPA 58 – 5.9.6.4 (a)
6. LPG pressure relief valves shall be located within a safe distance away from any ignition source (open flame or generator). 3804.3 (e2) (ie. 5 feet)
7. The main system shutoff valves located on or closest to the fuel tanks and sufficient to stop the supply of fuel from all fuel tanks must be clearly marked with the words "PROPANE SHUTOFF VALVE or NATURAL GAS SHUTOFF VALVE" permanently affixed to the outside of the vehicle in reflective decal material with letters 2" high at minimum.

8. A “No Smoking” sign next to or directly above the propane container and visible to the public. Such sign shall be posted with a minimum of **2 inch** lettering. NYSFC 310.3, 3807.2
9. Shall be equipped with a working carbon monoxide detector that meets standards set forth in NFPA 1192-6.4.6. **and** equipped with an **LPG (propane)** leak indicator according to NFPA 1192-6.4.8.
10. Rear mounted DOT approved LP tanks must be mounted at a minimum height of 46 inches above the ground with DOT approved rear bumper.

ALTERNATIVE: A maximum of two 30 gallon tanks built to ASME code and DOT standards for mounting under carriage to rails and side wall venting. If under carriage type is used, plans for such must be submitted and review by a City of Rochester Fire Department inspector for approval.

11. As of January 01, 2015, all vehicles producing grease laden vapors shall have a fire suppression system installed with the Type 1 hood. NYSFC 609.3
12. As of January 01, 2015, all hood fire suppression systems shall be inspected by a servicing company every 6 months and properly tagged to indicate such. NYSFC 904.11
13. Refer to the “Mobile Food Vehicle Fire Safety Specifications, Regulations and Practices” handout from the required safety class for any additional regulations.
14. Refer to other sections of this document as applicable.

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