

**CITY OF DELTONA**  
**BUILDING & ENFORCEMENT SERVICES**  
**FIRE SAFETY DIVISION**  
Phone (386) 878-8655/8656 Fax (386) 878-8651



**SPECIAL EVENTS VENDOR INSPECTION CHECKLIST**

The following items are required inspections by the Building & Enforcement Services Department, Fire Safety Division for the below listed project. Inspections require **48 to 72 hour notices** for scheduling. Contacts / Owners are encouraged to call with any questions. **ALL CONTACTS / OWNERS ARE REQUIRED TO CALL 386-878-8655 TO SCHEDULE REQUIRED INSPECTIONS. FAILURE TO DO SO MAY RESULT IN EVENT PERMIT BEING SUSPENDED AND/OR REVOKED.**

**Event Name:** \_\_\_\_\_ **Permit #:** \_\_\_\_\_

**Event Address:** \_\_\_\_\_ **Type Permit:** Food/Other vendor

**Contact:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**SITE / ACCESS**

- Site Plan / Layout shall be submitted and approved
- Tents or membrane structures are a minimum of 10 ft between stake lines [1:25.2.3.1]
- Tents, not exceeding 1200 sq ft and located in open spaces, shall not be required to be separated from each other, provided that safety precautions meet the approval of the AHJ [1:25.2.3.4]
- Tent fabrics shall meet the flame propagation performance criteria contained in NFPA 701, *Standard Methods for Fire Tests for Flame Propagation for Textiles and Films*. [1:25.2.2.1] A copy of the flame resistant certificate shall be submitted along with the vendor application. Affixed to each tent there shall be a flame resistant tag/label.
- Tents or membrane structures greater than 120sq ft require a separate permit
- Portable fire extinguishers of approved types shall be furnished and maintained in tents and vendor booths in such quantity and in such locations as directed by the AHJ. [1:25.2.5] A minimum of one portable fire extinguisher with a rating of not less than 3A-40B:C provided
- Fire extinguishers are properly inspected and have current certification
- Fire department access is not less than 20-ft of unobstructed width between rows [1:18.2.3.4.1.1]
- The finished ground level enclosed by any tent, and the finished ground level of not less than 10 ft outside of the tent is clear of combustible material or vegetation [1:25.2.4.1]
- Smoking shall not be permitted in any tent. [1:25.2.4.2] “NO SMOKING” signs posted at 20 foot intervals around the perimeter of the tent
- No open ground fire shall be allowed.

**COOKING / CONCESSIONS / APPLIANCES**

- A minimum of one portable fire extinguisher, with a minimum rating of 3A:40-B:C, shall be provided for each concession stand

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- [ ] Concession stands utilized for cooking shall have a minimum of 10 ft of clearance on two sides and not be located within 10 ft of amusement rides or devices. [1:10.15.8]
- [ ] Cooking concessions shall provide a copy of food handler certificate
- [ ] L/P / cooking fuels/generators are properly installed and protected in accordance with NFPA 54, *National Fuel Gas Code*, and NFPA 58, *Liquefied Petroleum Gas Code*
- [ ] Generators are separated from temporary membrane structures and tents by a minimum of 5 ft and are protected from contact by fencing, enclosure or other approved means [1:25.1.12.1]
- [ ] Cooking equipment used in mobile or temporary concessions that produces grease-laden vapors shall be protected by an approved commercial cooking exhaust hood and fire extinguishing system in accordance with NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*. [1:50.2.1.9]
- [ ] Class K portable fire extinguisher provided as secondary backup to commercial cooking fire extinguishing system [1:50.4.4.1]
- [ ] Fire Extinguisher(s) / Suppression System(s) properly installed, inspected and certified
- [ ] No free standing deep fat or turkey fryers shall be allowed
- [ ] Enclosed areas meet egress requirements

**GENERAL FIRE SAFETY**

- [ ] **Life Safety Evaluation.** The AHJ shall be permitted to order a life safety evaluation in accordance with 10.15.3. [1:10.15.3]
- [ ] **Electrical Equipment.** All electrical appliances, fixtures, equipment, or wiring shall be installed and maintained in accordance with NFPA 70, *National Electrical Code*. [1:10.15.7] [1:11.1.2]
- [ ] **Standby Fire Personnel.** Where required by the AHJ. Standby fire personnel shall be provided and comply with 1.17.15. [1:10.15.4]
- [ ] **Communications.** Where required by the AHJ, a method of notifying the fire department in the event of an emergency shall be provided and readily available to the public. [1:10.15.9]
- [ ] **Internal Combustion Power Sources.** Fuel tanks shall be of adequate fuel capacity to permit uninterrupted operation during normal operating hours; refueling shall be conducted only when not in use; power sources shall be isolated from contact with the public by either physical guards, fencing, or an enclosure. [1:10.15.10]
- [ ] **Parade Floats.** Motorized parade floats and towing apparatus shall be provided with a minimum of 3A:40-B:C rated portable fire extinguisher readily accessible to the operator. [1:10.17.2]
- [ ] **Smoke Alarms.** A minimum of one single station smoke alarm shall be located in all stock or equipment trailers when they are used for sleeping purposes. [1:10.15.6]

Fire Inspector \_\_\_\_\_ Date \_\_\_\_\_