



# Williamson County Emergency Services District No. 4 Liberty Hill Fire Department [www.libertyhillfire.org](http://www.libertyhillfire.org)

## Special Event Fire Inspection Guidelines

According to recent statistics, 118,700 fires involved cooking equipment, with 250 deaths and 3,880 injuries resulting from these fires. Cooking fires are most often caused by:

1. Leaving cooking food unattended
2. Placing combustibles too close to the heat source.
3. Unintentionally turning on or not turning off the equipment

Therefore the following are minimum fire safety standards and guidelines which must be observed by all vendors during local festivals and special events. WCESD 4 fire inspector(s) will inspect all vendors for dangerous and/or hazardous conditions or materials. The fire inspector(s) may order any person(s) to remove or remedy such condition(s) or material(s) which are deemed dangerous or hazardous by Fire Officials. Failure to comply with such requests for removal or remediation shall result in the removal of the vendor from the event premises.

### Hours of Vendor Inspection

Fire inspectors from WCESD 4 will be around to begin fire inspections at least two (2) hours prior to the opening of any vendor operation.

### General Tent and Canopy

All Tents, Canopies and other membranes structures cannot be within 20' of any lot line, building, parked or moving car or any internal combustion engine.

Tents that are enclosed that are over 400 square feet required an additional fire operational permit from WCESD No. 4. Tents that are open on all sides and are less than 700 square feet and have clearance of 12 feet from other tents or structures do not require an additional fire operational permit.

Fire Department access roads will be made available at all times during the event so emergency apparatus can have access to all buildings.

Tents and Canopies must have at least one exit. If the occupant load is more than 10, more exits shall be required and determined by the Fire Inspector.

All Tents as defined by the 2015 International Fire Code, which includes canopies, must have fire resistant stamp or certificate in accordance with NFPA 701. ***Please advised, the use of tents is rare and many more fire code requirements apply.***

All Canopies shall have a minimum of 40 lbs. on each leg tied through the frame.

All Tents/Canopies must have at a minimum a 2A:10BC rated Fire Extinguisher and must have a current annual inspection.

Car storage is allowed for display purposes only if the battery is disconnected and there is less than 5 gallons of fuel in the vehicle. No fueling or defueling is allowed within a tent.



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**General Cooking**

All food vendors shall have a current and passing inspection by the Williamson County and Cities Health District.

Cooking booths shall be separated by a minimum of 10 feet. Fire Code mandates 20' but the Liberty Fire Department (WCESD No. 4) will allow 10 feet.

Cooking and Heating shall NOT be located within 10' of an exit or combustible material.

**Cooking under a tent or canopy will be allowed if the following conditions are met:**

- The tent or canopy has a current flame propagation performance treatment certificate or has an Inherently Fire-Resistive (IFR) certified tag.
- The tent/canopy cannot be used for an assembly if cooking.
- The tent or canopy must be clean; no accumulation of grease will be allowed.
- The tent/canopy must be open; no sides will be allowed.
- The tent/canopy is NOT open to the public; only vendors are allowed under the tent/canopy.
- Public may approach the opposite side of the tent or canopy from where the cooking equipment is to purchase items.
- Only commercial listed cooking appliances are allowed to be used.
- The cooking appliances will be required to be located as close to the tent edge as possible.
- Combustibles must be a minimum of 3 feet away from the cooking appliance.
- Any cooking operation that involves grease-laden vapors must have a Class K fire extinguisher in addition to a 2A:10BC fire extinguisher within 30feet.
- All fire extinguishers must have a current annual inspection.

**Grills and Pits**

- No grilling with charcoal or wood is allowed under any tented structure.
- Any solid fuel appliances should have a cover (grills and pits).
- Outside BBQ pits with stacks must have a 5 ft. clear circumference from combustibles, a 15ft. clearance above the stacks, and 10 ft. from any permanent structure.



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#### Propane

- Each 10'X10' tent may have two appliances that use propane (100lbs. per appliance, 200 lbs. max).
- Propane bottles must be placed securely (won't tip over) at the rear of the tent for emergency access.
  - Emergence access must not require tent entry

- Spare bottles are not allowed in the tents
  - Designated area for spare and empty propane tanks must be established

-Propane appliances must have LPG stamped on their hoses.

*All cooking rules are subject to change depending upon local burn bans or a declaration of disaster by the County Judge.*

#### General Fire and Safety

Generators shall be at 20ft from any structure or canopy and not accessible to the public.

Flammable or Combustible liquids shall be at least 50ft from all tents, canopies, and structures.

Protective mats or other approved means shall be placed over electrical cables and walkways.

#### Amusement Ride Requirements

An amusement ride includes:

- Most mobile carnival rides
- Most theme park rides
- Most water park rides and devices.
- Amusement rides also include, but are not limited to, the following:  
go-karts, rock climbing walls, bungee jumps, zip lines, mechanical bulls, trackless trains, continuous airflow inflatable rides/devices (bounce houses, inflatable slides), and various simulators.

If an amusement ride is present at an event that requires a Fire Inspection the following will be required:

☐A copy of the insurance policy

☐A copy of the inspection certificate

☐A daily self-inspection log (for mobile rides only)

The above information is from the Texas Department of Insurance that references Texas Administrative Code, 28 TAC, Chapter Five, Subchapter J, Rules to Implement the Amusement Ride Safety Inspection and Insurance Act 5.9001 through 5.9014