



CAL FIRE – RIVERSIDE UNIT RIVERSIDE COUNTY FIRE DEPARTMENT

OFFICE OF THE FIRE MARSHAL

2300 Market Street, Ste. #150, Riverside, CA 92501 • Phone (951) 955-4777
• Fax (951) 955-4886
www.rvcfire.org

**PROUDLY SERVING THE
UNINCORPORATED AREAS
OF RIVERSIDE COUNTY
AND THE CITIES OF:**

- BANNING
- BEAUMONT
- CALIMESA
- CANYON LAKE
- COACHELLA
- DESERT HOT SPRINGS
- EASTVALE
- INDIAN WELLS
- INDIO
- JURUPA VALLEY
- LAKE ELSINORE
- LA QUINTA
- MENIFEE
- MORENO VALLEY
- NORCO
- PALM DESERT
- PERRIS
- RANCHO MIRAGE
- RUBIDOUX CSD
- SAN JACINTO
- TEMECULA
- WILDOMAR

**BOARD OF
SUPERVISORS:**

- KEVIN JEFFRIES
DISTRICT 1
- JOHN TAVAGLIONE
DISTRICT 2
- CHARLES WASHINGTON
DISTRICT 3
- DISTRICT 4
- MARION ASHLEY
DISTRICT 5

To ensure a safe and enjoyable time for all at your event, the Riverside County Fire Department (RVCFD), Office of the Fire Marshal, will require the following conditions:

- Compliance with applicable provisions of the California Fire Code (CFC), 2016 edition and the Standards and Guidelines of the Riverside County Office of the Fire Marshal. Depending on the size and type of the event, additional conditions which are not listed below may be required.
- Event coordinators shall notify the Riverside County Office of the Fire Marshal any time that there is a change in the planning and preparation leading up the event. This will allow time to resolve and address any concerns or issues prior to the final inspection.
- A RVCFD Special Event Permit Application and associated application fee will be required. The application may be found by following this url:
http://www.rvcfire.org/stationsAndFunctions/AdminSppt/FireMarshal/Documents/Handouts%20and%20Forms/Form_20_Special_Event_Permit_Application.pdf

Or it may be found by going to: rvcfire.org/ Stations and Functions/ Office of the Fire Marshal/ Handouts and Forms/ Form 20.

- Additional fees for inspections or Fire Department standby may be assessed.
- First aide or medical attendants may be necessary, based on the nature and proposed attendance of the event. The acquisition of these services will be the responsibility of the applicant.
- Any Fire Department access shall remain unobstructed throughout the duration of the event.
- Any single tents/membrane structure exceeding 400 sq feet, or multiple similar structures creating an aggregate square footage exceeding 700 square feet, shall require a permit.
- All tents/membranes shall be certified as non-flammable or flame resistant.
- Smoking is not permitted in any tent, membrane, or booth.
- No hay shall be allowed, unless verified as having been treated with a flame-retardant material.
- All membrane structures shall be installed per Title 19, California Code of Regulations.
- Generators and most open flame devices shall not be located within 20 feet of any tent or membrane structure (except under exception of the Authority Having Jurisdiction.)

- Each generator shall have its own fire extinguisher (minimum 2A10 BC).
- Fire extinguishers shall be provided, as specified, within the vendor area. Locations shall be determined based on the general requirements of the Fire Code and the site plan for the specific event.
- All vendors and contractors shall be identified in the Special Events submittal package.
- Cooking applications that utilize grease or produce grease-laden vapors shall provide a K-class extinguisher, in addition to providing the standard 2A10 BC extinguisher.
- Cooking tents require ventilation and separation from other tents in accordance with Title 19, CRR.
- LP-gas containers shall be located outside of any tents, membranes, booths or otherwise occupied structures. Cylinders must be secured to prevent them from falling. Safety release valves shall be pointed away from the occupied area. Portable containers with a capacity of 500 gallons or less shall have a minimum separation between the container and the structure of not less than 10 feet.

In addition to the conditions listed above, the following conditions will apply to Mobile Food Trucks:

- All food trucks are required to have a current permit from the Health Department
- When grease-laden vapors are generated within a food truck, a Type I hood is required. The hood fire suppression system must be serviced at intervals not exceeding 6 months and the hood shall be cleaned as needed.
- All propane cylinders shall be requalified within 12 years of manufacture or they must be replaced.

Please note that this list is not exclusive to all the conditions that may be required for your event. All events are reviewed on a case-by-case basis.

Any questions or concerns, regarding these general requirements, may be addressed by contacting our office at (951) 955-4777, or emailing your plan checker at Traci.Williams@fire.ca.gov