Operational Fire Permit Application Requirements

This guide will help you understand what information must be included in your fire permit application. Once your permit is issued, you can schedule the inspection. Please be sure to read the conditions of approval in the issued permit to understand what will be required on-site to pass inspection. You can also find general inspection information in the 'Passing the Operational Fire Permit Inspection' tab below.

Don't forget to schedule the inspection! Call 435-615-5101

Floor Plans - Always Required
Floor plans show interior of tents, buildings and spaces with all the design elements. Include number of occupants, square footage, furniture set up, exits, exit signs, aisleways, fire extinguishers, exit signs, stages, temporary builds, and any other pertinent details.

Site Plans - Always Required
Site Plans are an exterior overhead view of the location where event will take place. They should show locations of existing buildings, lot/property lines, sidewalks, streets, tents, temporary structures, air-inflated structures, temporary bathrooms, trailers, food trucks, generators, fire extinguishers, LPG (propane) storage areas, heaters, fire pits, and any other pertinent details.

LPG (Propane) Heaters, Fire Pits, Grills, and Devices
- Upload the Site Plan as described above including the locations of the heaters. Also include the locations of the 2A10BC fire extinguishers, total number of LPG devices, and the numbers and locations of back up LPG (propane) tanks.
- Back-up LPG tanks must be stored outside in a tamper-proof location, at least 10 feet or more from exits and exit pathways, and not in buildings, pits, basements, garages, or near adjacent buildings, property lines, sidewalks, or streets.
- Upload manufacturer's information or specification sheet showing operating instructions and that devices are listed and labeled by an accredited agency for the intended use. Unlisted devices cannot be used.

Food Trucks Using LPG (Propane and/or Generators)
- While the food truck does not require a fire permit, the use of liquid petroleum gas and/or generators does.
- Food trucks are regulated by the UT State Fire Marshal's Office and require an annual fire inspection. The yellow tag showing compliance is hung inside the food truck by the fire inspector.
- Please upload pictures of the current, yellow UT State Fire Marshal Annual Inspection tag(s)for each food truck into MCI.
- Food trucks without the required sticker will not be allowed to operate in Park City.

Tents Air Supported Structures Larger Than 400 Square Feet (bounce houses, air inflated arches, domes, etc.) and Temporary Structures

- Upload Floor Plan as described above. Be sure to include the total number of occupants. 2A10BC fire extinguishers with current tags are always required, please show their locations.
- Upload the Site Plan as described above.
- Provide the total number of tents, temporary structures, and their square footages.
- Upload the manufacturer's specification sheet/structural engineering plans stamped by a licensed UT engineer.
- Upload proof the tent or air inflated structure membrane meets flame spread requirements of NFPA 701 or ASTME E84.See the heading with the asterisk below for more information.
- Information as to how the structure(s) will be staked or weighted down may be required. If so, include the number of contact points, types of stakes or snow augers, and/or types of weights and number of pounds used at each contact point. This can be included on the site plan.
- An Administrative Conditional Use Permit/CUP may be required by the Planning Department. *Administrative CUPs take a minimum of 10 days to process.* Call 435-615-5060 to speak with a Planner.
- Some temporary structures may require engineered snow and wind loading calculations stamped by a licensed UT architect to be uploaded.
- Provide a Snow Removal Plan to prevent collapse and provide area for snow storage.

Candles and Open Flames in Assembly Spaces

- A meeting with the Fire Marshal to test the proposed candles & candle holders/open flame devices, etc. is required. Please call 435-615-5101 to schedule.
- Upload the approval letter from the Fire Marshal and provide the total number of candles/devices that will be used. Only the approved candle holders & open flame devices will be allowed.
- Upload the Floor Plan as described above including the locations of the candle holders/open flame devices.
- Battery Operated candles are always allowed!

Stages and Platforms

- Upload a Floor Plan as described above for Indoor stages and platforms showing walking path widths and distances to exits.
- Upload a Site Plan as described above showing location of stage for outdoor stages and platforms.
- If higher than 18", upload structural engineering plans stamped by a licensed UT engineer.
- Describe how a metal outdoor stage or platform will be grounded. Will the use of electricity on stage require bonding?
- If the stage or platform will be built to suit, upload construction drawings clearly describing all elements of the build and how they are put together. Show all dimensions, members, connection points, and connectors used. Depending on the size and use, a stamp from a UT licensed design professional may be required.
- If occupied by the public, upload a Design Occupant Load (DOL) stamped by a UT licensed design professional.

Temporary Builds – Including, but not limited to– self-supporting or attached walls (includes step and repeats), build outs over walls, displays, counters, seating areas, pergolas, etc. Both indoor and outdoor uses

- Upload Floor Plan or Site Plan (or both) as described above including the locations of temp builds.
- Upload construction drawings clearly describing all elements of the build and how they are put together. Show all dimensions, members, connection points and connectors used. Depending on the size and use, a stamp from a UT licensed design professional may be required.
- All temporary builds cannot block fire sprinkler heads. The finished height of builds must be a minimum of 18" below the bottom of all sprinkler heads.
- Temporary walls of any kind (including step and repeats) over 69 inches high will require the construction drawings to be stamped by a UT licensed design professional per the International Building Code.

Generators

- Upload a Site Plan showing placement of the generator.
- Upload generator manufacturer's information or specification sheet showing operating instructions and that equipment is listed and labeled by an accredited agency. Unlisted devices cannot be used.
- Describe how generator will be grounded if you are not using regular plug-in devices.

Trailers and Bleachers

- Upload a Site Plan as described above including the placement of the trailer and/or bleachers.
- Provide description of how the trailer will be used.
- Upload bleacher engineering stamped by a licensed UT architect.

Theatrical Smoke

- Upload a Floor Plan as described above including the location of the smoke machine.
- Upload SDS Sheets (Formerly MSDS) for the smoke solution that will be used.
- Upload manufacturer's specifications for the operation of the machine and use of the smoke solution.

Open Burning

- No open burning is allowed within Park City, City limits when a fire prohibition is in place.
- An application must also be submitted to the Utah Department of Environmental Quality (DEQ). The air-clearing index must be above 500. The timing of the burn will be determined by the DEQ.
- Upload Site Plan showing areas(s) to be burned and approximate the square footage of burn areas.
- Provide information regarding burn supervision and fire suppression plans.
- The Park City Fire District, Park City Police Department, and Park City Building Department must be notified of the days and times of the burns so that emergency services are aware, and the public can be notified**.**

Fireworks Displays (Shows)

- Application for 1.3 G fireworks to be submitted by a UT licensed pyrotechnician.

- Upload diagram showing the entire location, including fireworks discharge site, distance to and locations of buildings, highways, roads, overhead obstructions, utilities, and the line behind which the audience will be located.
- Upload the Public Safety Plan.

Fireworks Sales

- Upload Floor Plan as described above showing location of fireworks on display and in storage with distances to exits, fire extinguishers, and any flammable or combustible liquids or gases.
- Provide the total weight in pounds of fireworks on display and in storage.
- Review the UT State Fire Marshal Fireworks page for more information. The Fireworks Inspection link at the bottom of this page contains straightforward illustrations of the requirements.

Flame and Smoke Spread Requirements for Tent and Air Supported Structure Membranes, Pipe and Drape, Wall Coverings and Hangings, Step and Repeats, etc. and the Requirements for Approved Fire-Retardant Fabrics and Coatings

While the fabrics and décor you choose for the event do not require a permit, the materials used must meet NFPA Standard 701 or ASTM E84. Some fabrics are manufactured as flame resistant and come with documentation. Please upload this information into the fire permit. Compliance with the standards will be field verified. Any décor that is non-compliant must be removed from the event site.

Flame Spread Certificates (AKA Technical Data Sheet)

- Come from the manufacturer of the textile designed as flame retardant.
- Must meet NFPA 701 or ASTM E84.

Smoke Developed Index

- This information also comes from the manufacturer. It may be included in the Flame Spread Certification or on a separate document.
- Smoke developed index must be 25 or below.

Fire Retardant Coatings – applied after purchase

- We require a signed affidavit from the person who applied the coating. The affidavit must state: the name of the person who applied the coating, the name and product number of the coating used, the item(s) the coating was applied to, address where the items are in use, the date the coatings were applied, and a statement that they followed the manufacturer's instructions.
- Materials of a flammable character cannot be used.
- There are coatings for natural fibers (cotton, wool, etc.) and coatings for man-made materials (polyester, microfiber, etc.).
- All coatings must meet NFPA 701 or ASTM E84 requirements – the cans will be marked.
- Combustible wall and ceiling surfaces (wood, etc.) must be treated with a fire-retardant coating that meets NFPA 703 – the cans will be marked.

OPERATIONAL FIRE PERMIT APPLICATION REQUIREMENTS

Engineering Stamp Example

STRUCTURAL CALCULATIONS

40' Wide [redacted] Tent
Under Lateral Force

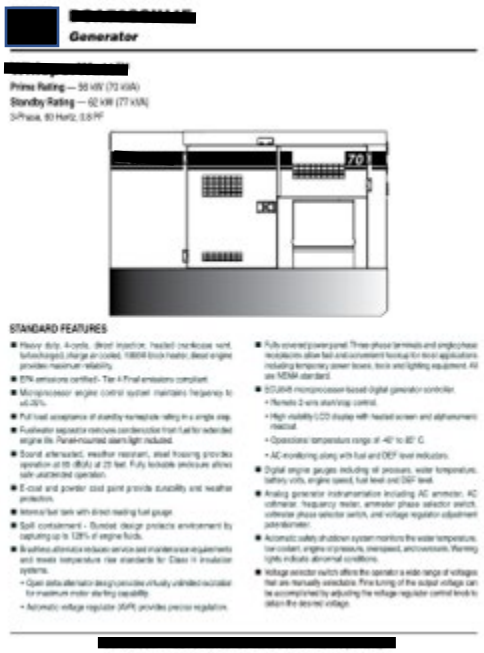
PROFESSIONAL ENGINEER
[redacted]
07/26/2016
STATE OF UTAH

PREPARED FOR:

[redacted]

July 26, 2016

Manufacturer's Specification Sheet Example:


[redacted] Generator

Prime Rating — 55 kW (70 kVA)
Standby Rating — 62 kW (77 kVA)
3-Phase, 60 Hertz, 0.8 PF

STANDARD FEATURES

- Heavy duty, 4-cycle, direct injection, heated crankcase vent, turbocharged, charge air cooled, 1800 RPM block heater, diesel engine provides maximum reliability.
- EPA emissions certified - Tier 4 Final emissions compliant.
- Microprocessor engine control system maintains frequency to ±0.25%.
- Full load acceptance of standby nameplate rating in a single step.
- Fuel/water separator removes condensation from fuel for extended engine life. Panel-mounted alarm light included.
- Sound attenuated, weather resistant, steel housing provides operation at 65 dB(A) at 23 feet. Fully lockable enclosure allows safe unattended operation.
- E-coat and powder coat paint provide durability and weather protection.
- Internal fuel tank with direct reading fuel gauge.
- Spill containment - Bunded design protects environment by capturing up to 128% of engine fluid.
- Brushless alternator reduces service and maintenance requirements and meets temperature rise standards for Class H insulation systems.
  - Open delta alternator design provides virtually unlimited recreation for maximum motor starting capability.
  - Automatic voltage regulator (AVR) provides precise regulation.
- Fully covered power panel. Three-phase terminals and single/three-phase receptacles allow fast and convenient hookup for most applications including temporary power boxes, tools and lighting equipment. All are NEMA standard.
- SCU-AR microprocessor based digital generator controller.
  - Remote 2-wire start/stop control.
  - High visibility LCD display with heated screen and alphanumeric readout.
  - Operational temperature range of -40° to 85° C.
  - AC monitoring along with fuel and DEF level indicators.
- Digital engine gauges including oil pressure, water temperature, battery volts, engine speed, fuel level and DEF level.
- Analog generator instrumentation including AC ammeter, AC voltmeter, frequency meter, ammeter phase selector switch, voltmeter phase selector switch, and voltage regulator adjustment potentiometer.
- Automatic safety shutdown system monitors the water temperature, low coolant, engine oil pressure, overspeed, and overcrank. Warning lights indicate abnormal conditions.
- Voltage selector switch offers the operator a wide range of voltages that are manually selectable. Fine tuning of the output voltage can be accomplished by adjusting the voltage regulator control knob to obtain the desired voltage.

[redacted]

Other Manufacturer's Specification Sheets & Owner Manuals Examples:

(Circles show examples of accepted listing agency approvals)


Owner's Manual and Instructions

[redacted] Ductable Heaters

TS080 80,000 Btu/h / 23.4 kW
TS170 170,000 Btu/h / 49.8 kW
CS080 80,000 Btu/h / 23.4 kW
CS170 170,000 Btu/h / 49.8 kW
LP Vapor Withdrawal or Natural Gas Dual Fuel

View this manual online at www.lbwhite.com

Attention

This heater has been tested and evaluated by the CSA Group in accordance with the requirements of Standard ANSI Z83.7-CSA 2.14 and is listed and approved as a ductable direct gas-fired forced-air construction heater with application for the temporary heating of buildings under construction, alteration, or repair. Additionally, this heater has been application reviewed and approved by the CSA Group for U.S and Canadian Tent Heating Applications with temporary human occupancy. CHECK WITH YOUR LOCAL FIRE SAFETY AUTHORITY, YOUR LOCAL FUEL GAS SUPPLIER, OR THE L.B. WHITE COMPANY IF YOU HAVE QUESTIONS REGARDING APPLICATIONS.

www.lbwhite.com

SEE ASSEMBLY INSTRUCTIONS INSIDE

Please refer to important elevation information on inside cover.

Premier 170

Congratulations!

You have purchased the finest circulating heater available. Your [redacted] heater incorporates the benefits from the most [redacted] manufacturer of heating products using state-of-the-art technology.

We, [redacted], thank you for your confidence in our products and welcome any suggestions or comments you may have... contact us at [redacted] email us at [redacted]

SCAN THIS

with your smartphone or visit http://goo.gl/mvwR to view maintenance videos for [redacted] heaters.*

* Requires an app like QR Droid for Android or for iPhone

[redacted]


PATIO HEATER

Owner's Manual

MODEL: [redacted]

IMPORTANT

Read this manual carefully before assembling, using or servicing this heater. Keep this manual for future reference.

ANS Z83.26-2007/CSA 2.37-2007 Gas-Fired Outdoor Infrared Patio Heaters
ANS Z83.26a-2008/CSA 2.37a-2008 Gas-Fired Outdoor Infrared Patio Heaters

OPERATIONAL FIRE PERMIT APPLICATION REQUIREMENTS

Examples of Flame Spread Certificates

(Circles show examples of accepted Testing Standards)

[redacted]

Specimen I. D. "Flame Stop II"

Test Standard: ASTM E84-00a TEST FOR SURFACE BURNING CHARACTERISTICS OF BUILDING MATERIALS (ANSI 2.5, UL 723, UBC 8-1, NFPA 255)

Test Date: March 27, 2001

[redacted]

Client: Flame Stop, Inc.

Test Results:

FLAME SPREAD INDEX	**25**
SMOKE DEVELOPED INDEX	**25**

CERTIFICATE OF FLAME RETARDANCY

REGISTERED STATE OF CALIFORNIA STATE FIRE MARSHAL FLAME RETARDANT F-521.01

Certification is hereby made that: (only "a" or "b" as checked below applies)

☐ a) The manufacturer has certified that the fabric listed below has been treated with a fl[redacted] retardant chemical and has been tested and complies with NFPA 701 (1996 version), Small Scale. The fabric is NOT registered as flame retardant with the State of California or New York City unless a CA Reg. No. or NYC Reg. No. is noted below

CA Reg. No.:
NYC Reg. No.:

The Flame Retardant Process Used WILL Be Removed By Washing. Accumulation of dust or repeated dry cleaning may also adversely affect the flame resistance of this fabric. Annual testing using the NFPA 705 Field Test is recommended.

☑ b) The manufacturer has certified that the fabric listed below has been manufactured using an inherently flame retardant fiber or durable flame retardant process and, therefore, is inherently or durably flame retardant for the life of the fabric and has been tested and complies with NFPA 701 (1996 version), Small Scale. The fabric is NOT registered as flame retardant with the State of California or New York City unless a CA Reg. No. or NYC Reg. No. is noted below:

Trade name for flame resistant fabric: Polyester
CA Reg. No.: F-521.01
NYC Reg. No.:

The Flame Retardant Process Used WILL NOT Be Removed By A Single Washing, but may degrade over repeated cleanings. Accumulation of dust may adversely affect the flame resistance of this fabric. Annual testing using the NFPA 705 Field Test is recommended.