



Sheldon D. Gilbert, Fire Chief

Alameda County Fire Department

*Proudly serving the Unincorporated Area of Alameda County
and the communities of Dublin, Newark, San Leandro, Union City,
the Lawrence Berkeley National Laboratory and
the Lawrence Livermore National Laboratory*

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ALAMEDA COUNTY FAIRGROUNDS GUIDELINES

The Alameda County Fire Department issues all required fire related permits and conducts all fire inspections on the Fairgrounds. Permits and inspections are issued and conducted in accordance with the currently adopted fire code. As of January 1, 2011 the following activities will require permits and inspections:

- Tents and Membrane Structures in excess of 400 square feet
- Food Booths with Open Flame Cooking
- Special Amusement Buildings
- Vehicles Inside Assembly Occupancies
- Recreational Fires and Open Burning
- Pyrotechnics

Event promoter shall obtain permit for event **at least one month prior to the event**. Applications for permits can be obtained from the County Fire Prevention Bureau by calling 510-670-5853. Included with the completed application shall be a site plan indicating locations of booths, buildings, fire department emergency vehicle access roadways, tents, and interior layout of booths/displays inside of buildings. For events with membrane structures, the applicant shall also including a layout showing location or exits, fire extinguishers, no smoking signs, etc.

Fees for the event must be paid prior to the start of the event. **Fee's cannot and will not be collected in the field.** Please see the attached fee schedule for a list of fees.

If you have any questions, please call county Fire Prevention Staff at 510-670-5853.

Definitions:

Air Supported Structure: A structure wherein the shape of the structure is attained by air pressure, and occupants of the structure are within the elevated pressure area.

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Membrane Structure: An air-inflated, air-supported, cable or frame-covered structure as defined by the International Building Code and not otherwise defined as a tent.

Tent: A structure, enclosure or shelter, with or without side-walls or drops, constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

Food Booths: Operations such as warming of food, cooking demonstrations and similar operations that uses solid flammables, butane or other similar devices which do not pose an ignition hazard.

Open Flame Cooking: An open flame or other devices emitting flame, fire, or heat or any flammable or combustible liquid, gas, charcoal or other cooking device or any unapproved device shall not be permitted inside or located within 20 feet of the tent or membrane structure.

Special Amusement Building: A building that is temporary, permanent or mobile that contains a device or system that conveys passengers or provides a walkway along, around or over a course in any direction as a form of amusement arranged so that the egress path is not readily apparent due to visual or audio distraction or an intentionally confounded egress path, or is not readily available because of the mode of conveyance through the building or structure.

Recreational Fires: An outdoor fire burning materials other than rubbish where the fuel being burned is not contained in an incinerator, outdoor fireplace, portable outdoor fireplace, barbeque grill or barbeque pit and has a total fuel area of 3 feet or less in diameter and 2 feet or less in height for pleasure, religious, ceremonial, cooking, warmth or similar purposes.

Open Burning: The burning of materials where in products of combustion are emitted directly into the ambient air without passing through a stack or chimney from an enclosed chamber. Open burning does not include road flares, smudge pots, and similar devices associated with safety or occupational uses typically considered open flames, recreational fires or use of portable outdoor fireplaces. For the purpose of this definition, a chamber shall be regarded as enclosed when, during the time combustion occurs, only apertures, ducts, stacks, flues or chimneys necessary to provide combustion air and permit the escape of exhaust gas are open.

Bonfires: An outdoor fire utilized for ceremonial purposes.

Pyrotechnics: Outdoor fireworks displays, use of pyrotechnics before a proximate audience and pyrotechnics special effects in theatrical and group entertainment productions.

Membrane Structures-Including Air Supported Structures.

General Information

1. All tents and other membrane structures must be flame retardant and meet California State Fire Marshal Flame Retardant Standards. Documentation is required in the form of a paper certificate which shall attest to the flame propagation performance criteria of the fabric and a sewn label affixed to the tent fabric as well. Flame retardant must be professionally applied with a certificate provided as proof.

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2. Tents and membrane structures are not permitted within 10 feet of any openings (doors, windows, vents, etc) into buildings or exits from buildings. Tents and membrane structures must be at least 10 feet away from buildings (unless otherwise approved by the fire department) and are not permitted under overhangs of the buildings. Any overhangs are considered part of the building, and the 10 feet measurement starts from the edge of the building/overhang.

Exit openings from tents or membrane structures.

Exit openings from tents shall remain open unless covered by a flame-resistant curtain. The curtain shall comply with the following requirements:

1. Curtains shall free sliding on a metal support. The curtains shall be so arranged that, when open, no part of the curtain obstructs the exit.
2. Curtains shall be of a color, or colors, that contrast with the color of the tent.

Exits Signs

Exit signs 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.

Means of Egress Illumination.

The means of egress shall be illuminated with light having an intensity of not less than 1 foot candle at the floor level while the structure is occupied.

In the event of power supply failure, an emergency electrical system shall automatically illuminate the means of egress routes.

Seat Stability:

In places of assembly with greater than 200 seats, the seats shall be fastened together in groups of not less than three (this can be accomplished with plastic tie wraps), or the seat securely fastened to the floor.

Electrical Cords

1. Electrical Cords must be UL or ETL Certified.
2. Use of (Zip Cords) lightweight cords (primarily used for residential purposes) are prohibited in all booths.
3. Heavy Duty (12 gauge or higher) cords must be used.
4. If you require multiple electrical outlets, you must use a power strip.
5. Each power source must be plugged directly into the power strip.
6. Daisy-chaining cords (one cord to another cord to the power supply) is prohibited.
7. Look for a certification label from an independent testing lab such as UL (Underwriters Laboratories) or ETL (Electrical Testing Laboratories) on the package and on the product itself.
8. Products with this certification label meet current industry safety standards. For extension cords, look for a permanently attached certification label on the cord near the plug.

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9. For power strips and surge protectors, inspect the underside of the casing and make certain that it is marked with the manufacturer's name and the testing lab.
10. Use electrical cords, power strips and surge protectors that have polarized plugs with one blade slightly wider than the other or grounded three-pronged plugs. These features reduce the risk of electric shock.
11. Use special, heavy-duty extension cords for multiple and or high wattage appliances such as air conditioners, portable electric heaters and freezers.
12. Extension cords used outside should be specifically designed for such use to guard against shock.
13. Insert plugs fully so that no part of the prongs are exposed when the cord is in use.
14. Never cover any part of an extension cord with rugs or other objects while it is in use. If the cord is covered, heat cannot escape, which can result in fire.
15. Don't overload cords with too many appliances to other outlets.

Fire Extinguishers

Fire extinguishers must be visible and accessible at all times. Please do not block fire extinguishers with displays, products, or curtains. Fire extinguisher must be mounted with signage in all tents with three or more sides, or membrane structures over 400 square feet. All extinguishers must be serviced annually, or bought within the past twelve months. Documentation shall be required to verify compliance (receipt, servicing tag, etc.)

2A10BC Dry Chem Fire Extinguisher

1 Extinguisher per 10x10 maximum travel distance to an extinguisher is 75 feet

Food Booths

1. Concession stands, booths, and spaces with no open flame and/or heat producing devices may be placed side by side providing that the aggregate square footage does not exceed 15,000 sq. ft. Each grouping shall be separated by a minimum of a 20 feet
2. Cooking appliances shall be outside and separated a minimum of 20 feet from the closest concession stand, booth, or space. Each grouping shall be separated by a minimum of 20 feet (2010 CFC 2404.15.6).
3. All open flame cooking appliances and deep fat fryers shall be covered by a metallic overhang at the request of the Alameda County Health Department. This overhang shall extend 18 inches beyond the edge of the appliance.
4. All fabric or membrane covered booths must be certified flame retardant and have a State Fire Marshal seal attached.
5. All decorative material shall be treated "fire resistive" or inherently fire resistive. Certification documentation is required.
6. Each booth shall have a minimum of one 30" wide by 6'8" high exit way.

Cooking Equipment:

1. All flammable liquid/gas fueled appliances shall be equipped with an accessible on/off valve.
2. Flammable liquid/gas fueled appliances shall have the fuel capacity to operate for the entire

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- day. Refueling in the booth or space is prohibited.
3. Spare compressed gas cylinders shall be limited to one 20lb cylinder for each cooking appliance. Spare tanks shall not be stored in the booth.
 4. All compressed cylinders shall be secured in an upright position. Turn off cylinders when not in use.
 5. The testing of all connections of pressurized supply lines must be conducted using a soapy water solution.
 6. Fuel supply lines shall be in good condition without splices, deterioration or damage. All fuel lines shall be approved for the intended use and pressure regulator shall be attached to pressurized lines.
 7. Permitted cooking in booths shall be on sturdy not readily combustible tables and separated from all readily combustible materials by a minimum of 18 inches.
 8. Fires used for preparation of food shall be limited to clean fire wood or commercially produced briquettes.
 9. The device shall not be placed within the fire apparatus access roadway or a public access way. (2010 CFC 308.3.1)
 10. All fires shall be constantly attended and extinguished when no longer needed. (2010 CFC 307.5)
 11. Only electrical starter or charcoal lighter fuels are permitted to start fires. Fuel may not be stored in booth.

Temporary Air-supported and Air-inflated membrane structures

Places of assembly for more than 200 persons shall be furnished with either a fully automatic auxiliary engine-generator set capable of powering one blower continuously for 4 hours, or a supplemental blower powered by an internal combustion engine which shall automatic in operation.

Recreational air supported tents (Such as bump houses or ball houses) shall be located no closer than ten feet from any building.

Generators:

Generators and other internal combustion power sources used to support tents and membrane structures including recreational structures such as a bounce house or play structure shall be separated from tents or membrane structures by a minimum of 20 feet.

Buildings

General Information

1. Aisles must have a minimum of 8 foot walkways or more depending on expected attendance.
2. Booths and Displays are prohibited to have overhead coverings in any sprinklered building. Tents/canopies with overhead coverings are prohibited in any sprinklered building.
3. Exits must not be blocked or obstructed in anyway.
4. Open flames of any type are prohibited in all buildings. (2010 CFC 308)
5. Electrical cords are prohibited from extending across walkways
6. Propane tanks of any size are prohibited in all buildings on the Fairgrounds.
7. There is no smoking allowed in any building at any time.

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Seat Stability:

In places of assembly with greater than 200 seats, the seats shall be fastened together in groups of not less than three (this can be accomplished with plastic tie wraps), or the seat securely fastened to the floor.

Electrical Cords

1. Electrical Cords must be UL or ETL Certified.
2. Use of (Zip Cords) lightweight cords (primarily used for residential purposes) are prohibited in all booths.
3. Heavy Duty (12 gauge or higher) cords must be used.
4. If you require multiple electrical outlets, you must use a power strip.
5. Each power source must be plugged directly into the power strip.
6. Daisy-chaining cords (one cord to another cord to the power supply) is prohibited.
7. Look for a certification label from an independent testing lab such as UL (Underwriters Laboratories) or ETL (Electrical Testing Laboratories) on the package and on the product itself.
7. Products with this certification label meet current industry safety standards. For extension cords, look for a permanently attached certification label on the cord near the plug.
8. For power strips and surge protectors, inspect the underside of the casing and make certain that it is marked with the manufacturer's name and the testing lab.
9. Use electrical cords, power strips and surge protectors that have polarized plugs with one blade slightly wider than the other or grounded three-pronged plugs. These features reduce the risk of electric shock.
10. Use special, heavy-duty extension cords for multiple and or high wattage appliances such as air conditioners, portable electric heaters and freezers.
11. Extension cords used outside should be specifically designed for such use to guard against shock.
12. Insert plugs fully so that no part of the prongs are exposed when the cord is in use.
13. Never cover any part of an extension cord with rugs or other objects while it is in use. If the cord is covered, heat cannot escape, which can result in fire.
14. Don't overload cords with too many appliances to other outlets.

Fire Extinguishers

Fire extinguishers must be visible and accessible at all times. Please do not block fire extinguishers with displays, products, or curtains. All extinguishers must be serviced annually, or bought within the past twelve months Documentation shall be required to verify compliance (receipt, servicing tag, etc.)

Acceptable Fire Extinguishers:

K-Extinguisher (only for deep fat fryers)

3A40BC Extinguisher (for cooking tents without deep fat fryers)

2A10BC Dry Chem. Fire Extinguisher (tents with electrical/no cooking)

Autos in Buildings (2010 CFC 2404.18)

1. There shall be no refueling of vehicles inside the building.

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2. Vehicle keys must at all times be readily available to the Alameda County Fair Association Management.
3. Any vehicle with any type of leak will not be permitted to be displayed.
4. The maximum amount of fuel contained shall be no more than ¼ tank or 5 gallons per vehicle, which ever is less.
5. Batteries must be disconnected at all times while in the building except for move-in and move-out.
6. There shall be no repair work done on vehicles while inside the building.
7. Fuel tank doors must be locked or fuel caps taped shut.
8. Vehicles may not be started except for move-in or move-out.

Special Amusement Buildings

Special amusement buildings having an occupant load of 50 or more shall comply with the requirements for the appropriate Group A occupancy and the section. Amusement buildings having an occupant of less than 50 shall comply with the requirements for a Group B occupancy and this section.

1. **Automatic Fire Detection.** Special amusement buildings shall be equipped with an automatic fire detection system.(2010 CFC 907)
2. **Automatic Sprinkler Systems.** Special amusement buildings over 1000 sq/ft shall be equipped throughout with an automatic sprinkler system in accordance with (2010 CFC 903.3.1.1). Where the special amusement building is temporary, the sprinkler water supply shall be of an approved temporary means.
3. **Emergency Voice/Alarm Communication System.** An emergency voice/alarm communication system shall be provided in accordance with (2010 CFC 907.2.11) and (2010 CFC 907.2.12.2) which is also permitted to serve as a public address system and shall be audible throughout the entire special amusement building.
4. **Exit Marking.** Exit marking shall be installed at the required exit or exit access doorways of amusement buildings. Approved directional exit markings shall also be provided. Where mirrors, mazes or other designs are utilized that disguise the path of egress travel such that they are not apparent, approved low-level exit signs and directional path markings shall be provided and located not more than 8 inches above the walking surface and on or near the path of egress travel.
5. **Interior Finishes.** The interior finishes shall be Class A in accordance with 2010 CFC 803.1).
6. **Open Flame.** An open flame is not permitted in a special amusement building.

Pyrotechnics

Fireworks and temporary storage, use, and handling of pyrotechnic special effects material used in motion pictures, television, and theatrical and group entertainment and group entertainment production shall be in accordance with California Code of Regulations, Title 19, Division 1, Chapter 6 – Fireworks.