



CITY OF EUREKA
HUMBOLDT BAY FIRE

533 C Street • Eureka, California 95501-0340 • (707) 441-4000
fax (707) 441-4133 • email: info@HBFire.org

HUMBOLDT BAY FIRE
Fire Prevention Bureau

Outdoor Event and Festival Safety Requirements

1. Provide a site diagram which details locations of fences, gates, access roads, stages and booths, etc. Include descriptions of potential hazardous processes such as cooking, flame effects, use of generators, etc.
2. Site inspection and approval may be required prior to public access.
3. Provide a fire extinguisher with a current service tag, or new with a sales receipt showing date of purchase.
 - One fire extinguisher with a minimum 2A:10BC rating per cooking booth
 - One fire extinguisher with a minimum 2A:10BC at staffed locations such as stages and sound booths
 - Booths with fryers require an additional Class K extinguisher.
 - Addition fire extinguishers as determined by the Fire Department, generally within 75' of travel distance.
 - Extinguishers must be visible and accessible.
4. Exit pathways, including access to temporary gates, are to be kept clear and lead directly to a public way.
5. Exits gates are to open from the inside, swing in direction of travel, and not locked or latched.
6. All material for vendors' booths shall be flame-retardant or approved for use by local fire authority.
7. Tents, canopies, or membrane structures shall be flame retardant treated and labeled.
8. All streets must be sufficiently clear to allow emergency vehicle access. A minimum 20' access lane is required.
9. Use of **cooking equipment** shall be in compliance with "Special Event Outside Cooking Safety" document.
10. Use of **electrical cords** shall be in compliance with attached "Special Event Extension Cord Safety" document.
11. Use of **generators** shall be in compliance with attached "Special Event Generators Safety" document.
12. Street intersections must be kept clear curb-to-curb.
13. No obstruction shall be placed within 10 feet of a fire hydrant.
14. Access doors to buildings shall not be blocked for any reason.

Vendors Shall Assist City and Promoter Staff in Maintaining the Following

15. People to remove barricades in case of emergency shall be designated by Festival Committee.

**Per Eureka Municipal Code 92.08, fireworks are prohibited in Old Town and on Woodley Island.
This includes possession, use, sales, and/or raffling prize.**

Any act, installation or use of anything, which, in the opinion of the Fire Official, creates a fire or safety hazard, shall be abated with the support of the Sponsor, Festival Committee, or Vendor shall not be allowed to operate.

For further information, contact the Humboldt Bay Fire, Prevention Bureau, phone number 441-4000. Thank you for your cooperation.