



Vacaville Fire Department

650 MERCHANT STREET, VACAVILLE, CA 95688
Office (707) 449-5453 FAX (707) 449-5486

File: _____

Date Received:

TREE LOT -- 2016 SPECIAL PERMIT

Contact Person: _____ Phone: (____) _____

Company Name (If Applicable): _____

Company Address: _____ City: _____ State: _____ Zip: _____

EVENT INFORMATION:

Type of Event: TREE LOT _ Event Dates: _____

Tent / Canopy Electrical Wiring: Yes No Date/Time ready for inspection: _____

Lot Location: _____

Fees effective: 07/01/16 - 06/30/17

CODE		SPECIAL ACTIVITY PERMITS			FEE
105.7.13a	Tent/canopy/temp membrane structure, 5000 sq ft or less	Size:	X	Total Sq Ft	\$ 219
105.7.13b	Tent/canopy/temp membrane structure, 5000 sq ft or more	Size:	X	Total Sq Ft	\$ 391

I, the undersigned, will comply with all conditions of the permit(s) as directed by the California Fire Code and special orders by the Fire Marshal.

Applicant Signature: _____ Date: _____

Inspector Signature: _____

Inspector Name: (print): _____ Date: _____



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POLICY IN REFERENCE TO CHRISTMAS TREES AND TREE LOTS

The Fire Department has developed a fire protection plan that includes public and private responsibility. The City has established a "normal fire control capability" by building a fire suppression force, providing firefighting equipment, and by developing support services necessary to cope with an anticipated fire risk. Above that anticipated level of fire risk, built-in protection will be provided by the private sector.

Fresh Christmas trees - of all common varieties - present no significant fire hazard. A "fresh" tree is one that has not lost a noticeable amount of its natural moisture (regardless of when it was cut). However, dry Christmas trees are the most flammable item to be found.

AUTHORITY

State regulations and C.F.C. ARTICLE 25, SECTION 2501.5 require Christmas trees to be made "flame retardant" when placed in certain kinds of buildings (generally those used by the public and having an occupant load of 50 or more persons).

C.F.C. ARTICLE 11, SECTION 1103.3.3 AND APPENDIX IV-B mandates that trees or other highly flammable material shall not be used for decorative purposes in windows or other parts of commercial, industrial, or institutional occupancies unless made "flame retardant".

Only S.F.M. approved products applied by S.F.M. licensed applicators or responsible individuals may be used on trees that are required to be made "flame retardant." In addition, a tag must be attached to treated trees indicating the date of treatment, name of applicator, and name and registration number of the chemical used.

When it is determined by an inspector, using an approved field testing procedure, that a tree is not adequately protected it shall be removed immediately.

ASSEMBLY OCCUPANCIES

The State Fire Marshal requires every Group A (where 50 or more people can gather), E (educational), I (hospital, home for the aged, institutions), and R-1 (recreation center/hall for apartment complex), occupancy to have fresh cut trees treated with an approved "flame retardant" chemical or flocking. In Group A occupancies, the chemical must be applied by a state licensed applicator. In addition, a tag must be attached to the tree indicating the date of treatment, name of applicator, and name and registration number of the chemical used. This tag shall not be removed.



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ALL OTHER OCCUPANCIES EXCEPT GROUPS R AND M

In all other occupancies (including banks, offices, retail sales, etc.) fresh cut trees must be treated with a State Fire Marshal approved "flame retardant" chemical. A responsible person may apply a State Fire Marshal approved "flame retardant" chemical according to the manufacturer's directions. Single family residences and individual dwelling units are exempt.

EXCEPTIONS: (1) Fresh trees less than 3' in height with no lights, using non-flammable decorations, and when it is determined by the inspector that they will not contribute to the fire or panic hazard. (2) Living trees need not be made flame retardant.

All trees shall be placed at least 6' away from any doorway or exit.

ELECTRIC LIGHTS

Open flame and electric lights are the principle source of ignition in Christmas tree fires. Extreme care shall be taken when trees are to be decorated with lights. At no time will open flame devices be used.

The maximum number of light strings per circuit shall be 5 strings of 25 9-watt bulbs. If 7-watt bulbs are used there shall be no more than 6 strings of 25 bulbs.

EXTENSION CORDS

Extension cords shall not be used to supply current to light strings unless they are of an approved type, 14 gauge wire or heavier, no longer than 25 feet, with one male and one female plug.

MULTI-PLUG BARS

Multi-plug bars shall not be used to supply electricity to light strings unless they are of an approved type equipped with 15 amp. circuit breakers and the light strings are constructed of 16 gauge wire or heavier.



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TREE SALE LOTS

TEMPORARY ELECTRICAL WIRING for lighting of lot area may be permitted for a period not to exceed 90 days - C.F.C. 8503.2. The City of Vacaville Building Department shall be contacted by tree lot owner/operator to inspect all temporary electrical wiring.

ELECTRICAL WIRE must be insulated from posts and structures by use of approved insulators -C.F.C. 8503.3.

EXTENSION CORDS must be of an approved type - C.F.C. 8503. Approved extension cords are those which are at least one size larger gauge wire than the appliance cord that it serves. Cords must be U.L. listed with a single male and single female connection (no multiple head type cords) and must be of the grounded type. . They must be maintained in a good condition without splices, deterioration, or damage.

A MAIN AISLE must be maintained at least 44" in width if entire lot is fenced in - C.F.C. 2501.9.2.

FIRE EXTINGUISHER - at least one 2-A:10-BC is required - C.F.C.1002.1 and UFC Standard 10-1, in addition to any extinguishers required in a tent or canopy.

PORTABLE HEATING DEVICES must be maintained at least 48" away from exits and combustibles.

SAFETY TAGS must be affixed to every Christmas tree purchased by a customer.

SPRAY BOOTHS (used for applying materials to trees) that are accessible to the public shall have at least two exits. Extinguishers are required near each exit.

TENTS AND CANOPIES: Permits are required for tents over 200 square feet and canopies over 400 square feet. Tents and canopies shall be in accordance with CFC Article 3201.



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TENTS, CANOPIES, AND TEMPORARY MEMBRANE STRUCTURES

- A permit is required to operate a tent or air-supported temporary membrane structure having an area in excess of 200 square feet, or any canopy in excess of 400 square feet, except for structures used exclusively for camping.
- Use shall not exceed a period of 180 days within a 12-month period on a single premise.
- Tents and canopies shall not be approved for use in fire sprinkled buildings.
- Emergency vehicle and fire apparatus access roads shall have an unobstructed width of not less than 20 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches.
- Location, access and parking shall not be located within 20 feet of property lines, buildings, temporary membrane structures, other tents and canopies, parked vehicles or internal combustion engines. Support ropes and guywires shall be considered part of the structure. **Exception:** Separation distance is not required when the structure is not used for cooking and the aggregate floor area does not exceed 15,000 sq. ft.
- The sidewalls, drops and tops shall be of flame-retardant material or shall be composed of fire-resistant material or shall be treated with a flame retardant in an approved manner. Floor coverings, bunting, combustible decorative materials and effects, including sawdust when used on floors or passageways, shall be composed of fire resistant material or shall be treated with a flame retardant in an approved manner. An approved certification shall be retained on the premises. Flame testing can be performed to verify fire resistance of the material.
- Smoking shall not be permitted in any tent, canopy or temporary membrane structure or any adjacent areas where hay, straw, sawdust or any other combustible materials are stored or used. When required, approved NO SMOKING signs shall be posted.
- Fire extinguishers shall be provided, maintained and currently serviced as follows:
 - a. One 2-A:10-B:C for 200 to 500 square feet of floor area
 - b. Two 2-A:10-B:C's for 501 to 1000 square feet of floor area
 - c. One 2-A:10-B:C for each additional 2000 square feet of floor area or fraction thereof
 - d. At least one 40-B:C or Class K wet-chemical fire extinguisher for each kitchen, mess hall, power generator or transformer and at locations where flammable or combustible liquids are stored used or dispensed.





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- Exits shall be spaced at approximately equal intervals around the perimeter and shall be located so that no point is more than 100 feet from an exit. The required minimum clear width of exits, aisles and passageways shall be maintained at all times to a public way. Exit signs and illumination may be required. The minimum number and width of exits shall be as follows:

Table 3211-A, California Fire Code

Occupant Load	Minimum # of Exits	Minimum Width of Exits (in feet):	
		Tent or Canopy	Membrane Structure
10 -199	2	6	3
200 to 499	3	6	6
500 to 999	4	8	6
1,000 to 1,999	5	10	8
2,000 to 2,999	6	10	8
Over 3000	7	10	8

- Flammable or combustible liquids and LP gas shall not be stored in a tent or temporary structure or less than 50 feet from any such structure.
- Cooking and heating shall not be located within 10 feet of exits or combustible materials. Tents where cooking is performed shall be in accordance with California Fire Code section 3216, Section 12 of this guide, and shall be separated from other temporary membrane structures, other tents and canopies by a minimum of 20 feet.
- Generators and other internal combustion power sources shall be separated from temporary membrane structures, tents and canopies by a minimum of 20 feet and be isolated from contact with the public by fencing, enclosure or other approved means.
- All weeds, combustible vegetation and waste material shall be removed from the occupied area and from areas adjacent to or within 30 feet. Hay, straw or similar combustible material shall not be stored inside or within 30 feet of a temporary membrane structure, tent or canopy being used for cooking or public assembly. The burning of rubbish on the premises shall not be permitted.



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TEMPORARY ELECTRICAL, EXTENSION CORDS, AND GENERATORS

Electrical extension cords can pose the threat of fire due to misuse or improper application to a particular situation. Building and business owners are charged with the responsibility of providing adequate fixed wiring outlets for the particular needs of the occupants within a building. Certain situations may exist that warrant the use of extension cords in lieu of permanent wiring. In those cases, the following policy shall be adhered to.



NOTE: Obtaining power from a temporary electrical tap or generator requires a permit be obtained from the City of Vacaville Community Development Department Building Division.

APPROVED EXTENSION CORDS

When in the opinion of the inspector, a situation warrants the use of an extension cord, one may be used if it meets certain minimum design standards. Extension cords shall not be used as a substitute for permanent wiring. Examples of allowable uses include the temporary use of portable equipment, temporary special decorations, and situations where a definite need exists for an extension cord and fixed wiring cannot reasonably be installed.



Approved extension cords are those which are at least one size larger gauge wire than the appliance cord that it serves. Cords must be Underwriters Laboratories (UL) listed with a single male and single female connection (no multiple head type cords). Cords are limited to polarized and grounded three-prong type only. They must be maintained in good condition without splices, deterioration, or damage. They shall not be affixed to structures, extend through walls, ceilings, floors, under doors or floor coverings, or be subject to environmental damage or physical damage.

APPROVED MULTIPLE PLUG BARS

When in the opinion of the inspector a situation warrants the use of a multiple plug bar ("power taps"), one may be used if it meets certain minimum design standards. The device must be Underwriters Laboratories (UL) listed and have a 15 amp. internal breaker. **Replaceable fusible links (fuses) are not approved.** The device must be of the polarized or grounded type. All other requirements specified above for an extension cord apply to approved multiple plug bars. A permit shall not be required for approved multiple plug bars.





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GENERATORS

Some events will require the use of generators for primary power supplies. Light-duty generators typically used for camping or other light activities do not require permits. However, if your power requirements call for heavy-duty generators and electrical distribution systems, chances are you need a permit and inspection. Contact Permit Services at 449-5152 for more information and requirements.



The Vacaville Fire Department will conduct an inspection of the special event site and all food vendors prior to the event being open to the public. Violations of the above requirements shall be corrected before the event can open and/or the vendor is allowed to operate.