



CITY OF PUYALLUP

City Clerk's Office

TEMPORARY STAND APPLICATION PACKET

THIS PACKET CONTAINS THE FOLLOWING:

- Temporary Stand Application
- City Planning Department's "Conditions of Approval, Temporary Stands" letter
- Tacoma-Pierce County Health Department's "Temporary Food Establishment Requirements."
- Central Pierce Fire and Rescue (CPFR) Permit Application and "Fire and Life Safety Requirements."

COSTS ASSOCIATED WITH CITY OF PUYALLUP TEMPORARY STANDS ARE:

CITY LICENSING FEES:

TEMPORARY STAND APPLICATION

Processing Fee	\$25.00
Per Day Fee	\$10.00
Call 253-841-4321 for further information and an application	

CPFR FIRE PREVENTION

OPEN FLAME FEE/TENT PERMIT FEE

(If cooking or tent is larger than 400')	\$100.00
INSPECTION FEE – Minimum/first hour	\$80.00
PLAN REVIEW (1 st half hour)	\$40.00

CPFR physically inspects all temporary stands for fire and life safety requirements; the Deputy Fire Marshal will issue the license upon completion of the inspection. Further inspections may occur by the City of Puyallup's building and/or planning departments if needed.

PMC Section 16.20.070 requires Fireworks stands to provide an endorsed Certificate of Insurance, in the amount of \$1,000,000 combined single limits per occurrence, naming the City as additionally insured. Additionally, the certificate of insurance needs a separate endorsement form. Please have your insurance company provide Form #CG 20 15 11 88 or Form #CG 20 12 11 85 including the language "on-going operations" or "completed operations," with the Certificate of Insurance.

When reporting revenue to the Washington State Department of Revenue, please report City of Puyallup Revenue to Locator Number 2711.

Dates of Operation: From _____ to _____

CITY OF PUYALLUP
City Hall
333 S. Meridian, 4th Floor
Puyallup WA 98371
253-841-4321

APPLICATION FOR
TEMPORARY STAND
PERMIT

Company Name: _____

Contact Person: _____ Phone Number: _____ Email: _____

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

Driver's License #: _____ UBI #: _____

Location of stand: _____

I will be selling: _____

My structure is a: Mobile Food Unit Wood Structure Tent Other (Please Explain)

Measurements/dimensions of stand _____ requiring _____ feet of space to operate.

Per PMC 20.60.070, commercially zoned property is allowed one sign per business.

Do you have any of the following?

- | | | | | | |
|-------------------------------------|------------------------------|-----------------------------|----------------------------------|------------------------------|-----------------------------|
| Electrical devices? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Generator? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Commercial Food Preparation | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Drapes, Curtains or decorations? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Flammable materials? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Open flame devices? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Paint? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Dumpster? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Compressed gas cylinders? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Fire extinguisher (required)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Temporary wiring? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Electrical motors? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Extension cords (must be 14 gauge)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Power taps? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

SIGNATURE OF PROPERTY OWNER (required)

Parcel No.: _____

Phone No.: _____

Date: _____

SIGNATURE OF APPLICANT

I hereby certify that to the best of my knowledge the information submitted on this application is true and correct. I further certify that I have received the Central Pierce Fire & Rescue's "Temporary Stand Fire & Life Safety Requirements" information.

(A copy of the lease agreement may be substituted for property owner's signature)

CITY PLANNING DEPARTMENT USE ONLY

(FOR NON-WWF ZONING COMPLIANCE ONLY)

In compliance, approved Approved with conditions Non compliance, denied

Signature: _____ Date: _____

CPFR FIRE PREVENTION DIVISION INSPECTION USE ONLY

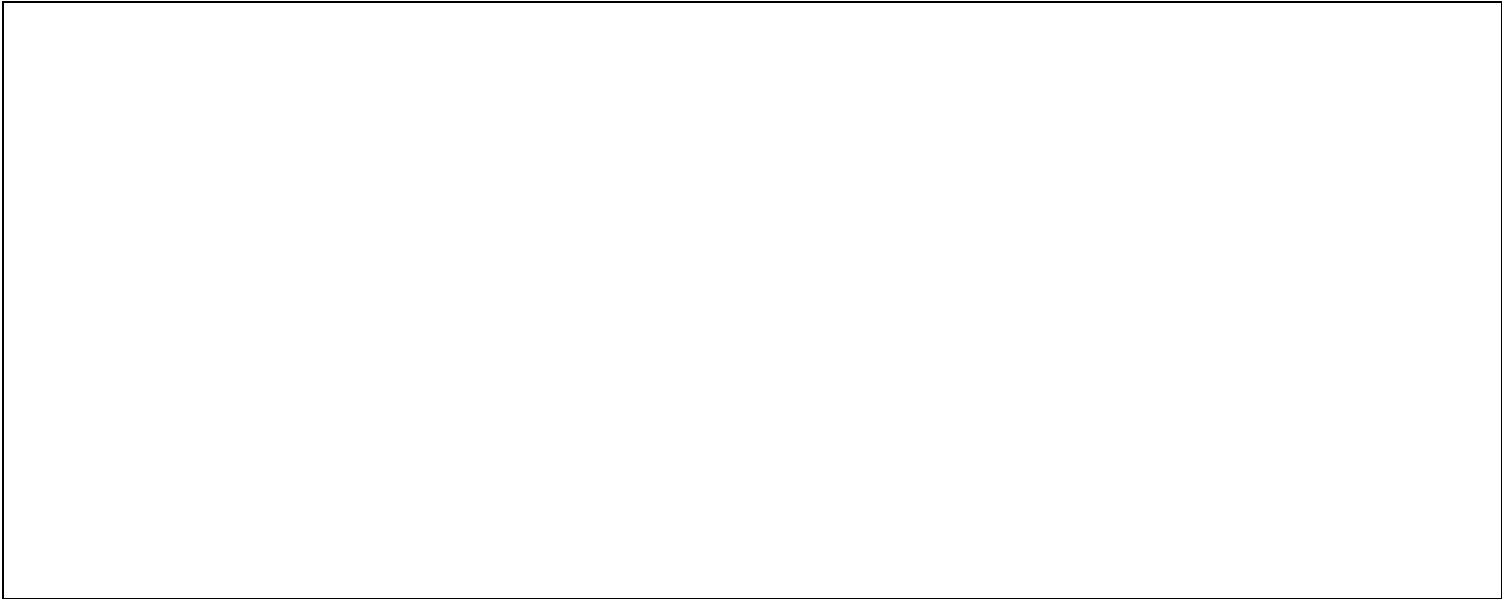
In compliance, approved Approved with conditions Non compliance, denied

Signature: _____ Date: _____

(City Processing Fee) _____ (City Daily Fee) _____
Date Paid: _____ License Number: _____ Date Issued: _____

Dates of Operation: From _____ to _____

OR ATTACH A PICTURE OF YOUR STAND HERE



- Please include these three (3) elements in your drawing:**
- 1. The boundaries of the property and nearby streets.**
 - 2. The location of temporary structure, number of parking stalls stand occupies, please include any signs and storage area that will be occupied by the temporary business.**
 - 3. The distance between your stand & sign, and any other structure, sign, property line, street right-of-way, gasoline pump, oil storage tank, or flammable liquid storage area.**



PERMIT APPLICATION
 Central Pierce Fire & Rescue
 902 7th Street NW - Puyallup, WA 98371
 Telephone (253) 538.6402 Fax: (253) 538.6486



IMPORTANT INFORMATION: PLEASE READ AND COMPLETE ALL BLANKS
APPLICATION MUST BE SUBMITTED AT LEAST 30 DAYS PRIOR TO DATE OF EVENT OR A LATE CHARGE OF \$100.00 WILL BE ASSESSED.
ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED WITH PLANS ATTACHED

Name of Company or Individual: _____ Date of Application: ____/____/____

Name of Activity/Show: _____ Multiple shows: [Yes] [No] If yes, list dates below.

Dates of Event: From ____/____/____ To ____/____/____ Additional dates: _____

Representative (your name): _____ Phone (____) _____

Email: _____ Cell: (____) _____

Postal Address (your address): _____ City: _____ ST: ____ Zip: _____

Description of Event/Activity (What kind of permit you are applying i.e., open flame (includes cooking, hotworks, public assembly, etc.)

Bldg. or Area where event will occur (address if applicable): _____

On site contact person: _____ Contact #: (____) _____ cell: (____) _____

******Date and Time Inspection Requested: Date: ____/____/____ Time ____ : ____ (a.m.) (p.m.)******

Estimated number of vendors: Inside (____) Outside (____) Estimated Attendance: _____

FINANCIAL INFORMATION (Please make checks payable to ("Central Pierce Fire & Rescue"))
Permit fee is \$100.00. Inspection fee is \$80.00 for the 1st hour, after the 1st hour, fees may be charged by the ½ hour. Plan review is \$40.00 for the 1st ½ hour.

Applicants applying for a PUBLIC ASSEMBLY PERMIT must have a copy of the Central Pierce Fire & Rescue Life Safety Requirements Package.

PERMIT FEES _____ 1st HOUR INSPECTION _____ 1st ½ HOUR PLAN REVIEW _____

CHECK NUMBER [_____] RECEIPT NUMBER [_____] TOTAL DUE _____

ADDITIONAL PERMITS ARE REQUIRED FOR THE FOLLOWING ACTIVITIES:

Barbecues, candles & open flames in assembly area, use of flammable & combustible liquids, liquid or gas fueled vehicles or equipment in assembly buildings, temporary membrane structures, tents & canopies (over 400 sq.ft.), hotworks, fireworks & pyrotechnical special effects materials. SPECIAL NOTE: ALL PERMIT APPLICATIONS FOR INTERIM EVENT PUBLIC ASSEMBLY PERMITS MUST INCLUDE A SITE PLAN FOR PLAN REVIEW.

ALL FEES MUST BE PAID PRIOR TO THE PROCESSING OF AN APPLICATION
SEE REVERSE SIDE FOR ADDITIONAL REQUIREMENTS

Please check each requirement as you review it.

1. / / **THIS IS THE MOST COMMON VIOLATION!! Extension cords shall meet the following requirements:** 1. Be a minimum of 14 gauge with a maximum length of fifty (50) feet. 2. Be grounded and maintained in good condition without splices, deterioration or damage. 3. Shall be affixed to the structure in an approved manner, not extended through walls, ceilings or floors, under doors, or be subject to environmental damage. 4. Power taps/multi-plug adapters shall be UL Listed and have internal over-current protection. Power taps shall be directly connected to a permanently installed receptacle.
2. / / **COMMERCIAL FOOD PREPARATION shall require an approved ventilation hood system.** Food preparation that emits grease-laden vapors (i.e. deep fat frying, hamburgers, chicken, etc.) **shall require an approved fire suppression system and a 40BC fire extinguisher (K-Type Extinguisher for deep fat frying). No cooking is allowed in tents, under canopies or temporary membrane structures.**
3. / / **COMPRESSED GAS CYLINDERS:** All cylinders shall be secured from tipping over with chain, cable or approved manner and affixed to a solid object. There is a ten gallon on-site limit. You may have 5 gallons in use and 5 gallons spare to total to the limit.
4. / / **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 the public by fencing, enclosure or other approved means.
5. / / **TENTS** exceeding 400 square feet shall not be located within 20 feet of property lines, buildings, parked vehicles or other internal combustion engines.
6. / / **EMERGENCY FIRE ACCESS ROADS AND HYDRANTS** shall not be blocked or obstructed in any manner. Violators may be cited or towed. Attention is required during setup and dispersal activities.
7. / / **EXITS AND EXIT SIGNAGE** shall not be obstructed in any manner (i.e. storage, curtains, etc.)
8. / / **FIRE EXTINGUISHERS** must have been serviced by a qualified person within 1 year, having a tag affixed and shall be visible and accessible at all times. Fire extinguishers shall have a minimum rating of 2A-10BC. Use of any open flame device requires work to be done on or over a noncombustible surface and a dedicated 2A 10BC fire extinguisher to be present.
9. / / **LIQUID AND GAS FUELED VEHICLE & EQUIPMENT DISPLAY:** All vehicles displayed inside a building of public assembly shall have their **batteries disconnected and fuel caps locked or sealed** with duct tape (to prevent escape of vapors). No vehicle shall be fueled or de-fueled inside of such buildings, and shall not exceed one quarter of the tank capacity or 5 gallons whichever is less. All vehicles shall be inspected for leaks. All vehicles containing propane tanks shall remove the propane tanks and/or their 10% valves. A means of identifying vehicles meeting all Fire Department requirements shall be affixed by show management.
10. / / **PROPANE AND FLAMMABLE GASES:** No **storage of propane or flammable gases is allowed in any tent, canopy or building of public assembly.** A permit is required for all storage.
11. / / **TENTS, TARPS AND AWNINGS:** All **tents, tarps and awnings** shall be made from material which is not flammable or is treated and maintained in a flame-retardant manner. Documentation of Certification is required. Covering of displays with non-approved tarps or plastics **after business hours** is approved. All non-approved tarps or plastic shall be removed prior to opening a building or business to the public.
12. / / It shall be the permittee's responsibility to notify the vendors of special requirements as set forth in this document and to assure that all vendors comply with these requirements at all times during the permitted event.
13. / / Additional permits are required for the following: Barbecues, Open Flame, Use of Flammable or Combustible Liquids, Propane Storage & Use, Temporary Membrane Structures, Tents & Canopies (over 400 sq. ft.), Hot Works, Fireworks and Pyrotechnical Special Effects Materials.
14. / / Hot Work operations shall comply with **International Fire Code 2603**. Hot work operations shall not commence until a site inspection has been completed by a Deputy Fire Marshal and all noted violations, if any, have been corrected. Permit must be kept on the premises for the duration of hot work operations.

**I have read, understand and will abide
by the above listed requirements.**

x

Signature of Applicant

Central Pierce Fire & Rescue
Fire Prevention Division

902 7th Street NW

Puyallup, WA 98371

253.538.6402 office 253.538.6486 fax



FIRE AND LIFE SAFETY REQUIREMENTS

REQUIREMENTS FOR EVENTS AND TEMPORARY STANDS AT FAIRS AND SHOWS

PURPOSE:

To publicize the requirements and provide a standard method of inspection of temporary stands at fairs, shows, carnivals and other occupancies which are not permanent in nature or whose use is temporary or seasonal.

RESPONSIBILITIES:

It is the responsibility of the Fire Marshal or his/her designated authority to ascertain if the requirements of this policy are being complied with, and to enforce these and any other laws and codes of the City of Puyallup, pertaining to **fire and life safety**, as may be necessary.

PROCEDURES:

Temporary stands inside the Western Washington Fair are covered by a master business license, issued to the Fair. Temporary stands, located anywhere in the City, outside the property of the Western Washington Fair, must apply for and receive a temporary business license. After the license has been applied for, the application will be forwarded to the Bureau of Fire Prevention for any permits required.

Applications shall be accompanied by site plans, information related to required permits, or any other information deemed necessary to ascertain all stands are in compliance with the International Fire Code. Any license, either Master or Individual, do not cover permits required by the International Fire Code.

An inspection shall be conducted to determine if the occupancy or operation meets code requirements. The inspection shall ascertain if the requirements of Appendix A, B, and C have been met in addition to any other laws or codes which may apply to the particular application request.

When code requirements have been met, the Deputy Fire Marshal may issue the required permit, which shall be posted at the occupancy or operation.

If you have questions concerning these requirements please contact the Fire Prevention Division at: (253) 538.6402 902 7th ST NW, PUYALLUP, WA 98371 Fax Number: (253) 538.6486.

It may be necessary for the applicant to complete a PERMIT APPLICATION FORM in addition to the TEMPORARY BUSINESS LICENSE APPLICATION. Please read Appendix A for "**Permits Are Required**". If a temporary business license is required, a separate application can be obtained at <http://www.cityofpuyallup.org/business/business-licenses/temporary-stands/> through the City of Puyallup.

APPENDIX A

TEMPORARY USE OCCUPANCIES OR OPERATIONS FIRE AND LIFE SAFETY REQUIREMENTS (Not including electrical)

Any temporary use occupancy, business or operation that fails to comply with the International Fire Code requirements listed here will be **SUBJECT TO IMMEDIATE CLOSURE** until compliance is made. If the particular International Fire Code requirement is not listed here, a reasonable time may be given to comply, unless violation is an immediate life threatening situation as determined by the Fire Marshal or his/her designee.

In order to protect life and property, prevent fires and comply with local fire codes, the following is imposed:

"PERMITS ARE REQUIRED" for the following activities

1. **TO OPERATE A PLACE OF ASSEMBLY:**
An assembly is the gathering together of persons for such purposes as civic, social or religious functions, recreation, food or drink consumption or awaiting transportation.
2. **TO OPERATE A CARNIVAL OR FAIR**
3. **TO OPERATE EXHIBITS AND TRADE SHOWS**
4. **TO ERECT AND/ OR OPERATE A TENT OR CANOPY:**
Tents with a square footage over 200 square feet and canopies with a square footage over 400
5. **TO USE OPEN FLAME DEVICES:**
Use of open flame devices, i.e., torches, candles, glass blowing, forges, stoves, barbecues and all cooking operations, etc; will require approval of the Fire Marshal or his/her designee.
6. **TO USE FLAMMABLE PAINTS:**
Flammable paints shall not be applied or stored without approval of the Fire Marshal or his/her designee.

ADDITIONAL REQUIREMENTS (Fire Marshal Approval is required for all activities listed)

COMMERCIAL FOOD PREPARATION:

The commercial preparation of food, either in temporary or permanent locations, shall be conducted in accordance with the International Mechanical Code (IMC) and the International Fire Code (IFC). Ventilating hood and duct systems will be IMC Type I or Type II, depending on the food products being prepared. **IFC Section 609 and Section 2404.**

Demonstration of commercial cooking is limited to using one electrical heat source in a 10 foot by 10 foot area. The heat source cannot exceed 400 degrees Fahrenheit. Solid or gel type fuel (Sterno) shall be limited based on the recommended manufacturer's design for the warming fixture. If the manufacturer's paperwork is not available, then the Fire Marshal shall make the determination on the amount of (Sterno) fuel that can be used.

APPENDIX A
Continued

FLAMMABLE LIQUIDS:

Gasoline or liquefied petroleum gas portable containers will **not** be allowed inside any structure, tent, canopy or temporary membrane structure. Storage areas shall be approved by the Fire Marshal. Outside use and storage shall be a minimum of 20 feet from a building and approved by the Fire Marshal.
IFC Section 102 and IFC Section 3801

NATURAL GAS USE:

Natural gas is allowed to be used for fuel for heating and cooking. Approval from the local gas purveyor and Fire Marshal is required. A flex gas (CSST) line shall be used to connect to the meter. This line is limited to 4 feet in length. Flex gas (CSST) line is not allowed along the ground or suspended in air. Gas piping shall be supported at a maximum of every 6 feet. It shall be protected in traffic areas from displacement. Gas piping shall be tested on site and approved by the building division. A flex gas (CSST) line may be used as a final connection from the appliance to the gas piping. The length of this flex line shall not exceed 6 feet. Each supply of gas shall have its own shut-off. The gas meter may be used for the shut off if a permanently attached handle is available for use. Each appliance shall have a shut-off located in an accessible location.

ELECTRICAL HEATERS:

Portable electrical heaters are not permitted in a building unless approved by the Fire Marshal and the owner of said building or his/her representative.
IFC SECTION 305.1

SMOKING PROHIBITED:

The Fire Prevention Bureau's Office shall enforce a no smoking policy in those areas specifically posted by the Fire Marshal or his/her designee.
IFC SECTION 310

BARBECUES:

Barbecues, portable or pit require approval of the Fire Marshal or his/her designee.

INDOOR LOCATION:

Barbecue pits used for commercial cooking operations in buildings shall be constructed as commercial food heat-processing equipment in accordance with the International Mechanical Code. Used barbecue coal ash shall be put into an approved container, labeled "**HOT BARBECUE COALS ONLY**" and stored in an approved location.

OUTDOOR LOCATIONS:

Barbecue pits or equipment in outdoor locations shall be constructed of concrete or approved non-combustible materials.

Barbecues shall not be located within 10 feet of combustible walls or roofs or other combustible material.

At least one, 2-A 20 BC fire extinguisher shall be available within 20 feet of the barbecue. Extinguisher shall not be inside another temporary stand.

Used barbecue coal ash shall be put into an approved container, labeled "**HOT BARBECUE COALS ONLY**" and stored in an approved location.

Barbecues shall not be installed or placed inside unless the structure is approved by the Fire Marshal and a permit has been issued allowing this.

APPENDIX A
Continued

FIRE LANES AND HYDRANTS:

Fire lanes shall be maintained to a minimum unobstructed width of 20 feet. Overhangs or other like material shall not obstruct the vertical clearance of a fire lane less than a minimum of 13 feet 6 inches.

Fifteen (15) feet of fire lane on all sides of a hydrant located on an access road shall be maintained clear and free of any obstructions including the parking of vehicles. A minimum of 3 feet of clearance shall be maintained around the circumference of all hydrants.

IFC SECTION 502 AND IFC SECTION 508

OBSTRUCTION OF FIRE SAFETY SYSTEMS:

Exit doors, aisles, exit ways, exit lights, stairways, hose cabinets, fire extinguishers, fire hydrants or any other fire suppression appliances shall not be concealed or obstructed by any decorative material, displays, fixtures, structures or demonstration equipment.

IFC SECTION 509.2 and IFC SECTION 1003.6

DUMPSTERS:

Commercial dumpsters and containers with an individual capacity of 1.5 cubic yards or greater shall not be stored or placed within five feet of combustible walls, openings or combustible roof eave lines without specific approval of the Fire Marshal or his/her designee.

IFC SECTION 304.

TENTS, CANOPIES AND TEMPORARY MEMBRANE STRUCTURES:

Tents, canopies and temporary membrane structures shall comply with **IFC Section 24** and Appendix C of these requirements. (Note: Temporary, site-constructed, wood structures, shall comply with standards listed in Appendix C).

NOTE: OPEN FLAME DEVICES, ELECTRIC STOVES, HOT PLATES AND ANY OTHER FORM OF EQUIPMENT USED FOR THE PREPARATION OF FOOD OR ANY OTHER REASON SHALL NOT BE USED AND ARE NOT PERMITTED WITHIN THE CONFINES OF A TENT, CANOPY OR TEMPORARY MEMBRANE STRUCTURE UNLESS THE TENT CONFORMS TO THE DEFINITION OF A "COOK TENT". See definition.

(Exception: This requirement *may* be waived if "firewatch" personnel are on scene, all required setbacks are available and the tent, canopy or temporary membrane structure is *not* open to the public. This exception shall be approved on a case by case basis by the Fire Marshal. **A PERMIT IS REQUIRED**

COMPRESSED GAS CYLINDERS:

Compressed gas cylinders, in service or in storage, shall be adequately secured (chained) to prevent falling or being knocked over. Ropes, cords, rubber and other combustible material will not be approved for this purpose. Compressed gas cylinder or tank protective caps or collars shall have the caps or devices in place except when the containers, cylinders or tanks are in use or are being serviced or filled.

IFC SECTION 3003.

APPENDIX A
Continued

FIRE EXTINGUISHER REQUIRED:

An approved, minimum 2A-10 BC rated fire extinguisher, or larger, shall be available at each temporary stand. Extinguishers shall serve for only one stand. The Fire Marshal may waive this requirement if the temporary stand is less than 200 square feet and no heating, cooking, electrical or other possible ignition source is located under the temporary stand.

An approved **40BC rated fire extinguisher** shall be provided to protect all cooking and food processing. An approved **K-Type fire extinguisher** shall be required for deep fat frying utilizing vegetable oil. **IFC SECTION 906**

COMBUSTIBLE WASTE:

Combustible waste matter shall not be allowed to accumulate in or near any stand. **IFC SECTION 304.**

EQUIPMENT CONFINED:

All equipment, mechanical or otherwise, shall be installed, maintained and secured within the confines of the stand, i.e., refrigerators, freezers, cookers, etc.

LIQUID AND GAS FUELED VEHICLES AND EQUIPMENT:

Display of liquid and gas fueled vehicles and equipment inside an assembly occupancy shall be in accordance with **IFC 314** and shall meet the following requirements:

- (a) Batteries shall be disconnected with the ends taped in an approved manner.
- (b) Vehicles or equipment shall not be fueled or defueled within any building.
- (c) Fuel tanks shall not be more than 1/4 full nor exceed 5 gals, whichever is less, and fuel systems shall be inspected for leaks.
- (d) Fuel tanks shall be locked or sealed to prevent escape of vapors.
- (e) The location of vehicles or equipment shall not obstruct or block exits.

FAILURE TO COMPLY WITH ANY OF THE ABOVE REQUIREMENTS OR ANY OTHER REQUIREMENTS OF THE PUYALLUP MUNICIPAL CODE CONSTITUTES CAUSE FOR APPROPRIATE LEGAL ACTION.

APPENDIX B

ELECTRICAL EQUIPMENT AND WIRING

USE OF TEMPORARY WIRING:

Special Events: Temporary wiring for electrical power and lighting installations is allowed for a period not to exceed 90 days for Christmas decorative lighting, carnivals and similar purposes, and for experimental or development work.

ABATEMENT OF ELECTRICAL HAZARDS:

Electrical wiring, devices, appliances and other equipment which are modified or damaged and constitute an electrical shock or fire hazard shall not be used.

ELECTRICAL MOTORS:

Electrical motors shall be maintained in a manner free from accumulation of oil, dirt, waste and other debris which will interfere with required motor ventilation or create a fire hazard.

EXTENSION CORDS:

GENERAL:

Extension cords shall not be used as a substitute for permanent wiring.

Minimum 14 gauge extension cords shall be used to extend electrical service.

1. Extension cord shall only be used with portable appliances while such appliances are in immediate use.
2. Extension cords shall be plugged directly into an electrical outlet and shall, except for approved multi-plug extension cords, serve only **one** portable appliance.
3. The ampacity of the extension cords shall not be less than the rated capacity of the portable appliance supplied by the cord.
4. Extension cords shall be maintained in good condition without splices, deterioration or damage.
5. The extension cords shall be grounded when servicing grounded portable appliances.
6. Extension cords and flexible cords shall not be affixed to structures, extend through walls, ceilings, floors, under doors or floor coverings, or be subject to environmental or physical damage.

VIOLATIONS NOTIFICATION:

NON-APPROVED, MULTI-PLUG ADAPTERS, EXTENSION CORDS AND OTHER ITEMS THAT ARE BEING USED ILLEGALLY WILL BE DISCONNECTED AND GIVEN TO THE OWNER OR OPERATOR TO BE REMOVED FROM THE AREA. IF THE OWNER OR OPERATOR IS NOT PRESENT WHEN THE VIOLATION IS FOUND, THE ITEM OR ITEMS MAY BE DISCONNECTED, MARKED "NOT APPROVED" AND LEFT TO BE REMOVED.

APPENDIX B
Continued

POWER TAPS:

1. Power taps shall be of the polarized or grounded types and shall be listed.
2. The power taps may be directly connected to permanently installed receptacles, or extended by the use of one 50' extension cord that is rated at a minimum of 14 gauge.
3. Power tap cords shall not extend through walls, ceilings, floors, under doors or floor coverings, or be subject to environmental or physical damage.

ACCESS TO SWITCHBOARDS AND PANELBOARDS:

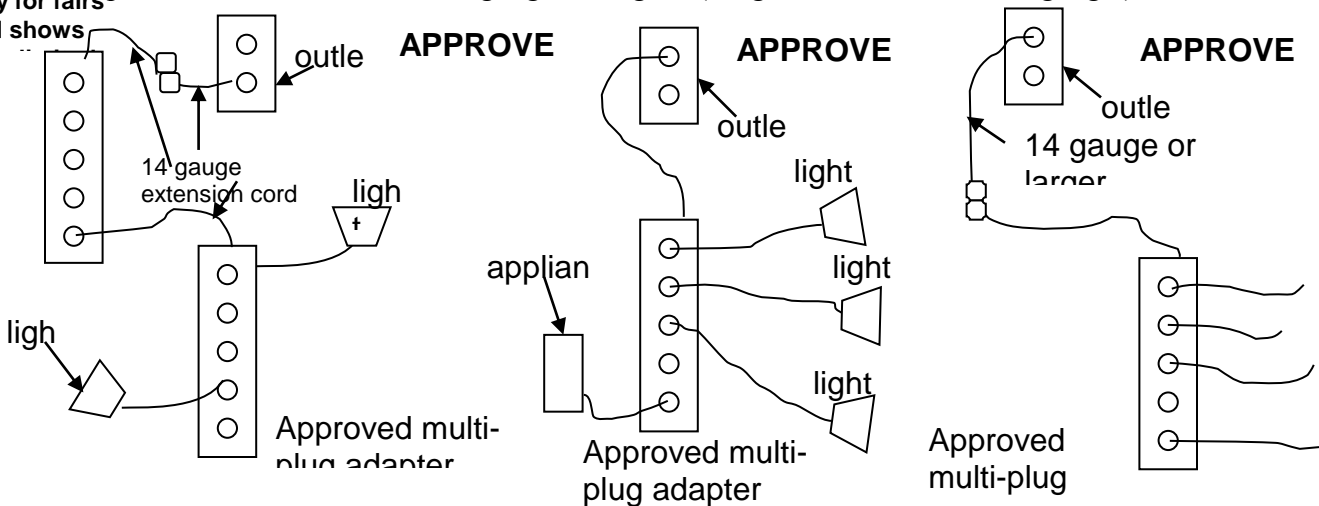
A clear and unobstructed means of access with a minimum width of 30 inches and a minimum height of 78 inches shall be maintained from the operating face of the switchboard or panel board to an aisle or corridor.

The **GRAPHICS** below are presented to give a visual understanding of approved methods of temporary wiring for lights and appliances at fairs, carnivals and shows. Also, remember the following parameters:

1. Extension cords that are less than 14 gauge in size will not be allowed to extend electrical service.
2. Extension cords shall supply power to one plug only.
3. Approved multi-plug adapters/power taps with a testing laboratory's label amped on them, or attached to them, are allowed. The word "**APPROVED**" means the unit has been tested and approved for it's intended use by a nationally recognized testing laboratory such as Underwriters Laboratories or Factory Mutual. Adapters must have over current protection that will activate and shut off the current if the adapter is overloaded.

If you are unable to reach the outlet with the plug connected to the appliance, you will require an extension cord of 14 gauge or larger. (Larger would be 10 or 12 gauge.)

This arrangement is approved for temporary installation only for fairs and shows



FAILURE TO COMPLY WITH ANY OF THE ABOVE REQUIREMENTS OR ANY OTHER REQUIREMENTS OF THE PUYALLUP MUNICIPAL CODE CONSTITUTES CAUSE FOR APPROPRIATE LEGAL ACTION.

APPENDIX C

TEMPORARY USE OCCUPANCIES OR OPERATIONS FIRE AND LIFE SAFETY REQUIREMENTS

TENTS, CANOPIES AND TEMPORARY MEMBRANE STRUCTURES

DEFINITIONS:

TENT:

Any structure, enclosure or shelter constructed of canvas or pliable material supported by any manner except by air or the contents it protects. **(Plastic material will not be allowed for roof cover or side enclosure cover unless it is certified as being flame retardant and will not melt and drip under fire conditions.)**

COOK TENT

2404.15 Cooking tents. Tents where cooking is performed shall be separated from other tents, canopies or membrane structures by a minimum of 20 feet and will not be open to the public. **IFC SECTION 2404**

An approved **40B rated fire extinguisher** shall be provided to protect all cooking and food processing. An approved **K-Type fire extinguisher** shall be required for deep fat frying utilizing vegetable oil. **IFC SECTION 906**

CANOPIE:

Any temporary structure, enclosure or shelter constructed of fabric or pliable material supported by any manner except by air or the contents it protects and is open, without side walls or drops, on 75 percent or more of the perimeter. **(Plastic material will not be allowed for roof cover or side enclosure unless it is certified as being flame retardant and will not melt and drip under fire conditions.)**

TEMPORARY MEMBRANE STRUCTURE:

Any air-inflated, air supported, cable, or frame-covered structure as defined by the IBC, which is erected for less than 180 days and not otherwise defined as a tent, canopy or awning.

AWNING: A shelter supported entirely from the exterior wall of a building.

Exits from tents and temporary membrane structures in excess of 200 square feet and canopies in excess of 400 square feet shall comply with **IFC SECTION 24 TABLE 2403.12.2**

Tents, canopies and temporary membrane structures of any size shall comply with the following standards as well as all other requirements of these rules and regulations as apply:

In the event the flame-retardant application is performed by other than a "CERTIFIED" commercial applicator, a "Flame Retardant Verification Statement" shall be completed **prior** to the issuing of any permits.

FLAME RETARDANT TREATMENT AND STANDARDS:

The sidewalls, drops and tops of all tents, canopies and temporary membrane structures shall be of flame retardant material or shall be made fire retardant in an approved manner. When used on floors or passageways floor coverings, bunting, flammable decorations or effects, including sawdust, shall be made fire retardant in an approved manner.

An approved certification shall be retained on the premises indicating the following:

- (1) Names and address of the *owners* of the tent or air-supported structure.
- (2) Date fabric was last treated with flame-retardant solution.
- (3) Trade name or kind of chemical used in treatment.
- (4) Name of persons and firm treating materials.
- (5) Name of testing agency and test standard by which the fabric was tested..
IFC Section 2404.4

GENERAL:

No such stand shall be located within two (2) feet of any side property line or public sidewalk, within ten (10) feet of any permanent building, nor within fifty (50) feet of any gasoline pump, oil storage tanks, or premises where flammable liquids are kept.

Overhangs from temporary stands that fold down or lower shall not project out over any public sidewalk or public way.

Open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within Twenty (20) feet of the tent, canopy or membrane structures while open to the public unless approved by the Fire Marshal.

If allowed by the Fire Marshal, all cooking appliances which produce grease laden vapors shall have approved ventilating hood and duct systems and shall be protected by an approved automatic fire extinguishing system. (Exception: Cooking appliances in the open air with no covering or roof.)

SITE-BUILT, WOOD STRUCTURES:

- (1) When a temporary stand is to be occupied and utilized for the purpose of food preparation where heat of any kind is required, the construction of the stand shall meet the minimum requirements listed below and in addition, other requirements of the **IFC** when required by the Fire Marshal.
- (2) No such stand shall be located within two (2) feet of any side property line or public sidewalk, within ten (10) feet of any permanent building, nor within fifty (50) feet of any gasoline pump, oil storage tanks, or premises where flammable liquids are kept.
- (3) No foundation is required for less than 400 square feet.

APPENDIX C
Continued

FLOOR FRAMING:

<u>Joist Size</u>	<u>Spacing</u>	<u>Maximum Span</u>
2 x 6	24"	8'6"
	16"	9'11"
2 x 8	24"	11'3"
	16"	13'1"

- 1/2" plywood sub-floor minimum for 16" joist spacing
- 3/4" plywood minimum for 24" joist spacing

WALL FRAMING:

- 2 x 4 studs minimum
- 3/8" plywood minimum for stud spacing of 16"
- 1/2" plywood minimum for stud spacing of 24"
- Openings in walls to be supported with appropriately sized headers.

ROOF/CEILING FRAMING:

- 2 x 6 rafters at 24" spacing will span 11'5"
 - 2 x 6 rafters at 16" spacing will span 13'11"
 - 3/8" plywood may be used with rafters spaced at 16"
 - 1/2" plywood may be used with rafters spaced at 24"
- Roofing materials per code based on roof pitch.

Awnings, overhangs and any other appurtenances shall be as least eight feet above any public walkway or sidewalk.

Roof coverings of fabric, canvas, or other material shall be certified as being flame retardant. This certification shall be in writing from the manufacturer or other recognized agency.

TRAILERS, MOTORHOMES, OTHER VEHICLES AND PRE-BUILT STRUCTURES THAT CAN BE TRANSPORTED TO A SITE AND USED AS A TEMPORARY STAND:

GENERAL:

No such trailers, motor-homes, other vehicles and other pre-built structures shall be located within two (2) feet of any side property line or public sidewalk, or within ten (10) feet of any permanent building. Such stand shall not project into a public walkway and shall not be erected or installed within fifty (50) feet of any gasoline pump, oil storage tanks, or premises where flammable liquids are kept.

They shall meet all requirements of these rules and regulations including required licenses, permits, Appendix A, B, and C.

FAILURE TO COMPLY WITH ANY OF THE ABOVE REQUIREMENTS OR ANY OTHER REQUIREMENTS OF THE PUYALLUP MUNICIPAL CODE, CONSTITUTES CAUSE FOR APPROPRIATE LEGAL ACTION.



CITY OF PUYALLUP

Development Services Department

333 South Meridian

Puyallup, WA 98371

253.864.4165 voice - 253.840.6678 fax

CONDITIONS OF APPROVAL: Temporary Stand Licenses

The following conditions of approval shall apply to all temporary stand locations:

1. Placement of stands, signs or vending booths shall be adequately setback from each roadway **and corner (including driveway corners)** so as to not interfere with normal sight-distance requirements of motorist traffic.
2. Placement of stands, signs or vending booths shall not occupy designated parking spaces so as to cause the host facilities to be out-of-conformance with minimum city required parking.
3. Placement of stands, signs, vending booths shall not interfere with normal vehicular or pedestrian traffic on each parcel.
4. **SIGNAGE:** Max signage area not to exceed 32 square feet. Only one sign shall be permitted per public street frontage containing the permitted temporary use. Banners used as signs must be attached to the stand and not free standing. Off-site signs are not permitted.
5. A-Board signs may be placed in the public right-of-way on the sidewalk without a permit. The Legal Department has determined that a permit and proof of liability insurance is unnecessary.

Sandwich Board Signs:

- It shall be the responsibility of the business owner to ensure proper daily placement of Sandwich Board Signs.
 - Sandwich Board Signs may be no larger than (6) six-sq. ft. per side, and the height shall not exceed 36 inches. Balloons are not permitted to be placed on a sandwich board sign or in the public right of way.
 - The placement shall not interfere with an official traffic sign, signal, or driver's view of traffic.
 - Prohibited from being placed in roadway, median strip, traffic island, or attached to any utility pole, light standard, traffic sign, tree, fire hydrant, or other public facility. Not allowed to be placed in required landscaping.
 - Prohibited from blocking a sidewalk, encroaching into handicapped ramp, or being placed closer than (2) two feet from face of curb. Prohibited from being placed closer than (6) feet from the edge of pavement to the nearest edge of the sign along a roadway with no curb.
 - Allowed to be displayed only during hours that the business is open or between the hours of 7:00 am or 7:00 PM in C or M Zones and between 9:00 am & 7:00 PM in all other zones.
 - The sign must be constructed of durable materials and withstand any environmental conditions that may detach its placement from the ground. [*Please do not place signs during extreme storm events.*](#)
 - City Staff is authorized to immediately remove and destroy any Sandwich Board Sign or other sign placed in violation in the public right of way or on any telephone pole or city traffic sign.
6. The city reserves the right to require re-configuration of the display area if significant congestion/traffic safety concerns result from motorists accessing the display area.

If you have any questions regarding the above conditions, please do not hesitate to contact:

- Kendall Wals, Assistant Planner at 253-841-5462, or
- Shane Pieren, Code Compliance Officer at 253-770-3327.

Read and check off each of the following items in order to comply with Tacoma-Pierce County Health Department requirements.

- Application and payment must be received 14 days before the event or you will be charged a late fee.
- Get a Washington State Food Worker Card. At least one person must have a valid Food Worker Card. Tacoma-Pierce County Health Department recommends that all employees and volunteers have Food Worker Cards.
- You must have handwashing facilities. A temporary handwashing station consists of a 5 gallon insulated container with a continuous flow spigot, 5 gallon catch bucket, water **100°F to 120°F**, pump soap and paper towels. Failure to comply with the handwash station regulations will result in a \$120 reinspection fee.

- Prevent bare hand contact with ready-to-eat food. Use gloves, tongs, deli-tissue or utensils. Hands must be washed before putting on gloves and in between glove changes.
- All food preparation must be done at the event or in a kitchen approved by Tacoma-Pierce County Health Department. Food prepared at home are not allowed.
- All fruits and vegetables must be purchased pre-washed, pre-cut or washed in an approved kitchen. All rinsed fruits and vegetables must be stored and transported in a food grade container (not the original packaging).

- A thermometer must be available to check cooking and holding temperatures. A tip-sensitive digital thermometer may be required if you are serving small diameter food such as hamburgers (1.5mm).
- Cold food kept at **41°F** or below. Electrical refrigeration or ice chests may be used. Ice must be from an approved source and food must be submerged in ice. Raw and ready-to-eat food must be stored in separate ice chests to prevent contamination. Check food temperatures frequently.
- Food must be thawed by refrigerator, under cold running water in an approved food preparation sink, in the microwave or as a part of the cooking process. Potentially hazardous food can never be thawed at room temperature.
- Hot food kept at **140°F** or above. Sterno devices are not approved. Check food temperatures frequently.

- When barbecuing or using a grill, you must separate or rope off the equipment from the public by at least a 4 foot barrier. A second hand washing station may be required in the cooking area.

Requirements to Operate at Temporary Events

- Check all final cooking temperatures with a thermometer.

Poultry and all stuffed food	165°F
Ground or injected meats	155°F
Fish, shellfish, beef, pork and eggs	145°F
Fruits and vegetables kept hot	140°F
- A consumer advisory is required any time undercooked or raw eggs, meats, fish or shellfish are offered on the menu.
- All open food items must be protected from potential contamination. Samples or self-serve items must be protected by a sneeze guard. Food and food-contact surfaces must be stored at least 6 inches above the ground.
- Food cannot be cooled at a Temporary Food Establishment. All cooling of food must take place at an approved kitchen with prior approval from Tacoma-Pierce County Health Department.
- All food must be reheated to **165°F** within 1 hour. Use stoves, grills or microwaves for quick reheating. Steam tables may not be used to reheat food.
- Chemicals must be properly labeled and stored away from all food and food-contact surfaces.
- Provide one or more sanitizer buckets with wiping cloths. You must have separate buckets for raw and ready-to-eat food. Mix one teaspoon of bleach per gallon of cool water. Change bucket every two hours or as needed.
- Dishes and utensils must be washed, rinsed, sanitized and air-dried using a three-compartment sink or dishwasher at an approved kitchen. For events lasting more than one day, a three-compartment sink is mandatory.
- Do not work if you are sick. If you have a cold, flu, open sore or diarrhea, you are not allowed to work with food.
- Smoking, eating or drinking is not allowed in the booth. Only working employees or volunteers are allowed in the booth or food preparation areas.
- You may get a reinspection if you do not meet sanitation requirements or receive violations that cannot be corrected during the original inspection. A fee of \$120 will be assessed for all reinspections.
- I have read and understand all the above requirements.

Sign below:
