

LOS ANGELES FIRE DEPARTMENT REQUIREMENTS SHOWS

The following are the Los Angeles Fire Department's minimum safety requirements for flat trade commercial and other type shows and shall apply whether the exhibit is open or closed to the public.

Fire Department – Applications for a special permit for the following shall be made **fifteen (15) days** in advance of the show.

1. Display and operate any heater, barbecue, heat-producing or open-flame device, candles, lamps, lanterns, torches, etc.
2. Display or operate any electrical, mechanical, or chemical device, which is deemed hazardous by the Fire Department.
3. Use or store flammable liquids, compressed gases or dangerous chemicals.
4. Display or use any internal combustion engine.

BOOTHS

The Fire Department may require that any booth more than **8 feet** in height and employing materials more than ¼ inch in thickness is of plywood, or 3/8 inch of fiberboard, used in the horizontal run of the ceiling construction, be constructed under permit from the Department of Building and safety. This does not apply to peripheral or other framework which provides support for drapery, plastic, or other approved lightweight materials used in the ceiling. Effective June 13, 1977, **fire sprinkler systems will be required for covered exhibits over 750 square feet.** This was changed from the previous requirement of 300 square feet.

FLAME RETARDANT TREATMENT

All decorations, drapes, signs, banners, acoustical materials, hay, straw, moss, split bamboo, plastic cloth, and similar decorative materials shall be rendered flame retardant and labeled in accordance with the provisions of Title 19. Canvas, cloth, cardboard, leaves, or similar combustible materials shall not be used in construction of ceilings for longer than thirty (30) days, and shall be completely flame retardant.

Combustible wood materials ¼ inch or more in thickness, glass or asbestos cloth may be used without flame retardant treatment.

Oilcloth, tarpaper, sisal paper, nylon, Orlon, and certain other plastic materials cannot be made flame retardant, and their use is prohibited.

All flame proofing shall be performed by a person certified by the State Fire Marshal's Office.

No person or firm shall apply a flame-retardant chemical on a job unless the person or firm and the chemical are registered with, and approved by, the State Fire Marshal.

Prior to applying a flame-retardant chemical to any booth or exhibit, the registered Flame Retardant Application Concern shall first notify the manager of the property and show his State Fire Marshal Registration.

After every job of applying a flame retardant chemical by a registered Flame Retardant Application Concern, an approved Certificate of Flame Resistance shall be furnished to the

person or concern for what the work was done and shall be displayed in the booth or exhibit until the close of the show.

COMBUSTIBLES

Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner.

Combustible waste materials, empty cardboard boxes, etc., shall be deposited in metal containers with metal lids until removed from the building. Show management shall assume responsibility for adequate janitorial and rubbish pickup service performed daily. Show management shall advise all exhibitors that booths shall be cleaned of combustible rubbish daily.

Your cooperation in furnishing this information to all parties whom may be contemplating a show or exhibit will be appreciated. For additional information, contact the Public Safety Section of the Fire Prevention Bureau, (213) 485-5976.

EXHIBIT CONSTRUCTION

All Exhibits must conform to the following regulations as outlined by the Los Angeles Department of Building and Safety:

- A. Building Permits are required for:
 - 1. Booths, partitions, and displays under the following conditions:
 - a) Over 12' in height.
 - b) When constructed in a manner, which would restrict or obstruct the proper operation of an existing fire sprinkler system, such as a roof or ceiling.
 - c) When plans and/or calculations by a licensed engineer are necessary to insure structural stability.
- B. When Building Permits are required:
 - 1. Two (2) sets of construction plans are required which clearly indicated:
 - a) The job address.
 - b) Location of the proposed exhibit in relationship to the site, adjacent exhibits, and the building (Show Floor Plan).
 - c) Plan view, section view elevations and any other specifications necessary to determine the height, type, size, and use of the structure.
 - d) The materials used in construction, and how it will be construed to conform to the provisions of the Building Code.
 - 2. The Building and Safety Department may require computations prepared by an engineer or architect licensed by the State of California to accompany the plans.
- C. To secure a Building Permit:
 - 1. Secure clearance from the Los Angeles Fire Department, Public Assembly Inspector, 9th floor, City Hall East, (213) 485-6048 or 485-6050.
 - 2. File two (2) sets of plans that bear Fire Department approval stamp with the Department of Building and Safety, Conservation Bureau Plan Check, Room 425, City Hall, 200 North Spring Street, Los Angeles, CA 90012, (213) 485-7811.
 - 3. Plan check hours are 8:00 A.M. to 4:00 P.M. Plans should be filed as early as possible, but at least five (5) days before construction work is to begin.

Questions can be directed to: Special Projects Division, Engineering Conservation Bureau (213) 485-7811