

Outdoor Event Rules

The Kenosha Fire Department Fire Prevention Bureau, the AHJ of the city (Authority Having Jurisdiction), will be conducting fire inspections the day of your event. All vendor's booths, tents, propane tanks, portable generators, charcoal grills, electrical equipment, appliances, fire extinguishers or any other festival structures or equipment shall be subject to inspection by the Fire Prevention Bureau office prior to the start of or anytime during the event.

The AHJ plays an important role in reviewing the layout of the event; where concessions and vendors will be located, making sure proper egress is maintained, and keeping the necessary access for fire department vehicles available in case of an emergency. Evacuation plans can also be required with large groups of people. Therefore, the completion of a life safety evaluation and evacuation plan shall be on file with the Fire Prevention Bureau per NFPA 1 (10.14.3).

To ensure these inspections go smoothly, with no interruptions to your event, here are a few things we will be looking for:

- No open flame for any reason will be allowed under any tents or awnings. Tents need to be flame resistant.
- Cooking appliances shall be isolated from the public by at least five (5) feet or a suitable barrier placed between the cooking device and the public. Any open flame shall be ten (10) feet away from any tents or awnings per ordinance.
- All vendors must have a **3A40BC fire extinguisher** in their area, with current inspection tag (see attached). Extinguishers shall be located in an area that is conspicuous and easily accessible for use. All employees working in the booth or tent shall be trained in the proper use of the fire extinguishers. Fire extinguishers shall bear a current inspection tag validated within the past twelve (12) months OR a receipt of purchase within the last twelve (12) months shall be available for inspection (NFPA 10-07 and NFPA 96-08).
 - a. Cooking booths or any booth using a liquid or gas fuel source shall have a minimum 3A40BC fire extinguisher in booth accessible in open ready for quick use.
 - b. Cooking booths using a solid fuel source shall have a minimum 6L Class K for solid fuel fire extinguisher within 30 feet and in booth.
 - c. Cooking booths that have a deep fat fryer shall have a "K" rated fire extinguisher within 30 feet in booth.



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- d. In all cooking booths it is recommended that there be 3A40BC and a “K” located within the booth and no more than 30 feet reach.
- e. Any place with a posted occupancy over 50 persons shall have a 3A40BC **within 75 feet** from all areas.
- If extension cords are used (see attached).
- Limit the amount of combustibles under the tents.
- Propane tanks, hoses and fittings shall be free from leaks and are subject to inspection by the Fire Prevention Bureau.
- Charcoal appliances shall be placed a safe distance away, in an open area ten (10) feet outside of tent or structure.
- Only approved charcoal lighter fluid shall be used to start the fire, and once the fire is ignited lighter fluid shall be removed from the booth and stored properly.

Once again, the inspections will be held a couple of hours prior to the event. You must call the number below to set up your inspection appointment a few days before your event.

Please feel free to contact the Fire Prevention Bureau at 262-653-4100 if you have any questions or concerns regarding your area or tent.

Thank you for your time and attention to the situation at hand.

Have a great event!

Kenosha Fire Prevention Bureau
(262) 945-0567

