

Fire & Life Safety Requirements Guide for Temporary Special Events:

including but not limited to use of the Facilities at the Kitsap County Fairgrounds.



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Event planners are responsible for adhering to the permitting requirements for temporary events; and assuring that **associated vendors attending the event obtain required permits before commencing an event.** It is the responsibility of the event planner to ensure the contractors have a copy of required permits and are familiar with the permit's conditions. Failure to do so may result in denial of the permit during the inspection.

The Kitsap County Fire Marshal or their designee is responsible for determining if temporary uses are consistent with the requirements of this guide and applicable rules, codes, and ordinances of the county before approving any permit or temporary use.



“Event planners are responsible for adhering to all of the permitting requirements for temporary events”;



Fairgrounds staff are responsible for providing the permitting requirements for temporary uses of fairgrounds property and assuring that contractors obtain required permits before commencing an event. It is the responsibility of the fairground staff to ensure the contractors have a copy of the permit and are familiar with the permit's conditions.

Where no permit is required, fairgrounds staff must ensure that an event occurs consistent with applicable fire and life safety codes.

[Chapter 9.44 COUNTY FAIR REGULATIONS*](#)
[\(codepublishing.com\)](#)

IFC Definition: Outdoor Assembly Event- An outdoor gathering of persons for any purpose

The International Fire Code defines an outdoor gathering of persons for any purpose as an Outdoor Assembly. KCFMO has further defined these assembly events as smaller than 500 persons lasting less than five hours in duration.

An event coordinator must apply for a Fire Code Operational Permit when:

- An event has more than 500 attendees and a duration of more than 5 hours.
- Tent and membrane structures having an area in excess of 400 square feet.
- When there are cooking tents and or mobile food vehicles open to the public at an event. Mobile Food Vehicles with a current operational permit from Kitsap County can operate at places such as brewery's and winery's without an event permit being required.
- Mobile Food Preparation Vehicles with a current **Washington State Association of Fire Marshal's (WSAFM) Mobile Food Truck sticker** /permit will be accepted in Kitsap County **only when operating under an Event Permit from the Kitsap County Fire Marshal's Office**. Simply put, Food Vehicles from outside of Kitsap County can operate only at an event that our office is inspecting.
- **At that time, the following must be in place:**
 - The vehicle must have a current WSAFM permit issued within one year of the event date.
 - The vehicle must have had Fire Suppression Systems serviced within 6 months of the event, with a current tag as well as appropriate extinguishers.
 - The vehicle must have a working gas detector located at the appropriate place to sense a gas leak.

14.04.710 Operational permits. **105.6.4 Carnivals, fairs and festivals.** An operational permit is required to conduct a **carnival**, fair or festival.

Exception: Outdoor music entertainment regulated by Kitsap County Code Chapter [6.20](#).

Upon receipt of an application for a fair or festival the fire marshal is authorized to:

1. Notify other county departments of the application.
2. Require that event promoters notify affected and surrounding property owners.
3. Require that event promoters hold or attend public outreach or application review meetings.

(Ord. 592 (2021) § 21, 2021; Ord. 552 (2018) § 18, 2018: Ord. 464 (2010) § 22, 2010: Ord. 391 (2007) § 26, 2007: Ord. 323 (2004) § 81, 2004: Ord. 224 (1998) § 6.5, 1998)

FIRE CODE PERMIT

A separate fire code permit issued by the Fire Marshal is required to:

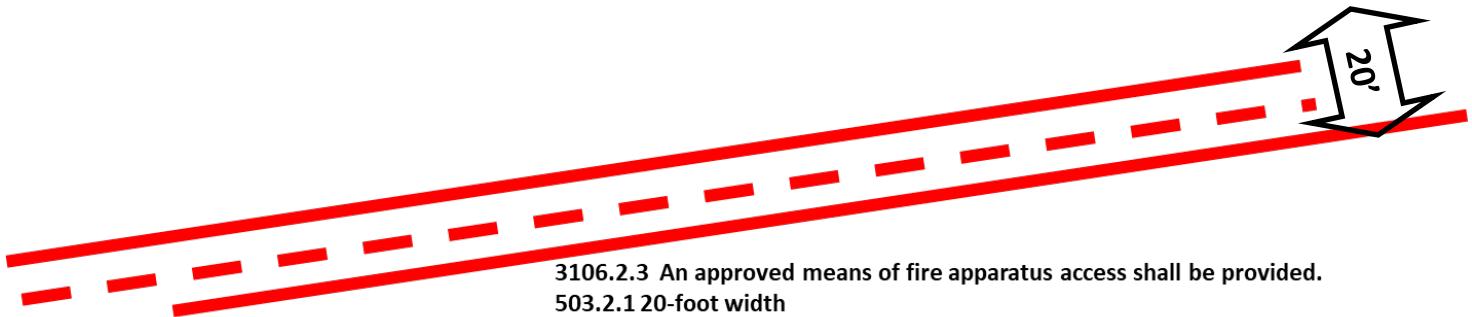
- Erect, operate, or use any structure as an AMUSEMENT BUILDING (Halloween "Haunted House" or similar event)
- Conduct a FAIR or CARNIVAL.
- Use OPEN FLAMES or CANDLES (Jointly approved by Kitsap County Fairgrounds)
- Operate a PLACE OF ASSEMBLY where the total number of attendees exceeds 350.
- DISPLAY, OPERATE, or DEMONSTRATE liquid or gas-fueled vehicles within any building.
- To operate a Mobile Food Preparation Vehicle
- Use FIREWORKS or PYROTECHNIC SPECIAL EFFECTS.
- Erect TENTS, CANOPIES, or MEMBRANE STRUCTURES
- Where any single tent or stage canopy exceeds 400 square feet
 - o Where any tent or canopy, or group of individual tents or canopies placed less than twelve feet from one another, and other buildings exceed 700 square feet.
 - o Where any air-supported membrane structure (children's inflatable blow-up slides, bouncy houses, and/or other membrane structures supported by air) exceeds 400 square feet. All amusement rides including air inflates structures require annual L&I Inspections with documentation on site.

Public Safety Plan for Gatherings

The fire Marshals office may determine that an indoor or outdoor event may have an adverse impact on public safety. A Public Safety Plan may be required for some events. This plan addresses:

- Emergency vehicle ingress and egress*.
- Fire Protection.
- Emergency egress or escape routes*.
- Emergency medical services.
- Public assembly areas.
- The directing of both attendees and vehicles, including the parking of vehicles.
- Vendor and food concession distribution*.
- The need for the presence of law enforcement.
- The need for fire and emergency medical services personnel.
- The need for a Weather Monitor*.

* Required for all events. IFC 403.11.2



Crowd managers

403.11.3 Crowd managers. Where facilities or events involve a gathering of more than 1000 people, crowd managers shall be provided in accordance with Sections 403.11.3.1 through 403.11.3.3.

403.11.3.1 Number of crowd managers. Not fewer than two trained crowd managers, and not fewer than one trained crowd manager for each 250 persons or portion thereof, shall be provided for the gathering.

Exceptions:

1. Outdoor events with fewer than 1,000 persons in attendance shall not require crowd managers.
2. Assembly occupancies used exclusively for religious worship with an occupant load not exceeding 1,000 shall not require crowd managers.
3. The number of crowd managers shall be reduced where, in the opinion of the fire code official, the fire protection provided by the facility and the nature of the event warrant a reduction.

403.11.3.2 Training.

Training for crowd managers shall be approved.

403.11.3.3 Duties.

The duties of crowd managers shall include, but not be limited to:

1. Conduct an inspection of the area of responsibility and identify and address any egress barriers.
2. Conduct an inspection of the area of responsibility to identify and mitigate any fire hazards.
3. Verify compliance with all permit conditions, including those governing pyrotechnics and other special effects.
4. Direct and assist the event attendees in evacuation during an emergency.
5. Assist emergency response personnel where requested.
6. Other duties required by the fire code official.
7. Other duties as specified in the fire safety plan.

The only source for this Crowd Manager training approved by the KCFMO is from:

Crowdmanagers.com

“Coupons” can be purchased by the Event Planner and redeemed at the site if there are multiple people being trained.

APPROVAL

There may be other conditions that apply to any event or permit, as well as exceptions for small or isolated uses, and those considering these activities should contact the Fire Marshal for clarification IFC 105.3.

Permit applications must be submitted to the Department of Community Development with the applicable permit and inspection fee no less than Thirty (30) days before the initial setup for an event. Failure to submit applications thirty days before setup may result in additional fees and application refusal.

In addition to the application and permit fees, applicants must provide:

- A description of the specific use – examples include exhibition or trade show, concert, sporting event, swap meet, haunted house, etc., and information about the sponsor group or individual and who will be the on-site contact and responsible party.
- A list of vendors or exhibitors is required and shall include what they will do in their space during the event.

Vendor	Cooking Devices	Tent or Mobile Food
Joes Burgers	Deep Fried, Gas Griddle	Tent with propane
Pat's Tacos	Gas Grill, boiling water	Tent with propane
Tina's Truck	Deep Fried, Flame Grill	Mobile Food Vehicle
Dave's BBQ	Smoker	Trailer wood smoker
Kristi's Treats	No Cooking, icecream	Tent

The setup and operational components of all temporary uses of fairgrounds facilities require the approval of fairgrounds staff and the Fire Marshal before commencing any event or activity. Approval for an event may be withdrawn or suspended at any time if the use occurs contrary to this guide, permitting requirements, or any other requirement established for the event.

A floor and/or site plan - Several Standard Plans have been approved for different types of events and are available for review at the time of application.

Suppose an applicant elects not to use the Standard Plan or elects to change a previously approved plan. In that case, an additional review, including review fees, shall be submitted before approving the event. Provide on-the-site plans for all outside vendor locations. On the floor plans, show vendor locations, aisle width, exits, etc.

Conditions on a permit-

“Conditions” on a permit refer to the rules associated with issuance of a permit. Pay close attention to the Conditions before and during your event. These Conditions are in place for the safety of all participants. Violating the Conditions can be grounds for revoking the permit.

INSPECTIONS

All events and temporary uses requiring a fire code permit must be inspected and approved by the Fire Marshal or designee before their commencement. The Fire Marshal or other county staff or service provider may inspect any event or special use during its setup or operation.

Inspections must be scheduled to occur during the end stages of event setup (the timing may vary depending on the needs of the use) and need to occur so that there is sufficient time to correct anything that needs attention before opening.

Typically, the inspection only takes an hour or two when a Standard Plan is used. First-time use or prior uses that have changed their setup will likely require the entire two hours. Please plan accordingly. It shall be the responsibility of the event planner or designated responsible party to ensure that the required inspection takes place and that all corrections are complete before opening the doors to the public.

It's recommended that the event coordinator and/or other staff be present during the inspection and to ensure that anything needing correction is accomplished within the time frame established by the inspection staff. It is highly recommended that someone from each booth, exhibit, or other activity be present for the inspection to discuss any corrections.

A Fire Marshal inspection can be arranged by **CALLING (360) 337-5777 NOT LESS THAN ONE WEEK BEFORE THE BEGINNING DATE OF THE EVENT**. One week is needed to coordinate county staffing and ensure the event does not incur additional inspection costs. If an inspection is not scheduled at least one week before the event, it may be subject to additional charges, including overtime for staff.

The content and resources in the document is provided for the coordinator or responsible party to be aware of and share with their participants. This will help to ensure timely approval and that no corrections are needed during the event inspection.

Quilt shows:

All quilt displays must be ???

NFPA 12.6.1– Hanging or suspended furnishings and decorations.

NFPA 14.4.2.2 Furnishings and decorations in means of egress.

Fairgrounds, other county staff, or emergency response agencies may accompany the Fire Marshal during an inspection. Events that do not require a fire code permit will be inspected and approved by fairground staff.

Inflatable Rides such as bounce houses and slides:

Inflatable amusement rides, open to the public are required to be inspected annually by Washington State Labor and Industries. A valid L&I Amusement Ride Safety Inspection operating permit decal is required to be on all inflatable ride.

[Amusement Ride Safety, Permits & Inspections \(wa.gov\)](http://Amusement Ride Safety, Permits & Inspections (wa.gov))

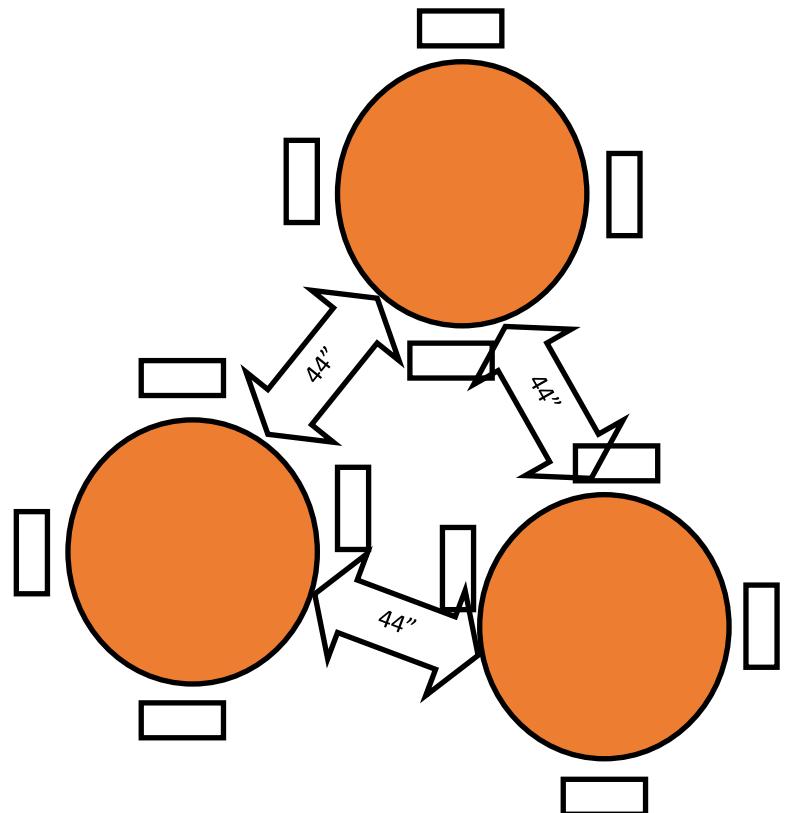
EXITS

Required exit doors, aisles, and areas outside exit doors shall always be kept clear and entirely functional for use in case of fire or other emergencies while the building is occupied.

Furnishings, decorations, draperies, or other objects shall not be placed over or in front of exit doors. Mirrors shall not be located adjacent to any exit. Items for display or sale shall not be in the aisles or at any exit.

Exiting is established for the life safety of participants and attendees and for ordinary and emergency conditions.

Do not do anything that could obstruct an exit in an emergency; if there is a question, *please ask before the event.*



Seating in chairs not secured to the floor:

200 or less seats, no stability requirements.

200 or more: Seats must be fastened together in groups not less than 3, or the seats shall be fastened to the floor

1030.15(3)

Tables with chairs require 44" separation. This may be required to be wider if it is an exit pathway

DRAPERIES, BUNTING, TABLE SKIRTS, DECORATIVE MATERIALS AND VEGETATION

Curtains, draperies, artificial decorative vegetation, bunting or skirting around tables and exhibit booths, and similar materials shall be made of flame-resistant materials or made flame-resistant before the event. Certification of flame resistance shall be provided and shall consist of a tag or label affixed to the item by the manufacturer indicating its flame resistance or a Valid Certificate of Flame Resistance provided by the manufacturer meeting NFPA 701, ASTM E84, CPAI-84, or California State Fire Marshal Seal.

Highly flammable materials shall not be used. Fire-retardant coatings applied to materials must be applied and maintained per the manufacturer's instructions.

Proof of the material applied, and its application must be on site for the inspector during the inspection. Fire-retardant coatings shall meet NFPA 701 standards, ASTM E84, or UL 723.

Plastic tablecloths shall be cut to the size of the table with no overhang or folded and taped underneath the table.

The Fire Marshal strongly encourages participants to rent the pipe and drape, skirting, and similar materials available through the fairgrounds which have been approved. The rental will assist in preventing last-minute changes due to the use of the wrong type of material.

Lightweight plastic skirting is **NOT APPROVED**, if found in place during inspection you will be REQUIRED TO REMOVE IT. Although this material is readily available at stores that sell party supplies, it is highly flammable. At the party supply store, you will want to ensure you purchase lightweight plastic that has a flame retardant built in by the manufacturer, but it is expensive. Be sure to verify you have purchased the correct material.

In buildings with ceiling-mounted radiant heating appliances, no combustibles shall be located within five (5) feet of all portions of the appliance.



DECORATIVE RUGS AND FLOOR COVERINGS

All decorative rugs and floor coverings must be taped with blue painter's or gaffing tape to prevent tripping or movement of the rug or floor covering.



ELECTRIC, LIQUID, AND GAS-FUELED VEHICLES AND EQUIPMENT

Display of liquid and gas-fueled vehicles and equipment inside a building shall meet the following requirements:

- a) The battery shall be removed or disconnected from the battery terminal and cable end, which will be covered with insulated tape.
- b) Vehicles or equipment shall not be fueled or defueled within any building.
- c) Fuel tanks shall not be more than 1/4 full or contain more than 5 gallons of fuel, whichever is less.
- d) Fuel tanks shall be locked or sealed to prevent tampering or escape of vapors.
- e) The location of vehicles or equipment shall not block exits.
- f) CNG, LNG, LPG (propane), and hydrogen fuel tanks shall have their emergency shut-off valves in the closed position.
- g) Electric vehicles shall be rendered inoperable by removing the fuse. Do not disconnect the battery.
- h) Moving or relocating a vehicle before or during a show may be necessary. For this reason, it is highly recommended that a set of keys be available on-site for all vehicles. Vehicle keys or fobs cannot be stored in the vehicle.

Display vehicle fuel levels 1/4 tank



Or 5 Gallons, whichever is less.

We understand that individuals invest a lot of time, effort and money in their show or display vehicles. Please ensure that the above has been completed before the inspection and either have someone on hand to show the inspector that things have been taken care of or leave the vehicle open to be easily seen. Keys may be left at the Parks Office if no one is available during inspection.

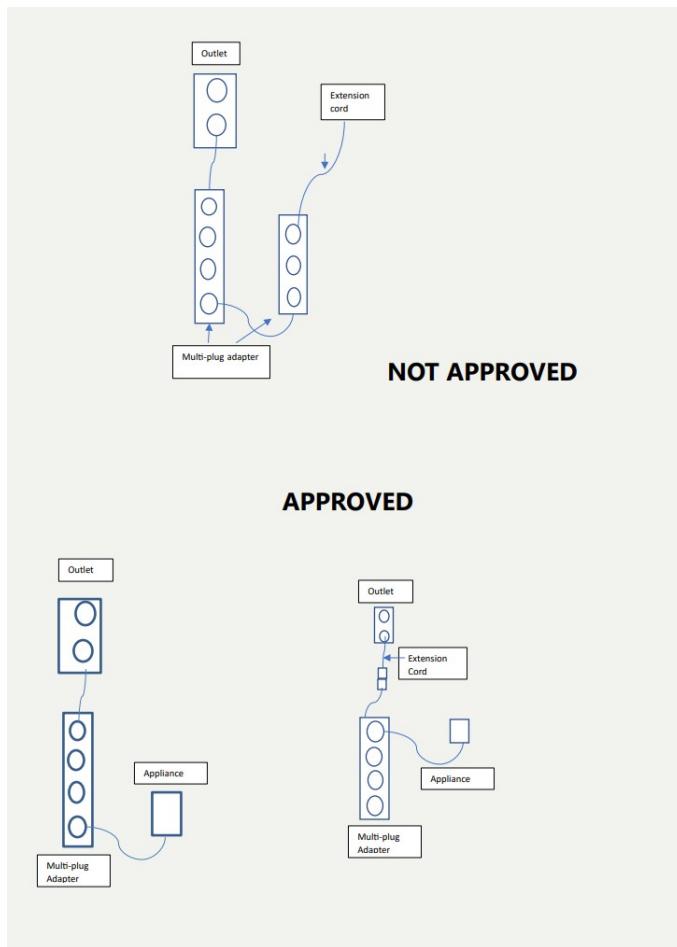
ELECTRICAL HAZARDS

Electrical wiring, devices, appliances, and other equipment that are modified or damaged can constitute an electrical shock or fire hazard and shall not be used. Approved electrical services are provided by the county and are required to be used for electrical service. Please plan accordingly and let fairgrounds staff know your needs before an event.

EXTENSION CORDS:

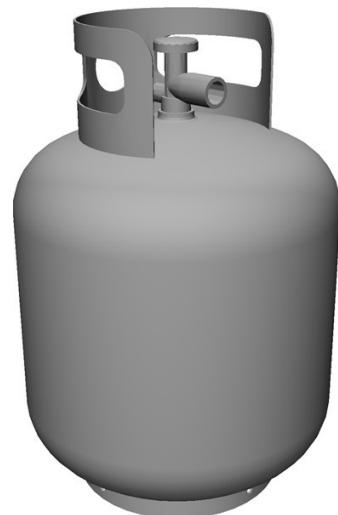
A minimum of 14-gauge extension cords or an approved multiplug adapter shall be used to extend electrical service.

- a. Extension cords shall only be used with portable appliances (a device that moves location when normally used) while such appliances are in immediate use.
- b. Extension cords shall be plugged directly into a permanent electrical outlet and serve only one portable appliance except for approved multiplug extension cords.
- c. The amperage of the extension cords shall not be less than the rated capacity of the portable appliance supplied by the cord.
- d. The extension cords shall be grounded when servicing grounded portable appliances.
- e. Extension and flexible cords shall not be subject to environmental or physical damage. Cords shall be protected against physical damage from walking or other hazards.



PROPANE STORAGE, USE AND HANDLING

- Portable LP-gas containers are allowed to be used temporarily for demonstrations.
- Containers shall not exceed 12 pounds of water capacity or 2.6 gallons of LP gas.
- For containers that supply self-contained torch assemblies or similar appliances, containers shall not exceed 2 ½ pounds of water capacity or 1 gallon of LP gas.
- A portable fire extinguisher shall be located between 5 and 30 feet from the location of the use of the LP gas.
- LP gas containers shall not be positioned on their side or upside down.
- Containers shall not be located within 10 feet of exits or stairways or in areas typically used or intended to be used for exiting occupants.
- If you or one of your vendors or participants anticipates using LPG or any compressed gas in any capacity, be sure to include that information in the vendor list or the description of your event. *Prior knowledge is much better than a surprised inspector!*
- LP gas containers (of a certain size?) shall be located outside a tent or canopy and not less than 10 feet from the tent or canopy (no code reference found).
- Multiple containers shall be secured from tipping.



COOKING OPERATIONS

All cooking operations within buildings emitting grease-laden vapor shall occur under an approved Type 1 hood system. A Class K fire extinguisher is required.

All cooking operations shall have at least one portable fire extinguisher with a minimum 2A:10B:C rating. This 2A10BC size portable fire extinguisher must be in a conspicuous location near an exit.

All deep fryers shall provide a Class K-rated portable fire extinguisher, in addition to the required 2A:10B:C fire extinguisher.

This K-rated portable fire extinguisher must be in a conspicuous location near an exit.

The fire extinguisher must be serviced or purchased within the last year. Ensure the tag is on it and shows the date purchased or when it was last serviced. Every vendor required to have an extinguisher must demonstrate its proper use during inspection – remember, PASS!! (PASS=Call 911, Point, Aim, Squeeze, and Sweep)



The use of solid or gel-type fuel (Sterno Chafing Fuel) shall be limited based on the recommended manufacturer's design for the warming fixture. If the manufacturer's paperwork is unavailable, then the Fire Marshal or his/her designee shall determine the amount of (Sterno Chafing Fuel) fuel that can be used and stored. Equipment will not be approved to be placed on plastic tablecloths.

TENTS, CANOPIES, AND MEMBRANE STRUCTURES: GENERAL REQUIREMENTS

Tents, canopies, and membrane structures shall be separated from parked vehicles and internal combustion engines by 20 feet or more. When tents, canopies, and membrane structures are located near a building, exits from either the building or the tent shall not be blocked.

Tents and canopies, **not used for cooking**, may be placed side by side in groups of 700 square feet, with a 12-foot fire break between each group.

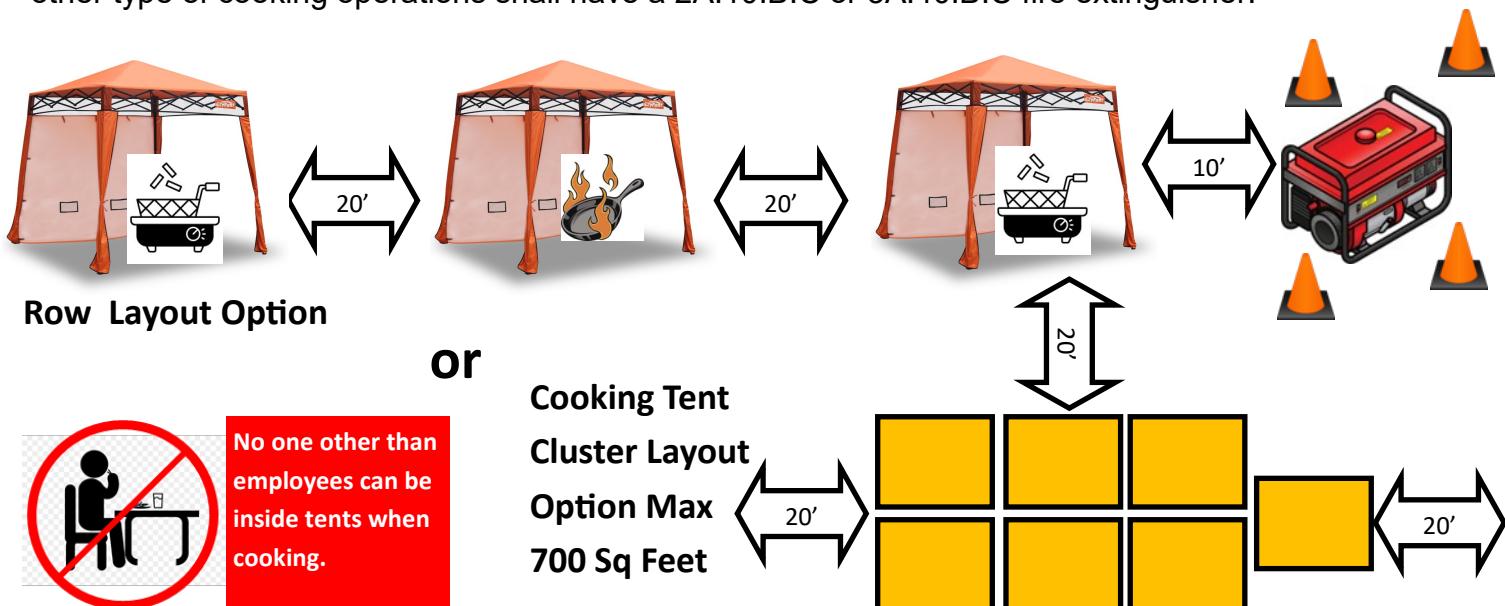
Tents (pop-up canopy typically 10x10) that are utilized for cooking at events shall meet the following requirements:

Tent Spacing with sidewalls or drops where cooking is performed shall be separated from other tents of membranous structures by not less than 20 feet. IFC 3107.12.5

Protection: Cooking equipment using combustible oils or solids shall meet the following:

1. A noncombustible lid shall be immediately available. The lid shall be of sufficient size to cover the cooking well completely.
2. The equipment shall be placed on a noncombustible surface.
3. An approved portable fire extinguisher for protection from cooking grease fires shall be provided at a location approved by the fire code official. IFC 3106.5.2

- The use of charcoal or wood for cooking shall not be approved under a tent.
- Open flame, defined as a barbecue or any cooking device where the food is cooked directly over a flame, shall be moved from under and away from the tent a minimum of 3 feet. IFC 3107.12.6
- Cooking devices located under tents with sidewalls shall have cooking devices located at least 3 feet from the sidewall.
- Tents with or without sidewalls shall have a permanently affixed label with one of the following fire ratings: NFPA 701, CPAI-84, ASTM E84, or the State of California Fire Marshal seal. Tents without a permanently affixed label will be required to remove cooking equipment from under the tent.
- Fire extinguishers shall be provided for all cooking operations within tents. Cooking equipment involving vegetable, animal oils, fats, and deep fat frying shall have a Class K fire extinguisher. Any other type of cooking operations shall have a 2A:10:B:C or 3A:40:B:C fire extinguisher.



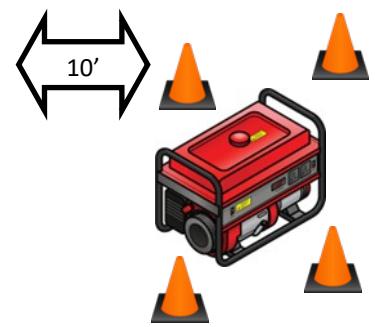
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Tents and canopies, **not used for cooking**, may be placed side by side in groups of 700 square feet, with a 12-foot fire break between each group.



12'



10'



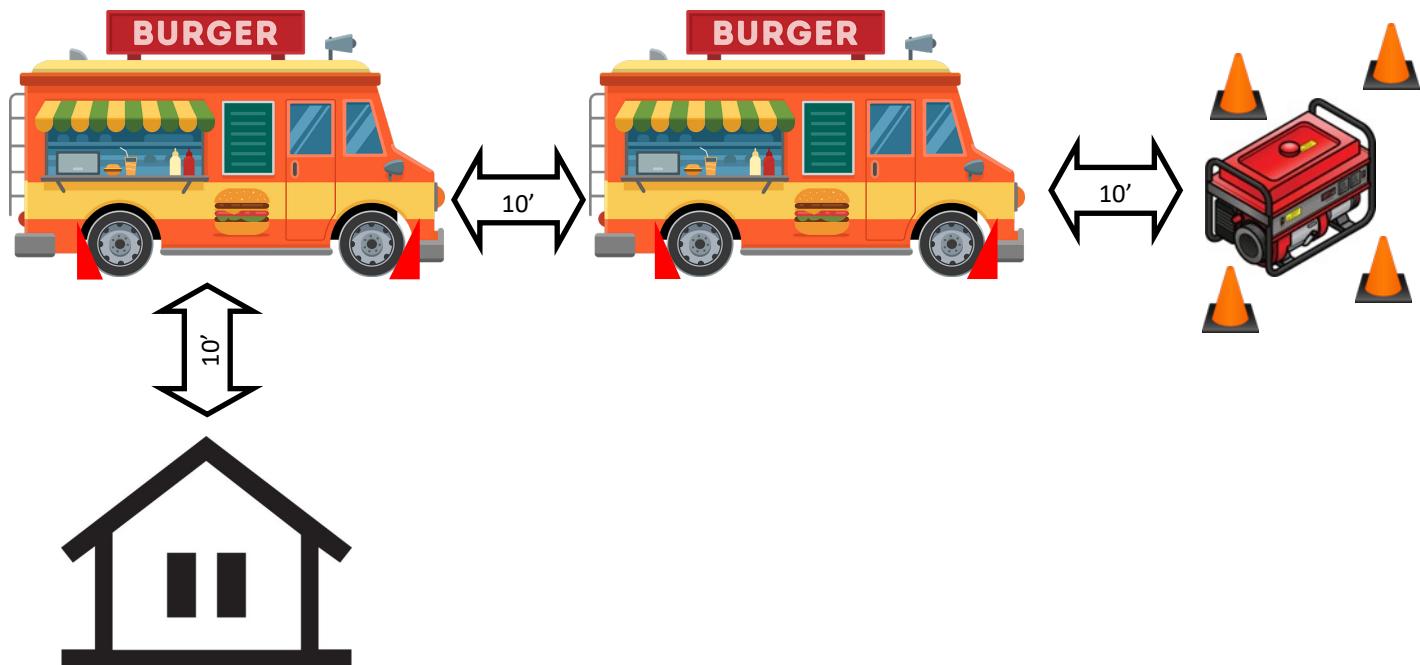
No one other than employees can be inside tents when cooking.

MOBILE FOOD PREPARATION VEHICLES

- Mobile Food Vehicles must maintain 10 feet minimum from exits, entrances, combustible materials, vehicles, and other cooking operations. NFPA 96:7.8.2
- Vehicles must be stabilized while parked, with vehicle jacked or wheels chocked. [NFPA 96 B13.3].
- Food trucks or trailers are not authorized to be inside buildings.
- If a food truck or trailer is in an unauthorized location, they must relocate. If the food truck or trailer has no valid operational permit, they must leave the event.
- Cooking equipment used outside of the mobile food vehicle shall be approved by the Fire Code Official.
- If generators are used, they shall be placed in locations approved by the Fire Code Official.
- Placement of generators shall be a minimum of 10 feet from any combustible material and inaccessible to the public by a physical guard [NFPA 96, B162.1].
- Food trucks or trailers cannot, at any time, be parked in the fire lane.

FIRE CODE OPERATIONAL PERMITS

When events are hosting food trucks or trailers where cooking is conducted within the truck or trailer, a separate Fire Code Operational Permit must be issued by the Department of Community Development or an approved fire agency within Kitsap County. Each mobile food vehicle must have its own Fire Code Operational Permit before the event. This operational permit is valid for one year.





Fireworks displays and shows:

"Public display of fireworks" means an entertainment feature where the public is or could be admitted or allowed to view the display or discharge of display fireworks.

Per Washington Code, a permit is required to discharge commercial fireworks in Kitsap County.

10.48.016 Supervision of public displays.

All public firework displays shall be conducted or supervised by a pyrotechnic operator licensed in accordance with the laws of the State of Washington.

3. In addition to the other requirements of this chapter or Chapter RCW [70.77](#) RCW:

- a. Applicants for firework retail sales or public display permits shall procure and maintain a policy or policies of public general liability, bodily injury and property damage insurance in a company or companies approved by the county in the minimum amount of one million dollars (\$1,000,000) single limit; Kitsap County shall be named as an additional insured.

RCW 70.77.270 Governing body to grant permits—Statewide standards—Liability insurance.

(1) The governing body of a city or county, or a designee, shall grant an application for a permit under RCW 70.77.260(1) if the application meets the standards under this chapter, and the applicable ordinances of the city or county.

OPERATION OF FIREWORK DISPLAY GENERAL REQUIREMENTS.

- 1) The sponsor of the display shall make provisions for fire protection for the display.
- 2) The sponsor shall consult with the AHJ, the local responding fire department, and the operator to determine the level of fire protection required.
- 3) The following shall apply to crowd control:
 - a) Monitors whose sole duty is the enforcement of crowd control shall be located around the display site and at other locations as determined by the sponsor.
 - b) The AHJ and the operator shall approve the provisions for crowd control.
- 4) Monitors shall be positioned around the display site to prevent spectators or any other unauthorized persons from entering the discharge site. 5) Where required by the AHJ, approved delineators or barriers shall be used to aid in crowd control.
- 1) A U.S. Coast Guard-approved personal flotation device (PFD) shall be provided and available for each person on a display launched from floating vessels and floating platforms. Those PFDs shall be properly worn any time the vessel is not moored at the dock. PFDs shall have or include a visual location device.
- 2) A watercraft ready and capable of providing rapid emergency response shall be present during the display.
- 3) Firework barges shall display a sign affixed to the port and starboard side of the barge when on land and in close proximity to the shoreline facing the water labeled 'FIREWORKS-DANGER-STAY AWAY.' This notice will consist of a diamond-shaped sign, 4-foot by 4-foot, with a 3-inch orange retro-reflective border. The word 'DANGER' shall be 10-inch black block letters centered on the sign with the words 'FIREWORKS' and 'STAY AWAY' in 6-inch black block letters placed above and below the word 'DANGER' respectively on a white background. CFR 33-165.1332(b)
- 4) Barge location and buoy sets: The sponsor is responsible to confirm that the barge and buoys are properly set in the preestablished locations. Lighted buoys must be set at roughly 60-degree intervals in a compass circle around the barge (Example A). This assists with maintaining a clear delineation line for boaters anchoring and enforcement. Photos of all buoy lights operating must be provided to the FMO no less than 8 hours prior to the show via email or text. Six white, 6 inch "industrial grade" light sticks shall be on site, as well as a fastening device in case of lighting failure. This requirement is in place due to numerous equipment failures in the past. Buoys must be in place within two hours of the barge being set with the above conditions.

Sponsor provided required items and information:

- Buoys as noted in #6 above.
- A watercraft must be provided for transport of the Fire Marshal or their representative to and from the fireworks barge for inspections. Public safety boats may not be used for this transportation.
- A safety, exclusion and/or drop zone area must remain clear of bystanders prior to and during the fireworks display #3 above. A minimum of one "Patrol" boat must be onsite to maintain this exclusion zone, provided by the sponsor. The patrol boat must confirm the zone is clear and if there are vessels anchored within the zone, usher them to the area outside of the zone. Law enforcement can assist with this if boaters refuse to comply. Public safety boats can be called away for emergencies and cannot be relied upon to maintain the safety zone.
- The Patrol Boat cannot have alcohol consumed on board prior to and during the display shoot. This vessel can be subject to Coast Guard Safety Inspection.

Pyrotechnician (operator) provided required items and information:

- Along with the sponsor, phone numbers must be provided to the Fire Marshal or their representative prior to or on the day of the shoot. This will include Licensed Pyrotechnician, sponsor representative and patrol boat operator.
- An accurate time table (and location) of operations for planning 3 days minimum prior to the display. Time tables must include ordinance delivery, barge loading time, mortar loading, Fire Marshal inspection and anticipated shoot. All distances as described in code as well as NFPA 1123 shall be maintained during each operation.
- All loading, assembly of Safety Shelter and removal of non essential combustibles shall be completed before the inspection.

Resources:

Approved crowd manager training programs in Kitsap County.

CrowdManagers

Event Safety Alliance® (ESA) is a non-profit membership-driven organization dedicated to promoting “life safety first” throughout all phases of event production and execution. ESA’s mission is to help event professionals and our guests be **Empowered, Safe, and Aware** of the reasonably foreseeable risks around them.

[Event Safety Alliance : Life Safety First](#)