



PERMIT APPLICATION
 CITY OF PUYALLUP-FIRE PREVENTION DEPARTMENT
 333 South Meridian - Puyallup, WA 98371
 Telephone (253) 864-4182 Fax: (253) 840-6678

IMPORTANT INFORMATION: PLEASE READ AND COMPLETE ALL BLANKS
APPLICATION MUST BE SUBMITTED AT LEAST 14 DAYS PRIOR TO DATE OF
EVENT.

ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED WITH **PLANS ATTACHED**

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

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

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

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

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 #s: () _____ pager () _____

*****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 the "City of Puyallup")

Permit fee of \$85.00 will not be required with proof of non-profit status attached to this application when filed. Inspection fee is \$45.00 for the 1st hour, after the 1st hour, fees may be charged by the ½ hour. Plan Review is \$45.00 for the 1st hour, after the 1st hour, fees may be charged by the ½ hour.

Applicants applying for a PUBLIC ASSEMBLY PERMIT must have a copy of the City of Puyallup's Fire and Life Safety Requirements Package.

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

CHECK NUMBER [_____] RECEIPT NUMBER [_____] Total Fees: _____

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. The above permit charges shall not apply to the following: 1. Activities of Western Washington Fair non-profit corporations, civic or fraternal organizations, which possess an IRS tax exempt status. These groups will be assessed the normal inspections fees. Proof of exempt status shall be presented at the time the application is filed. 2. Activities of the Western Washington Fair Association, and the for-profit entities which operate on the fairgrounds during the spring and fall fairs. These activities and fees are covered under a contract between the City and the Association.

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 an approved fire extinguisher. No cooking is allowed in tents, canopies or temporary membrane structures.**
3. / / **COMPRESSED GAS CYLINDERS:** The use of LPG is to be approved on a case by case basis by the Fire Code Official. Minimum usage is 5 gallons in use and 5 gallons spare to total 10 gallons on site for Western Washington Fair events and Temporary Stands.
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 Code Official's 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 IFC section 2404. Hot work operations shall not commence until a site inspection has been completed by a fire inspector and all noted violation, if any, have been corrected. Permit must be kept on the premises for the duration of hot work operations.

NOTICE: PERMITS FOR INSTALLATION OR ERECTION OF TEMPORARY MEMBRANE STRUCTURES, TENTS AND CANOPIES REQUIRES APPROVAL BY THE PLANNING DIVISION OF THE CITY OF PUYALLUP. APPLICANT MUST OBTAIN SIGNATURE OF APPROVAL FROM A REPRESENTATIVE OF THE PLANNING DIVISION PRIOR TO ISSURANCE OF PERMIT BY THE FIRE CODE OFFICIAL.

PLANNING DIVISION: APPROVED YES [] NO []

SIGNATURE

IF NOT APPROVED, REASON FOR DENIAL:

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

x _____
Signature of Applicant