



# Clark County Fire Department

## FIRE PREVENTION BUREAU

4701 W. Russell Road • Las Vegas, NV 89118

**John Steinbeck, Fire Chief**

Kelly Blackmon, Sr. Deputy Fire Chief/Fire Marshal

Danny Horvat, Assistant Fire Chief • Wayne Dailey, Assistant Fire Chief



## PERMIT GUIDE

### SPECIAL ACTIVITY LOTS

This guide is provided to assist in permitting process for a special activity lot event such a Christmas tree lots, pumpkin patches, hayrides or similar activities. A permit is required per by 105.6.55 of the IFC.

#### **APPLICABLE CODES:**

The following codes and standard apply to this permit:

- *International Fire Code, 2018 edition (IFC)*
- *Clark County Fire Code Amendments, 2018 edition (CCFC)*

#### **PLEASE NOTE:**

- Additional permits may be required for other activities that support the special activity lot such as tent, fuel tanks for generators, amusement buildings,
- For larger events such as concerts or music festivals, rave parties, corporate events, fan zones, professional sporting events, street fairs, etc. with an occupant load of 1,000 people see Outdoor Assembly Permits.

**Link to CCFC:** See the amendments to codes using the link below;

[https://cms8.revize.com/revize/clarknv/Building%20&%20Fire%20Prevention/Codes/ClarkCounty\\_FireCodeAmendments2018.pdf?t=1598331770575&t=1598331770575](https://cms8.revize.com/revize/clarknv/Building%20&%20Fire%20Prevention/Codes/ClarkCounty_FireCodeAmendments2018.pdf?t=1598331770575&t=1598331770575)

#### **SUBMITTAL REQUIREMENTS:**

**The listed requirements in this guide are not intended to be all inclusive, nor do they entail a limit to the extent of the information, etc., which may be necessary to properly evaluate the submitted plans and documents. Reference CCFC Section 321 and provide all applicable information that pertains to your permit: \*See Appendix A for additional information\***

1. Provide **PROJECT INFORMATION.**

- Name of the Event
- Move in/ Move out dates
- Name and address of property. If located on specific floor level or area include that information.
- Contact Person name and contact number

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2. Overall Site Plan showing the following locations.

- **SITE ACCESS**

- Identify designated Fire Lane Access Road for event. Show access to site from adjacent streets. (shall be paved and 24 feet wide access lane from street to within 150 feet of all event locations)
- Include information on fencing and barricade locations, show dimensions and labelled entry and exit points, provide information on signage information and if temporary lighting will be needed.

- **EVENT INFORMATION**

- Provide total sq.ft for event and show all event information include any items that applies; temporary and permanent buildings locations, pools or water features, platform or stages, amusement and carnival rides, booths and concession stands, tents and membrane structures, generators, and bleachers or seating areas.
- Provide location for fire extinguisher(s), designated smoking areas, designated cooking areas, and clearance to combustibles.
- Ensure clearance is provided to all combustibles and they are arranged on the lot in a manner to mitigate the impact of fire. Reference CCFC Section 321 for clearance to combustibles and provide dimensions to show clearance on your project where applicable.

<b>Combustible Item to the following locations:</b>	<b>Clearance required in feet</b>
Fire lane access roads	10
Property lines	20
To buildings, building exits, building discharges or public ways	10
To Fuel dispensers	50

- **WATER SUPPLY**

- Identify and dimension fire hydrant(s) Location to activity lot.

3. Provide **MAXIMUM OCCUPANT LOAD** information.

- Include the total number of actual seats for ticketed event or provide the Maximum Occupant Load for event.
- Ensure the occupancy is less than or equal to the exit capacity.
- See Appendix A for additional information.

4. Provide a copy of insurance certificate. Refer to CCFC Section 105.1.7.