



# Peoria Fire Department

## Special Event Vendors

### Fire Safety Inspection Requirements

#### **Extinguishers Requirements:**

All cooking vendors are required to have the following.

All craft vendors that use an open flame or heat producing device (e.g. glass blowing, pottery kiln).

At least one class ABC dry powder 10lb extinguisher.

- Fully charged (gauge indicates full)
- Located within the area of the vendor's assigned space and accessible
- Has had an annual inspection by a service company licensed in Illinois
- Displays the appropriate tags and unbroken seal

If you use a fryer or grill that produces grease –laden vapors additionally you will need a class "K" rated extinguisher.

- Fully charged (gauge indicates full)
- Located within the area of the vendor's assigned space and accessible
- Has had an annual inspection by a service company licensed in Illinois
- Displays the appropriate tags and unbroken seal



If the cooking operation produces grease-laden vapors in a trailer and requires an exhaust.

- Type 1 commercial exhaust hood and duct
- Are the filters clean and free of grease
- Automatic hood fire extinguishing system
- Has had an annual inspection by a service company licensed in Illinois
- Displays the appropriate tags and unbroken seal at both the system tank and the pull station
- Is the pull station unobstructed and accessible
- Does the nozzle ends have the appropriate caps in place

### **LPG and Compressed Gas Requirements:**

- Compressed gas cylinders must be secured upright to a fixed object
- LPG tanks shall be secured upright to a fixed object
- No LPG storage in an enclosed area or inside a trailer
- LPG safety valves shall be pointed away from any tent/ canopies /structures
- LPG shall be located no less than 10 ft. from any exit discharge or stairway of any structure
- All liquid and compressed gas cylinders will not be placed to where they are subject to vehicular damage
- All LPG shall be located outside of tents, canopies, and structures
- A NO SMOKING sign will be posted by the LPG



## **Vendor tents and Canopies Requirements:**

- No open flame grills, fryers, griddles underneath**
- No kiln, or open flame heating devices underneath**
- Tent and canopies shall have adequate anchorage, or weighted poles to with stand elements of weather**
- May require a permit that is issued from the Fire Department and Zoning depending on size (section 2403.2 of the 2006 International Fire Code),(tents with more than one side in excess of 200 sq ft. and canopies in excess of 400 sq. ft.)**

## **Electrical Requirements:**

- All electrical equipment shall be maintained and kept in good working order as designed without modification**
- All electrical cords will be UL approved and in good condition with grounding end**
- Extension cords shall be properly sized (amps) with the equipment it is being used**
- Electrical cords shall be on GFCI ground fault outlet when used outside or in wet conditions**
- Cords shall be positioned or protected to prevent trip hazards**
- No overloading of extension cords with adapters or electrical taps**

## **Generator Requirements:**

- Protection shall be provided for the operation so the public can not come into contact with the generator**
- must be kept a minimum of 20 ft. from any tent, canopies, or membrane structure**
- No more than 10 gallons of fuel maybe stored for refueling and shall be in an approved UL storage container**



## Other Requirements:

- A metal cover shall be provided for open air frying operations in case of rain
- No obstructing covering or blocking of fire hydrants
- No cooking by flammable vegetation
- No open ground fires shall be allowed
- A cell phone should be present for emergency notifications
- Decorations shall be flame resistant
- Hot surfaces from cooking and heating devices shall be protected so that the public is protected from physical contact
- Do not block fire lanes
- This document does not limit the Fire Safety inspection; other codes may apply to the set up of your particular vendor booth or trailer.**

Questions may be directed to the following:

**Peoria Fire Department  
Division of Fire Prevention  
505 N.E. Monroe Street  
Peoria, IL 61603  
PH. (309)-494-8700**



## Peoria Fire Department Special Event Vendors Fire Safety Inspection Requirements

Date:	Event:	Location:	
Vendor Name:			
Owner Name:			
Address:	City:	State:	Zip:
Phone:	Signature:		

*I the above signee, represent a responsible party for the vendor stated above, acknowledge I have received a copy read and understand the fire safety requirements for a special event vendor in the CITY of PEORIA, IL.*

Inspector:	Date:	Approved: YES   NO
Inspector Comments:		
Approved:	Date:	