



## **FIRE/SAFETY PLANNING GUIDE FOR OUTDOOR ASSEMBLY EVENTS, AS REQUIRED BY GEORGIA STATE MINIMUM FIRE PREVENTION CODE (CHAPTER 31).**

1. A permit from the Fire Marshal for an outdoor assembly event will be required for events in either public or commercial property. Applications for this permit can be found at <https://www.sagesgov.com/marietta-ga>. A site plan will be required. Please show the locations of street closures, tents, stages, temporary structures, air-inflated structures, etc. on the site plan. Fire retardant treatment certificates or labels may be required. Building permits may be required for tents over 400 square feet, if enclosed, or 700 square feet if open on all sides; stages; gantries; and other temporary event structures at the discretion of the Chief Building Official. Depending on the scope of the event, additional permits could be required, including:
  - a. Alcohol Sales (business license)
  - b. Parade or road race (police)
  - c. Street Closures (city engineers)
  - d. Filming (parks and recreation)
  - e. Pyrotechnics/Fireworks (fire)

### **Items 2-8 apply to Outdoor Assembly Events on the Marietta Square**

2. Nothing shall be erected that might obstruct access up to and including through the cobblestone crosswalks at Lawrence St, Root St, Whitlock Ave, Winters St, or Roswell St, to allow for emergency access and response.
3. Parallel parking along both sides of Lawrence Street shall be permitted for City of Marietta vehicles, when closed at Waddell St; however, the center lanes of the roadway shall be designated emergency access only up to and including through the cobblestone crosswalk.
4. The intersection of Lawrence Street and Cherokee Street shall comply with fire department access road requirements, including vertical clearance of 13'-6", minimum turning radius of 35-feet, and have at least 20-feet wide clearance.
5. Parallel parking along the north side of Roswell Street shall be permitted for vendor support vehicles, when closed at Waddell St; however, the center lanes of the roadway shall be designated emergency access only up to and including through the cobblestone crosswalk.

6. Mill St, Root St, and Winters St shall be unavailable for parking, and shall be closed at their nearest respective cross street.
7. All cooking vendors shall be located along the inside of the square.
8. Sidewalks to the inside of the square (behind the cooking vendors) shall be closed to pedestrians by erecting hard barricades and signs indicating "sidewalk closed."
9. Any tent must possess a rating, compliant with NFPA 701, and have its label permanently affixed.
10. Tents with sides creating an area over 400 square feet, or open sided tents creating an area of over 700 square feet, shall require building permits, and shall require a 12-foot separation from structures and other tents.
11. No more than 4 cooking tents with sides (totaling 40-feet of linear space) shall be permitted without a 12-foot empty space that shall be protected from pedestrians walking through to the rear of the vendors by hard barricades.
12. There shall be trained/certified crowd managers or crowd manager/supervisors at a ratio of one crowd manager/supervisor to 1000 occupants, or as approved. Free training is available at <https://fmotraining.cobbcounty.gov/moodle/>
13. Open flame or other devices emitting flame, fire, or any flammable or combustible liquids, gas, charcoal, or other cooking device or any other unapproved devices shall not be permitted inside or located within 10 feet of the tent or membrane structure, as approved by the authority having jurisdiction (AHJ).
14. Flammable liquids shall be stored in an approved manner not less than 50 feet from the tent or membrane structure.
15. All cooking shall be done from the rear of the tent, and in such a manner as to prevent members of the public from coming into contact with surfaces that could cause injury.
16. A portable fire extinguisher shall be provided for each enclosed tent or membrane structure and must be located within 30 feet of cooking equipment.
17. A service record tag [identifying the fire extinguisher service company as being licensed by the State Fire Marshal] is required to be attached to all portable fire extinguishers or any fire suppression systems.
18. Warming of foods using solid flammables, butane, or similar devices which do not pose ignition hazards shall be approved.
19. Electrical heating or cooking shall comply with NFPA 70.
20. The floor surface inside tents or membrane structures, and the grounds outside and within a 30-foot perimeter shall be kept free of combustible waste and other combustible materials that could create a fire hazard.
21. Use of compressed gas cylinders is approved; however, cylinders must be secured in an upright position to prevent falling.

22. The use of extension cords is approved; however, cords must be properly rated for the electrical load and secured to the ground using cord ramps so to not pose a trip hazard.
23. Generators and other internal combustion power sources shall be separated from tents or membrane structures by a minimum of 20-feet and shall be isolated from contact with the public by fencing, enclosure, or other approved means.
24. When an Inspection by Marietta Fire Code Officials is required, then it must be done prior to the ignition of any flame producing cooking equipment (Food Trucks are exempt with a valid Food Truck Permit).
25. Mobile Food Preparation Vehicles (Food Trucks/Trailers) are required to be permitted by a member jurisdiction of the North Metro Atlanta Food Truck Coalition (Alpharetta, Brookhaven, Forsyth Co., Marietta, Milton, Johns Creek, Roswell, Sandy Springs). To obtain a Food Truck Permit from Marietta, which requires an inspection BEFORE the day of the event. The permit application is available at [www.SagesGov.com/marietta-ga](http://www.SagesGov.com/marietta-ga). Permit processing and inspection may take up to a week.
26. The permit holder is the party responsible for ensuring compliance with laws and regulations.