



Williamson County Emergency Services District #3  
Hutto Fire Rescue  
501 Exchange Boulevard, P.O. Box 175  
Hutto, TX 78634

## Outdoor Festival Fire Safety Guidelines

According to recent statistics, 118,700 fires involved cooking equipment, with 250 deaths and 3880 injuries resulting from these fires. Cooking fires are most often caused by:

1. Leaving cooking food unattended
2. Placing combustibles too close to the heat source.
3. Unintentionally turning on or not turning off the equipment

Therefore the following are minimum fire safety standards and guidelines that must be observed by all vendors during local festivals and special events. Hutto Fire Rescue fire inspector(s) will inspect all vendors for dangerous and/or hazardous conditions or materials. The fire inspector(s) may order any person(s) to remove or remedy such condition(s) or material(s) that are deemed dangerous or hazardous by Hutto Fire Rescue. Failure to comply with such requests for removal or remediation shall result in the removal of the vendor from the event premises.

### HOURS OF VENDOR INSPECTION

Fire inspectors from Hutto Fire Rescue will begin fire inspections a minimum of one (1) hour prior to the opening of any vendor operation.

### FEES FOR INSPECTION

As of October 01, 2017 a \$20.00 inspection fee is required for every non-permanent food vendor and shall be paid ***prior to the inspector allowing the vendor to open for business.***

**No cash payments are accepted.** Payments can be made with a check/money order payable to WCESD#3 or online with a credit card at **Huttofirerescue.org**, click on the Fire Marshal payment portal

### COOKING AREAS

It is the responsibility of each vendor to ensure the safe operation of any charcoal, wood, LP gas generated fire, or heating elements on the event premises. This includes such items as popcorn machines, grill, food warmers, etc. Any person(s) cooking, warming, or utilizing an open flame shall be instructed on these and any other applicable fire safety regulations. This includes what to do in case of an emergency for the particular festival.

All vendors utilizing an open flame or heating element shall at all times have on site a **fully charged and certified fire extinguisher with current annual inspection tag** from a certified fire extinguisher servicing facility. This includes any newly purchased fire

extinguisher(s). The minimum rating for any fire extinguisher shall be a 3A:10B:C. Vendors **will not be allowed** to begin any cooking operations without first having the correct fire extinguisher at their location.

No flammable liquids will be allowed into an area where an open flame exists. This includes charcoal fires which have already been ignited through use of a fire starter liquid. To enhance a charcoal or wood base fire, the vendor should add additional charcoal or wood as opposed to using “starter” to quicken the process.

### **Kitchen Exhaust Hoods for Mobile Food Vendors**

Any mobile food preparation vehicles that are equipped with appliances that produce smoke or grease-laden vapors shall be equipped with a kitchen exhaust hood and that exhaust hood shall be protected by an automatic fire extinguishing system and have a current annual service tag from a certified company.

All vents and filters that are directly above the cooking area will be free of grease and other debris or build up.

### **POWER SUPPLIES**

**Extension Cords** - All extension cords used to power electrical items must be in proper operational condition and be free of cuts, frayed wires and or loose connections. Such power supplies shall not pose a tripping hazard.

Only surge protectors are allowed to power multiple appliances. All other devices (i.e. octopus plugs, cubes, and etc.) are not allowed and will be required to be removed.

**Generators** – Fuel powered generators must be operated more than 10-feet away from any vendor booth. They are not to be operated inside of any enclosure to avoid carbon dioxide poisoning and possible fire. Fuels to power generators will be kept away from open sources of ignition and away from any vendor booth. **No gasoline is permitted on site to re-fuel gas powered generators.** Generators should only be filled when cold, and should have a gas tank capacity sufficient to power the generator for the duration of the event.

### **OUTDOOR LIGHTING**

All flood lights that use high intensity incandescent bulbs are to be placed more than 3-feet away from any combustible material (paper, plastic, hay, cotton, synthetic materials, canopy tops, etc.). Such lighting shall not constitute a tripping hazard.

### **GENERAL FIRE SAFETY TIPS**

- Never leave cooking food unattended and keep a close eye on food cooking inside an oven.

- Keep cooking areas clean and clear of combustibles (i.e., potholders, towels, rags, food packaging).
- Keep children and pets away from cooking areas by creating a 3-foot "kid-free zone" around the stove.
- Turn pot handles inward so they can't be bumped and children can't grab them.
- Wear short, close fitting or tightly rolled sleeves when cooking. Loose clothing can dangle onto stove burners and catch fire.
- Never use a wet oven mitt, as it presents a scald danger if the moisture in the mitt is heated.
- Always keep a potholder, oven mitt and lid handy. If a small grease fire starts in a pan, put on an oven mitt and smother the flames by carefully sliding the lid over the pan. Turn off the burner. Don't remove the lid until it is completely cool. Never pour water on a grease fire and never discharge a fire extinguisher onto a pan fire, as it can spray or shoot burning grease around the kitchen, thus spreading the fire.
- If there is an oven fire, turn off the heat and keep the door closed to prevent flames from burning you and your clothing.
- If there is a microwave fire, keep the door closed and unplug the microwave. Make sure to have the oven serviced before you use it again. Food cooked in a microwave can be dangerously hot. Remove the lids or other coverings from microwaved food carefully to prevent steam burns.

There will be a safety inspection prior to the opening of all booths/food trailers. If you have any specific questions concerning Hutto Fire Rescue's rules and regulations, please contact Fire Marshal's Office at 512-759-2616. If you have any other questions related to fire safety, please call Hutto Fire Rescue – Fire Prevention.

Please read this document in its entirety prior to setting up your booth.