



**Alameda County Fire Department
City of Dublin Division
Fire Prevention Bureau
(925) 833-6606**



OPEN FLAME PERMITS

Candles used inside Public Assembly Occupancies require a test and permit.

The use of open flame cooking/heating devices in any occupancy classified as a Public Assembly requires a permit. Open flame cooking devices shall only be used in areas that City Staff have pre-designated as a safe cooking area.

**City of Dublin
Dublin Fire Prevention Division
100 Civic Plaza
Dublin CA 94568**

**Phone: 925-833-6606
Fax: 925-829-9248**

Not less than 14 days prior to your event, contact the Fire Prevention office to obtain your permit and if necessary schedule your candle test.

Fire Prevention Staff will conduct the test in accordance to the enclosed fire code.

If you have any questions please call our office between 8:00 a.m. and 5:00 p.m. Monday – Friday (excluding major holidays).



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100 Civic Plaza, Dublin, California 925-833-6606 Fax: 925-829-9248

OPEN FLAME DEVICE GUIDELINES

Alameda County Fire Department, Dublin Fire Prevention encourages careful and limited use of any open-flame device in a public assembly occupancy. When open flame devices are chosen, the following guidelines are to be adhered to in order to maintain safe public assembly areas.

The Fire Marshal will determine if the device and methods of use comply with Section 308 of the 2019 CFC.

CANDLES

- The use of candles, other than small candles in cakes, in any occupancy classified as a public assembly requires a permit.
- Candle holders shall be approved by the Fire Marshal prior to use. ***Please call at least 14 days prior to your event to schedule an appointment to have your centerpiece tested. The Fire Marshal, Deputy Fire Marshal or Fire Inspector will conduct the test in accordance to the enclosed fire codes.***
- Hand held candles may not be passed from one person to another.
- Candles must be in a container with a substantial and wide base which will not allow for the candle to be easily tipped.
- The containers must be located in a manner so as not to allow for the ignition of clothing, drapes or other combustibles.
- Any base, attached display, shade or chimney must be of non-combustible materials.
- Candelabras shall be secured in a fashion to prevent being tipped over.
- Candles or other open flame devices can never be located in an aisle or exit or be passed from one person to another.
- Candles shall not be left unattended when lit and handled by adults only.

REQUIREMENTS FOR OPEN FLAME DEVICES

- The use of open flame cooking/heating devices in any occupancy classified as a Public Assembly requires a permit.
- Open flame cooking devices shall only be used in the designated areas that City Staff has pre-designated as a safe cooking area.
- Open flame cooking in Assembly Occupancies can only occur where there is approved Fire Suppression.
- Applicant shall use the metal container with sand for removal of remaining hot ash or charcoal materials (container is provided).
- All charcoal burners, LPG (propane) and other open flame cooking devices shall not be operated within 20 feet of parked vehicles.
- Chaffing dishes and food warmers can only be used with approved solid fuel in containers no larger than 8 ounces.
- Liquid or solid fueled lighting devices containing more than 8 ounces of fuel must self-extinguish and not leak fuel at a rate of more than ¼ teaspoon per minute when the device or holder is not in an upright position.

- Fuel canisters shall be securely contained within a holder or affixed to prevent being tipped over.
- Rental leaseholder shall provide a 40BC fire extinguisher when using LPG (propane) gas container with a water capacity greater than 2.5 pounds*.
***NOTE: this is the size cylinder used with camp stoves.**
- The Fire Chief is authorized to halt the use of open flame if such open flame devices are determined to be a hazard.
- Open flame devices shall not be left unattended when lit.

What are the fees for a Fire Permit?

As of July 1, 2019, the fee for a Fire Permit for candles in a Public Assembly is \$100 for a one-time use. The fee for a Fire permit for BBQ/Open Flame Cooking is \$100 for a one-time use. Additional rentals will require a new Fire Permit should you choose to have candles or outside cooking.