THE CITY OF SAN DIEGO

MULTI-LEVEL BOOTHS

The purpose of these guidelines is to inform and familiarize event promoters, sponsors, vendors and contractors with special events information and fire safety regulations regarding "Multi-Level Booths" not exceeding two stories in height, inside exhibit halls.

I. Plan Submittal

The licensee shall have a valid floor plan for each multi-level booth from the San Diego Fire-Rescue Department

A. A floor plan shall be submitted at least 90 days in advance in order to allow time for revision and possible changes. The floor pan shall require:

1. Signed and stamped structural framing plans signed by a State of California licensed structural engineer or civil engineer.

2. Gravity load and seismic 4 design category D load calculations shall be provided.

3. Elevation and plan drawings shall show the upper and lower level dimensions.

4. Stair drawings/construction shall meet California Building Code regulations.

5. All stairways shall be a minimum of 3 feet in width and shall be equipped with a handrail on at least one side. Stair drawings shall show width of stairs, rise and run.

6. Any second story deck exceeding an occupant load of 49 persons or common path of egress travel from the second floor exceeding 75 ft shall require a second exit stair.

7. All booths shall have one stair exit directly to the outside of the booth. Stairs cannot exit into an enclosed room.

8. Bottom of stairs shall have a landing before access to the aisles. Bottom of stairs cannot have a door which opens inward or into an aisle.

9. Spiral stairways shall not be permitted.

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10. No ceilings allowed on the upper level.

11. Materials used for decorations shall have documentation for flame resistance which is acceptable to the San Diego Fire-Rescue Department.

12. All furniture shall have a tag attached for documentation and verification of California Bureau of Home Furnishings Technical Bulletin #117 and 133 for fire resistance.

13. One 2-A-10-B:C fire extinguisher shall be located on the upper level and lower level and shall be readily visible, accessible and ready for use.

14. All areas under multi-level booths shall be equipped with a battery operated smoke detector attached to the ceiling understructure.

15. Vehicles shall not be displayed or parked under multi-level booths.

16. Storage inside storage rooms and under booth shall be neat and orderly and shall be limited to a one day supply.

17. Storage shall not be allowed under stairs.

18. Flammable, combustible liquids and hazardous materials shall not be stored under or on upper levels of multi-level booths.

19. Provide a brief description of activities being conducted on upper and lower levels.

II. Inspections

When, in the opinion of the Fire Code Official an after-hours inspection is required; an Inspection shall be conducted prior to the event opening and or during the event. A fee will be charged at the current adopted rate.

III. Fire Code Official

Fire Code Official reserves the right to amend, modify or increase the level of fire safety to the above listed requirements on a case by case basis.

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