

\$100 ANNUAL OPERATIONAL PERMIT FEE

**McKinney Fire Department
Fire Marshal's Office**

**Open Flames and Candles in
Places of Assembly
Operational Permit Application**

A permit is required in accordance with Section 105.6 of the 2015 International Fire Code for the use of open flames or candles in assemblies, dining areas of restaurants or drinking establishments.

Date of Application: _____

Assembly Name and Location

Assembly Name _____

Assembly Type _____

Address: _____

Street Address _____

City _____ State _____ Zip _____

Emergency After Hours Contact Information *(provide a minimum of two contacts)*

Emergency Contact (1): _____

Email Address: _____

Business Phone Number: _____ Mobile/Cell: _____

Emergency Contact (2): _____

Email Address: _____

Business Phone Number: _____ Mobile/Cell: _____

LIST OF THE OPERATIONAL REQUIREMENTS CAN BE FOUND ON THE BACK.

I, *(Print Name)* _____ have read and understand the conditions for approval of this permit, and further understand the above noted facility shall be in full compliance. I also understand that any variances to the conditions without the approval from the Fire Marshal's Office may result in a failed inspection, and additional fees and/or citations assessed in accordance with the City of McKinney Codes and Ordinances.

Signature _____ Date _____

OFFICIAL USE ONLY	
\$100 Permit Fee Paid: \$ _____	Received By: _____

OPEN FLAMES AND CANDLES IN PLACES OF ASSEMBLY

1. Unprotected and gel type candles are not permitted.
2. All candles shall be secured in a nonflammable solid holding device and protected by an enclosure.
3. Candle flames shall be protected from accidental contact.
4. Flames shall be enclosed except for openings on the top and limited openings on the side.
5. Measures shall be taken in the design of the enclosure to prohibit and limit the holding device from being tipped over.
6. LP gas fired flames shall not be used, unless part of a listed appliance and use approved as such.
7. Open flames, when used as part of a cooking demonstration or hibachi style cooking, shall not extend within 12 inches of combustible materials, or take place in such a manner to cause the flame to propagate.
8. When used as part of a decoration or centerpiece, the flame of the candle shall not be within 6 inches of cut fresh foliage, or within 12 inches of dry foliage or other combustibles at any time.
9. Self-extinguishing tapered candles may be approved without an enclosure as long as they meet the following requirements:
 - a. When used as part of a decoration or centerpiece, the candle must be of a type constructed with an automatic stop, which will prevent burning past a predetermined point. The flame of the candle shall not be within 6 inches of fresh cut foliage, or within 12 inches of combustibles at any time.
 - b. All candles shall be secured with a holding device.
10. Candle wicks shall be trimmed to $\frac{1}{4}$ inch or less.
11. Open flames such as from candles, lanterns, kerosene heaters, and gas-fired heaters shall not be located on or near decorative material or similar combustible materials.
12. Candles shall be prohibited in areas where occupants stand, or in an aisle or exit.
13. An evacuation / safety plan shall be on site and staff must be trained.

Above list is not all-inclusive and is provided for information and guidance only.