



CORAL GABLES FIRE DEPARTMENT

SPECIAL EFFECTS PERMIT - PROCEDURES AND CHECKLIST

Special Effects Permit - Procedures

A Special Effects permit shall be obtained prior to the use of any special effects in the City of Coral Gables. The use of any of the following shall be considered special effects and use will be limited to the following devices:

- Smoke and haze machines
- Fog machines
- Fog induction systems
- Dry Ice
- Lasers
- Strobe lights
- No other types of pyrotechnics are permitted to be utilized. **If pyrotechnics are to be used a separate permit shall be obtained and submitted.**

The following are the procedures and/or requirements for obtaining a Special Effects permit:

- Notice of no less than 30 days in advance of the use of special effects.
- Apply for a Special Effects permit on-line (give link)
- Successfully meeting the listed requirements will cause a Special Effects permit to be issued for use during designated performances only. Any new production requires a new permit request be submitted.
- A pretesting of the equipment installed and, in the location, as it will be utilized in the production to determine its effect on fire detection equipment. This test will be conducted on the day of the event one hour before the event begins by the Coral Gables Fire Prevention Department Fire Safety Inspector and the applicant.
- The product used for haze, fog or other effect involving a chemical must have a **Material Safety Data Sheet (MSDS)** submitted with the request for permit (comply with OSHA Hazard Communication Standard). The product may also require a specification sheet and/or cut sheet for system generation and safe application.
- The fire alarm system will not be completely disabled for any performance and may not be altered or redesigned with fans or devices, causing them to not report as designed. Only a qualified person shall disable portions of the fire alarm. Per NFPA 72 10.5.3.4 The following qualifications shall include, but not be limited to, one or more of the following: (1) Personnel who are factory trained and certified for the specific type and brand of system being serviced (2) Personnel who are certified by a nationally recognized certification organization acceptable to the authority having jurisdiction (3) Personnel, either individually or through their affiliation with an organization that is registered, licensed or certified by a state or local authority to perform service on systems addressed within the scope of this Code (4) Personnel who are employed and qualified by an organization listed by a nationally recognized testing laboratory for the servicing of systems within the scope of this Code

- A fire watch will be put in place by the Coral Gables Fire Department to meet criteria established by the Florida Fire Prevention Code. The fire watch personnel will arrive one hour prior to the event start time and will remain on-site until the machine/equipment has been completely removed from the premises.
- The amount of fog or haze may not obscure fire exits or exist signage.
- The company requesting the permit will be responsible for all expenses incurred for additional manpower or equipment if request is approved and above is required.
- Consideration for the approval of smoke and/or haze will include the following:
 - Type of smoke and/or haze produced
 - Method of smoke and/or haze production
 - Duration of the smoke and/or haze production
 - Proximity to egress components
 - Proximity to fire alarm detection devices
- MSDS for any product used to produce smoke and/or haze shall be obtained from the manufacturer and **kept in a binder** on the premises during the event.
- The Special Effects approved permit packet shall be on site for the Fire Safety Inspector to review upon arrival to the event.
- Further questions can be directed to the Coral Gables Fire Prevention Department via email at fireprevention@coralgables.com.

Special Effects Permit - Checklist

- ☐ Apply online for a Special Effects permit 30 days prior to the date of the event
- ☐ Submit the following documents:
 - MSDS for any hazardous materials associated with machine
 - Machine specs/cutsheets
 - Description of special effects, devices to be discharged and material to be used (list quantities).
- ☐ Submit a site plan/layout (required with all special effect permit applications)
 - Provide detailed site plan/layout of room or area to be used
 - Show all seating, stages, isles, means of egress, fire extinguishers etc.
 - Clarify if room or space is fully sprinklered and or has fire alarm or smoke detection.
 - Show location of the units at time of discharge. Must show locations on the map with device type.
 - Planned sequence during the event, example how many times will it be discharged; will it be used throughout the event or during specific times of the event (timeline of events)
 - Duration of each intended discharge
 - Provide estimated number of persons to attend (at no time shall the maximum occupant load of room or area be exceeded).
- ☐ Cost of permit (\$350) plus additional fees for fire watch (Fire Safety Inspector hourly rate of \$55)
- ☐ Fire watch required for all events.
- ☐ Provide Operators Information (drivers licenses, certifications, contact information etc.)
- ☐ Provide proof of general liability insurance (at a minimum of \$1,000,000)
- ☐ Provide a **notarized** letter stating that no other pyrotechnics or flame production will be used.



CORAL GABLES FIRE DEPARTMENT

SPECIAL EFFECTS PERMIT APPLICATION

Special Effects Permit Application

Permit required for use of Special Effects, to include the following:

- Smoke and haze machines
- Fog machines
- Fog induction systems
- Dry Ice
- Lasers
- Strobe lights
- No other types of pyrotechnics are permitted to be utilized. **If pyrotechnics are to be used a separate permit shall be obtained and submitted.**

- Name of Production Company:
- Event Name/Description:
- Event Location:
- Event Start Date and Start Time:
- Event End Date and End Time:
- Special effects to be used (check all that apply)
 - ☐ Smoke/Haze Machines
 - ☐ Fog Machines
 - ☐ Fog Induction systems
 - ☐ Dry Ice
 - ☐ Lasers
 - ☐ Strobe Lights
- Name and Title of Operator:
- Operator 24-hour contact phone #:
- Operator Email: