

PORTLAND FIRE & RESCUE

August 2, 2018



FIR 3.03 - HAUNTED HOUSES AND SIMILAR TEMPORARY INSTALLATIONS

I. SCOPE

- A. This policy is established September 29, 1993.
- B. The purpose of this policy is to provide more specific guidelines for temporary use of existing structures/spaces and temporary structures used for Haunted Houses and similar functions that will be attended by members of the public.
- C. Haunted houses or similar installations such as fun houses, etc., set up for 90 days or less inside a structure not designed for this specific use, shall comply with the requirements of these guidelines.

II. SPECIFIC

- A. References
 - 1. 2016 Portland Fire Code (PFC), Appendix K
 - 2. 2014 Oregon Structural Specialty Code (OSSC)
 - 3. Portland City Code (PCC) Title 31

III. GUIDELINES

- A. Public Assembly Permits to operate a haunted house or similar installation shall be obtained from the Fire Marshal's Office at least 21 days before the event is opened to the public. The permit fee will be in accordance with *FIR-12.01 Fire Regulations Fee Schedule*. The applicant shall complete the Public/Special Event permit application and submit it with a complete floor plan, drawn to scale, of the area being used for the event.
- B. The Fire Marshal's Office, Public/Special Events Inspector must be contacted for an inspection and the approval of the evacuation and operational procedures (emergency plan) prior to opening the facility to the public.

C. Haunted houses and similar temporary installations shall comply with the following:

1. The building shall be equipped throughout with automatic sprinkler and fire detection systems.
Exception: Automatic sprinklers are not required where the total floor area of the building is less than 1,000 square feet and the travel distance from any point to an exit is less than 50 feet.
2. Exits
 - a. Shall be a minimum of 3' wide and 6' 8" in height.
 - b. Shall have lighted exit signs placed above each exit.
 - i. Electrically powered with a battery back-up
 - ii. Made of a heavy paper/cardboard with 12" fluorescent red letters on a white background. If using the paper exit sign, a flashlight or spotlight shall be mounted to illuminate the sign when the facility is open to the public.
 - c. Additional lighted exit signs may be required to direct people out of the building, tent, or other structure.
 - d. All stairways must be illuminated at a level of at least one footcandle (one-fifth of normal exit lighting power).
 - e. Blocking, locking or in any way impeding ready access to any marked or required exit is prohibited. All exitways shall be kept clear of any obstructions or storage.
3. When involving a maze:
 - a. There may be no dead-end corridors.
 - b. There must be an obvious exit out of the maze every 50 feet of linear travel.
 - c. All aisles must be a minimum of 4' wide and 6'8" inches high.
4. Occupancy
 - a. The total number of occupants in the facility at any time shall be limited to a number determined by the Fire Marshal's Office.
 - b. A group shall consist of not more than 20 persons, as determined by the Public/Special Events Inspector.
 - c. Each group of children age 12 and under must be accompanied and supervised by a staff person who is 18 years of age or older. This staff person must have in their possession an operable flashlight and shall be completely familiar with the facility.
 - d. The staff person shall be thoroughly instructed on an approved evacuation plan for the facility and be able to assist the public in the event of an emergency.
5. Flammables
 - a. There shall be no smoking allowed at any time by anyone inside the building or structure.
 - b. No open-flame devices or temporary heaters shall be allowed in the occupancy.
 - c. Use of untreated combustible material is prohibited.

- d. All combustible material shall be treated or protected so that it is essentially rendered and maintained flame-retardant in a manner acceptable to the Fire Marshal's Office. This includes all harvest decorations such as cornstalks, dry branches, and hay. These types of decorations are never to be placed in or near exitways or stairs.
6. All electrical installations must meet the Oregon Electrical Specialty Code.
7. Fire Extinguishers
- a. The maximum travel distance to an extinguisher cannot exceed 50 feet.
 - b. The minimum acceptable extinguisher classification (size) is 2A-10BC.
 - c. All fire extinguishers shall have a service tag showing servicing within the last year, unless it is new.
 - d. Fire extinguishers shall be mounted in a conspicuous location, near each required exit, or as otherwise noted on the approved plans/permit.
 - e. Staff shall be instructed in the proper use of extinguishers.



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