



FLAGSTAFF FIRE DEPARTMENT

211 W. Aspen Avenue
Flagstaff, AZ 86001

Phone 928-213-2500
Fax 928-213-2599

Dear Event Producer:

September 27, 2016

The Flagstaff Fire Department is currently moving to adopt an updated version of the International Fire Code. Presently, we are using the 2006 IFC. The State of Arizona has recently adopted the 2012 IFC as a state minimum for fire protection and life safety standards. Our goal is to locally adopt the updated version to be in compliance with the State of Arizona. This letter is designed to educate event producers of the proposed changes to special event requirements. Please see the attached matrix that overviews the chapter and defines each of the requirements.

The following will be new requirements for special events:

Crowd Manager: A person responsible for outlining an emergency plan for evacuation. This person is also responsible for ensuring that employees properly understand their roles in crowd management and directing the crowd in an orderly manner for evacuation.

Stage Aisle/Separation (1204.1): This requirement determines a front of stage minimum aisle width maintained by the crowd manager. Front stage aisle width shall be based on the square footage of the exhibition area.

General Requirements for Mobile Food Vehicles (1205.1): This section defines a mobile food vehicle and addresses the minimum safety requirements for vendor vehicles.

We are requesting your feedback regarding these updates to our International Fire Code and future requirements for special events. There are three opportunities to offer feedback:

- Join us on Friday, September 30th at 11am in City Council Chambers to discuss changes and offer feedback.
- Contact us directly at:
Patrick Staskey, Fire Marshal: 928-213-2307 or pstaskey@flagstaffaz.gov
Claire Harper, Interim Community Events Supervisor: 928-213-2311 or charper@flagstaffaz.gov
- Attend the council meeting on Tuesday, October 4th at 6pm for second read of the code adoption. Council meetings take place in Council Chambers at 211 W Aspen Ave.

The Flagstaff Fire Department would like to thank you for taking the time to review this letter. Our goal is to ensure the safety of future events for your patrons and employees. If you have any questions, don't hesitate to contact us.

Respectfully,

Patrick Staskey, Fire Marshal
Flagstaff Fire Department
Office – 928-213-2507- or 2508
pstaskey@flagstaffaz.gov