



CAL FIRE
San Luis Obispo
County Fire Department

1150 Laurel Lane, Suite 175 • San Luis Obispo, CA 93401
Phone: 805.543.4244 • Fax: 805.543.4248
www.calfireslo.org



Special Event Permit Application

You must have an approved Special Event permit from the San Luis Obispo County Planning Department prior to applying with the Fire Department.

The operational permit issued by County Fire is to ensure all life safety measures are being met and it is not approval for the event.

An invoice will be generated upon submission of this application. All application fees must be paid prior to permit issuance.

Applications shall be submitted not less than 30 days prior to the event.

APPLICANT INFORMATION

1. Application date _____
2. Event date(s) _____
3. Applicant/Event Contact Person _____
4. Address _____
5. City _____ State _____ Zip _____
6. Phone _____ cell phone _____
7. Email _____

EVENT INFORMATION

Type of event: _____

Purpose of event: _____

Start time (must include set-up) _____

End time (must include clean-up) _____

Estimated number of Staff _____ Attendees _____ Vendors _____ Vehicles _____

Will tents and/or temporary structures be utilized? [] Yes [] No

REQUIRED INFORMATION WITH APPLICATION SUBMITTAL

Outdoor assembly events are regulated by Section 3106 of the California Fire Code. San Luis Obispo County Fire requires applicants to obtain an operational permit prior to the event. The applicant is responsible for submitting plans which include:

1. Access for emergency equipment
2. Fire service features (water supply/hydrant locations)
3. Occupancy load and means of egress.
4. Public Safety plan (CFC403.12.2)
5. Vegetation management plan
6. Cooking appliance use and protection
7. Liquefied petroleum gas use and locations
8. Electrical equipment and wiring
9. Generator locations
10. Portable fire extinguisher locations

Applicant Signature

Date

Permit fees: \$255 for a minor operational permit (Z30A) under 1,000 people with tents meeting CFC Chapter 31
 \$451 for a major operational permit (Z31A) over 1,000 people with or without tents

Submission of completed application – the applicant must complete, sign, date and add supplemental documentation to this application before submitting to: CAL FIRE/San Luis Obispo County Fire, 1150 Laurel Lane, Suite 175, San Luis Obispo, CA 93401 or email in PDF format (no drop boxes) to Loree.McRoberts@fire.ca.gov

Please call (805) 503-5715 if you have any questions.