

Santa Barbara City Fire Department

Film Permit Handbook



**Fire Prevention Bureau
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I. Introduction

This handbook is intended as a guide to the Santa Barbara city Fire Department film production requirements. The intent is to ensure public safety and the safety of production employees while filming on location within the city limits. The nature of location filming has inherent hazards, not the least of which is the potential interaction between the public and film crews and equipment in occupied buildings, on city streets and in a variety of places where the production company may not have adequate control over the environment, as they do on a soundstage. We have endeavored to be as comprehensive as possible in the preparation of this guide but it is not all inclusive. Requirements derive from the 2010 California Fire Code, Title 19 of the California Code of Regulations, the National Fire Protection Association (NFPA) standards and motion picture industry guidelines such as the AMPTP Safety Bulletins. Additional inquiries may be directed to the Fire Prevention Bureau at 805 564 5702. Have a safe and successful production!

II. Special Event, Film Permits

The City of Santa Barbara requires a Film / Video Permit for Film Production. Before applying for Fire Department permits, you will need to contact the following:

City of Santa Barbara Parks and Recreation

Film / Video permits in the City of Santa Barbara are coordinated through the Parks Department, the starting point for your production permit. Information and an application may be found here:

City of Santa Barbara, Film and Video Permits
1118 E Cabrillo Boulevard,
Santa Barbara Ca. 93101.
(805) 897-1999 (805) 897 1945 (fax)

www.sbparksandrecreation.com

The master permit from the Parks Department will automatically be cycled to Divisions throughout the City, including the Fire Department.

Santa Barbara City Police Department

Santa Barbara Police Department Special Events Permits are required for any event that infringes upon the public right of way or is likely to disrupt the normal flow of vehicular or pedestrian traffic. For access to the Police Special Events Permit check:

www.sbpd.com

Fire Department Permits

In some instances, the information provided on the City of Santa Barbara Film / Video Shoot Application will be adequate for Fire Department review. The application is automatically forwarded to the Fire Department with no further action on the part of the Location Manager. For still photo shoots and small video productions the Fire Department will often approve or “NA” the production without the need for an on-site inspection. Most feature film and commercial productions do require participation of the Fire Prevention Bureau and may require additional permits. This includes student productions, as outlined in city policy, although fees will be waived with adequate documentation. For some of these permits, such as Special Effects, a separate application is required. Blank forms for these are found on our website.

There are generally two types of Fire Department permits, issued under the 2010 California Fire Code and Title 19 of the California Code of Regulations.

1. **Operational:** This permit allows the applicant to conduct a temporary operation for which an annual permit is normally required. In some circumstances a separate Fire Department permit will not be required if adequate information is provided on the master permit. Examples of operational permits are:
 - a. Tents, canopies and membrane structures
 - b. Temporary change of use / occupant load, existing structure
 - i. Any impact on exiting of an existing structure
 - c. Pyrotechnics, special effects
 - d. Flammable liquids, gasses
 - e. Hot work, welding
 - f. Generators and electrical lighting
 - g. Temporarily impeding required Fire Department access
 - h. Refueling operations

2. **Construction:** Construction permits allow the applicant to install or *modify* equipment for which a permit is normally required. Examples of construction permits are
 - a. Temporary alterations / disablement, of an existing fire and life safety system
 - b. Temporary alterations to an existing building electrical system (also see Community Development, Building Division)
 - c. Set construction that impedes or alters the characteristics of an existing building, particularly exiting

Multiple permits for the same film production may usually be grouped under a single Fire Department permit. The intent of this policy is to make the permit process as efficient and cost effective as possible. Mandatory data required for each type of specialized permit, as described below, is required as part of the overall documentation. It is important to note that for many Fire Code permits, if complete information is provided on the original City Application, there will be no additional application required for the Fire Department. For example, if the production requires a tent permit and the original application includes a site plan and other required data, it is not necessary to duplicate this process for Fire

Department review. City fees, including the Fire Department's fees, are adopted by resolution and may be found at:

http://www.santabarbaraca.gov/Government/Finance/Adopted_Budget/

Currently, standard Fire Department Operational fees for FY 2013 are \$110.00 for the first permit and \$53.00 for subsequent permits if they are grouped together. Some location shots may require additional staff time or standby Fire Department equipment. The standard permit includes two hours of regular, on duty staff time for review and, if necessary, location inspections. Additional *regular* time is charged at \$150.00 per hour. After hours fees for a Fire Department Film Safety Officer, standby personnel and equipment etc. will be charged according to the resolution.

III. Fire Department Requirements

a. Location, Location Manager

Fire Prevention personnel are available early in the process for questions and guidance on the general aspects of a given production and location. The Location Manager or other film production liaison should contact the Fire Prevention Bureau to discuss proposed activity and any potential fire & life safety hazards. This also helps to verify in advance that a given location is acceptable for fire safety purposes, or for the type of shot proposed. Filming in certain parts of the city, such as the High Fire Hazard areas, will require additional precautions, or may not be allowed at all under certain conditions. Filming inside existing buildings, for example, may present significant exiting problems that are best addressed in advance.

<http://www.santabarbaraca.gov/Government/Departments/Fire/FirePreventionBureau.htm>

b. Fire Safety Officer, Fire Safety Advisor.

For purposes of Film Production in the City of Santa Barbara, the following definitions apply:

Fire Safety Officer A Fire Safety Officer is a full time employee of the Santa Barbara City Fire Department, responsible for the enforcement of fire safety laws. A Fire Safety Officer is required to be on the set under certain circumstances (see below) and has the authority to call for modifications or halt production if he or she concludes that the production is proceeding in an unsafe or illegal manner. If a Fire Safety Officer is required the city will be compensated according to the fee schedule above.

Fire Safety Advisor A Fire Safety Advisor is a person, knowledgeable in both film production and fire safety laws, hired by the production company as an on-set consultant for the purpose of adhering to fire safety laws and good practice. If the Fire Safety Advisor is employed to assist with SBFDF requirements, qualifications of the individual are subject to review by the Fire Marshal.

c. Access

The California Fire Code, as amended by the Santa Barbara Municipal Code Chapter 8.04, establishes minimum standards for access. Existing buildings are provided with access roadways to within 150 feet of all exterior walls. These access roadways are generally 20 feet or greater in width for commercial structures and 16 feet or greater for residential. *They may or may not be marked as “fire lanes”*. Fire Prevention personnel are available if there are questions about a specific location.

- Obstructing access roads is prohibited by the code. Deviations from this requirement are allowed for the film industry (CFC 4811.9) but only with the approval of the local fire code official. This applies on both public and private property and includes film production equipment as well as vehicles.
- A site plan is required when production vehicles are proposed to be parked in areas that will impair access roadways or driveways. The site plan should include the size and type of vehicle(s), duration etc. If a location site plan is required as part of the master film / video permit, that plan will usually suffice.
- Parking and location setups are subject to on site field inspection by the Fire Prevention Bureau.
- A separate permit is not required if details are provided on the City Film / Video permit.

d. Exiting

When film locations are in or around existing, occupied buildings, the potential for compromising paths of egress exists. Generally Fire Department requirements adhere to the California Fire Code, Chapter 10. A few guidelines on the maintenance of exit ways:

- In some cases, the film or television production itself may trigger a temporary change in building occupancy classification under the California Building Code. Examples of this are the short term use of a warehouse for a television production involving a live audience or the temporary conversion of a building into a soundstage. Such a temporary change may require additional provisions for exiting and fire protection based on the temporary occupant load. If you have questions about your production contact the Fire Prevention Bureau.
- Existing required exits must be protected whenever a building is occupied. This includes buildings that are only occupied by production personnel. Some required elements of a building’s exiting system may not be obvious to film crews but are integral to the safe passage of occupants. Under the California Fire and Building Codes an exit is complete when the occupants reach a public way, or in some cases an area of refuge.
- The occupant load of any given area served must not be exceeded. Filming in basements and rooftops must be approved by the Fire Prevention Bureau

- Exit ways must not be obstructed by production storage or equipment.
- Electrical and lighting cables must not prevent an exit from functioning in the normal way. They must not present a footing or trip hazard to occupants. In many cases the cables may be secured to one side or otherwise secured to eliminate the hazard. The Fire Safety Officer assigned to your production will inspect the planned setup before the shot and offer guidance if needed.
- Exit signs and illumination must not be blocked by equipment or otherwise rendered inoperable.
- Doors in exit passageways that are equipped with self closers must be maintained in operable condition, unless temporary modifications are specifically approved by the Fire Prevention Bureau.
- Volatiles such as flammable liquids, gasses, pyrotechnic material must be clear of exits and exit discharge areas.

e. Existing Fire Protection Systems

In general, existing fire sprinkler systems, fire alarm systems, smoke detection and other building protection systems must remain fully operable during filming. In some cases, however, the nature of the shot may require that portions of a system be temporarily compromised, blocked or taken out of service. All such modifications must be under permit from the Fire Prevention Bureau. In the case of rendering a system, such as a sprinkler system, out of service, the work must be performed by an appropriately licensed professional. The Fire Safety Officer is not authorized to manipulate control valves or disable proprietary equipment.

If a permit to disable a fire protection system is desired, additional safety measures will be required. The permit application must include the reason for the request, signed permission from the building owner, the dates and times that the system will be inoperable, any additional protection measures proposed and the name and license number of the technician performing the work on the system(s). The Fire Safety Officer assigned will determine if additional Fire Department resources are necessary for overall safety. Such measures may include a standby engine company with a charged line for the duration of the shot. In all cases involving the deactivation of a fire protection system, a Fire Safety Officer will be required on the set.

The following assumes that fire protection systems are in normal operating condition:

- Building Fire Extinguisher cabinets must remain accessible at all times
- Manual pull stations must not be blocked, nor subjected to impact that may cause physical damage to the device
- Sprinkler heads must have 18" clear below and not subjected to impact damage

- Sprinkler piping must not be used to secure lights, cable or other film equipment. Electrical equipment may not be grounded to sprinkler pipe.
- Sprinkler risers and control valves must be kept clear at all times
- Heat generating equipment such as lighting must not be placed in proximity to sprinkler heads or cause sufficient heat to allow for the sprinkler's discharge temperature at ceiling height.
- Smoke or dust generation must be used in such a way as to not cause the activation of automatic smoke detection. Partial deactivation or blocking of individual devices will be evaluated by the Fire Safety Officer. In all cases involving the partial deactivation or blocking of a device both the Combined Communications Center and the alarm monitoring company will be notified before any action is taken. At the conclusion of the shot, notification that the device is back in service will be given to both.
- Building construction systems, such as rated walls, glass etc. must not be compromised unless under permit.

f. Hydrants, Water Systems

In the event that a SBFD engine company is required to standby with a charged line, the engine company Captain will assume responsibility for the hydrant and safety in the immediate area of the hose lines. If the production has a need for hydrant water for other purposes (simulated rain, surface wet down etc.) a hydrant meter may be obtained through Public Works, Water Resources, pursuant to Santa Barbara Municipal Code Section 14.25.060. Associated fees may be found in the adopted fee schedule, page 122.

http://www.santabarbaraca.gov/Government/Finance/Adopted_Budget/

The Fire Department *will not* require a separate permit for the use of a City fire hydrant as long as the activity is part of the film permit documentation. In the event of a fire emergency the SBFD may disconnect the meter without notice.

- Production vehicles and equipment may not block or otherwise obstruct fire hydrants.
- Maintain a 3 foot clear area around hydrants
- Fire lines and water systems must be protected from damage

g. Flammable / Combustible Liquids and Gasses

Normally a separate permit will not be required for flammable and combustible liquid use and storage in quantities less than 5 gallon containers. Certain processes, such as spray finishing and refueling may require a permit, depending on the equipment involved and the extent of the work. Storage and use shall adhere to the California Fire Code,

- Storage areas for flammable and combustible liquids and gasses must be maintained in an orderly fashion, 25 feet from ignition sources
 - Liquids stored in approved containers, 5 gallons or less
 - Rags used in connection with flammable or combustible liquids, particularly organic oils, must be kept in non combustible containers with tight fitting lids, outside of buildings.
 - No Smoking signs posted
- Liquefied petroleum gasses must be stored in approved areas and secured. Interior storage of LPG not allowed unless approved by SBFD.
 - LPG space heaters and cooking equipment of an approved type, kept clear of combustibles at all times
 - LPG stored and used for special effects are covered under the Special Effects permit.
- Mobile fueling may be permitted pursuant to CFC Chapter 34 and subject to the approval of the SBFD. The operator must be fully trained and the equipment maintained in good condition. Tank vehicles must be of an approved type and equipped with an emergency shutoff and “No Smoking” signs on 3 sides. (Note: There is no permit required for fueling minor equipment from safety cans).
 - SBFD fuel dispensing permit (if applicable) must be kept in the tank vehicle.
 - Fueling operations in approved areas only, 25 feet from ignition sources.
 - All fueled equipment must be electrically bonded while being refueled. Tank vehicles must be equipped with a bonding strap or cable that is attached to the device being fueled.
 - All equipment must be turned off when fueling.
 - Fueling nozzle must be an approved and listed type, with an automatically closing nozzle.
 - No refueling inside buildings or within 15 feet of a storm drain.
 - 2A20BC Fire extinguisher with the tank vehicle at all times.

h. Electrical and Lighting

Generally, electrical installations must be installed according to the California Electrical Code (Amended NFPA 70, 70E) and industry safety guidelines.

- **Connections to location power source:** Connections to a location power source are allowed only under a permit from Building and Safety Division, reviewed by the Electrical Inspector. The individual applying for the permit must be a licensed electrician and possess the skill and techniques necessary to perform the work safely and respond to an emergency if one arises. This is especially true of locations that are unable to de-energize the system or portions of the system where the connection is made. Electrical panels are assumed energized unless verified de-energized or locked out. To apply for a permit the appropriate licensee should contact:

City of Santa Barbara Community Development
Building and Safety Division
630 Garden Street
Santa Barbara, Ca. 93101
(805) 564-5485

- **Electrical Distribution Equipment**
 - Cables, junction boxes and other connectors must be of an approved type, listed for the use intended.
 - Cables, spiders and other distribution equipment must be inspected before use for signs of excessive wear or damage and not used if those conditions are found. Equipment must be protected from damage caused by impact, foot or vehicle traffic. Cable ramps, raceways and other protection devices are to be used when needed. Cables should be checked periodically for overheating.
 - Electrical distribution equipment should be elevated to avoid running or standing water. Ground fault circuit interruption used when required.
 - Cables and distribution equipment must be arranged in such a way as to not present a trip hazard or interfere with exits.
 - Open connections and live portions of cable lacking insulation must be properly covered to prevent accidental contact.
 - Clearance around existing electrical panels must be maintained at a minimum of 30 inches.
 - When A/C equipment is required to be grounded, it must be grounded in an approved manner
- **Lighting**
 - Light stands and heat generating lamps must be kept clear of combustibles, eaves, fire protection devices such as sprinkler heads wherever they might cause a hazard

- Use of “Practicals”: In location shots that utilize existing light fixtures, lamps etc. care must be taken to not increase the fire hazard when bulbs are replaced with production bulbs. Lamps and fixtures should be rated for the wattage of the replacement bulb and nearby combustibles, including lampshades, should not be placed in a position that is unduly exposed to a greater heat source than normal.
- Generators
 - Generators must have a qualified operator. The operator shall inspect the generator for fuel leaks, damaged connectors and properly working ventilation before use.
 - A dedicated 2A20BC Fire extinguisher must be with the generator unit at all times
 - Generators must be parked in an approved location, away from combustibles and must be secured and stationary. Exposed connections, busbars or other energized parts must be restricted from access by unauthorized persons. The protected area shall include any point of danger, through the arc flash zone.
 - Generators must be turned off when making any connection or refueling.

i. Vehicles

Production vehicles must adhere to the approved parking plan (if required) and may not block fire lanes, hydrants or Fire Department connections. Vehicles may not be stored in buildings that are not designed for such activity without SBF D approval. In the event that vehicle storage in a building is approved, Batteries shall be disconnected, fuel must not exceed ¼ tank (5 gallon maximum) and the fill openings closed and sealed. No vehicle or generator may be refueled in a building.

j. Tents / Canopies

Tent permits are subject to Chapter 24 of the California Fire Code.

- A permit is required for all tents in excess of 400 square feet, or 700 square feet if there are no sides and minimum distances of 12 feet are maintained.
- Tents must be treated flame retardant and display the SFM tag.
- Generally, tents must be located a minimum of 20 feet from lot lines, buildings, other tents, vehicles or internal combustion engines. There are exceptions, contact the Fire Prevention Bureau if you have questions.
- 2A10BC Fire extinguisher required every 75 feet of travel
- Adequate exiting pursuant to the code, clearly marked and illuminated.

- Open flame devices, heating or cooking inside tents subject to approval by SBFD

k. Smoking

No Smoking signs shall be posted in all required areas and at the direction of the Fire Safety Officer. A safe smoking area may be designated if necessary. Smoking is always prohibited:

- In Buildings (except by actors, as part of the scene)
- In high fire hazard areas
- Where pyrotechnics are used or stored
- Where flammable liquids are used or stored
- In or around tents
- In or around spray finishing areas

l. Construction / Sets

Substantial or permanent construction must be performed under a permit from Building and Safety. Set construction must be carried out in a safe manner, consistent with industry safety guidelines.

- Work may not interfere or cause a hazard to an existing exiting system
- Sets, scenery and other equipment may not impact the structural integrity of a building. (California Fire Code, Chapter 48, Section 4811.7). Consultation with the Building Official or a structural engineer may be required.
- In buildings with existing fire protection systems where solid ceiling sets more than 600 square feet and platforms over 3 feet in height are proposed, additional fire protection measures are required by the code. In buildings without existing fire protection systems the special hazards shall be reviewed by the Fire Prevention Bureau through the Fire Safety Officer assigned. Contact the Fire Prevention Bureau if there are questions.
- Work areas must be kept free of an excess accumulation of sawdust and other light combustibles.
- Rags used for staining with combustible liquids, organic oils etc. must be kept in noncombustible containers with tight fitting lids.
- Elevated and/or platform work shall be performed in a safe and approved manner, and with adequate clearance from overhead hazards such as power lines.

- Foamed plastic material must meet the requirements of the California Fire Code, Chapter 8, Section 807.4.2.4 and 807.4.5

m. Welding / Hot Work

If welding / hot work is planned a permit is required and may be included as part of the primary permit. Hot work operators must be qualified in the type of hot work they are asked to perform and all work will conform to Chapter 26 of the California Fire Code.

- A pre-hot-work check of the area will be performed by the operator, in conformance with the CFC.
- Hot work may not be performed in any area with a potential for explosive atmosphere, where there is a significant amount of combustible material or in any building where the sprinkler system has been disabled.
- In buildings with active fire protection systems, hot work may be performed if approved, providing adequate safety precautions are taken and measures are in place to prevent accidental activation of fire protection systems under CFC 2604.1
- A fire watch will be required for a minimum of 30 minutes after work has ended, longer at the discretion of the Fire Safety Officer.
- A minimum 2A10BC fire extinguisher will be present in the hot work area and personnel associated with the hot work will be trained in its use.
- Gas welding shall be in accordance with CFC Sec. 2605. Cylinders must be secured and separated, hoses maintained in good condition.

n. Pyrotechnics / Special Effects

A separate permit is required for pyrotechnic and special effects, which are governed under Title 19, Division 1, Chapter 6, Article 14 of the California Code of Regulations and the 2010 California Fire Code. The applicant must possess a Pyrotechnics Operator-Special Effects First Class License. Student productions are urged to plan and budget accordingly if live special effects are desired. Second and Third Class license holders may assist within the limitations of the code and should also be listed on the permit. The permit application may be found on our website.

The application shall include Special Effects Operator's names and license numbers, the production company and principal contacts, location(s), shooting dates and times, materials intended to be used and the nature of the shot(s). A separate sheet may be attached detailing a site plan, additional pyrotechnic operators or other information about the shot. If wireless detonations are planned they should be detailed on the application. Wireless shots will need to be tested under field conditions.

Proof of insurance to current City standards is required. The insurance requirement may be met if the Special Effects Operator is insured by the production company and the City of Santa Barbara is shown as additionally insured on the production company's permit through the Parks Department.

- A Fire Safety Officer is required to be involved when special effects are planned. The level and duration of their involvement is at the discretion of the Fire Prevention Bureau, depending on the nature of the effects. At a minimum, the Fire Safety Officer will:
 - Review the scope of the permit
 - Verify the license holders present for the shot
 - Inspect the storage and transportation areas and materials used
 - Review the safety plan, personal protective equipment (PPE, if required) emergency procedures and personnel assigned.
 - Attend the orientation meeting (CCR 992.7)
- In most cases the Fire Safety Officer will remain for the shot. Extended times, after hours work or extraordinary requests must be arranged in advance through the Fire Prevention Bureau. (See III b. "Fire Safety Officer" above or call (805) 564-5702 for information).
- The orientation meeting shall include emergency procedures, including abort signals and planned emergency escape routes, clearly articulated to cast and crew.
- In shots where pyrotechnics are involved special attention will be given to exposure of cast and crew to the potential hazard, according to industry guidelines. The Fire Safety Officer may require additional PPE, Firefighting capability or other safety measures, up to and including full turnouts and SCBA's.
- The Fire Safety Officer has the authority to stop the shot if any member of the involved cast or crew shows objective signs of being under the influence of alcohol, a controlled substance or is otherwise impaired.
- Any on-set fire suppression equipment required by the permit must be available, charged and staffed during rehearsal, tests and filming. Personnel assigned must be properly clothed and wear PPE.
- Pyrotechnic material must be kept clear of any potential ignition sources, whether on the set or in the neighborhood surrounding the location. Combustible decorative material, sets, wigs and costumes that will be in proximity to the effect must be treated flame retardant in an approved manner.

- Substantial changes to the effect must be approved by the Fire Safety Officer. If such changes are made after the initial orientation and walk through, the First AD will call all cast and crew involved to a second orientation meeting to outline the changes.
- After each pyrotechnic event the Pyrotechnic Special Effects Operator in charge will determine if the area is safe to reenter. The Fire Safety Officer will determine if a fire watch is called for and for how long.
- Smoking is prohibited in all areas where pyrotechnics are used or stored. “No Smoking” signs shall be posted.
- No unauthorized personnel are allowed in the pyrotechnic area.

o. Stunts

The Fire Safety Officer’s responsibility is to become familiar with the planned stunt by way of the Stunt coordinator, with the goal to assist in ensuring the safety of stunt performers, crew and bystanders. If the stunt is combined with pyrotechnics / special effects, the Stunt Coordinator, Pyrotechnic Operator and Fire Safety Officer will all be present at the orientation meeting and walk-through. The Fire Safety Officer is directed to ask questions until he or she fully understands the nature of the stunt. It is therefore best to begin that information gathering during the film permit application process. SBFDFire Safety Officers will be available well in advance of the shooting day to discuss the shot, walk the site or review the plans at no additional charge to the production.

- Standby emergency equipment and personnel must be in place by the time of the rehearsal or walk through. “Safetys” must be appropriately dressed and familiar with their assigned task. Additional Fire Department resources (if required or requested) must be secured in advance through the Fire Safety Officer.
- Escape routes must not be blocked or impaired by equipment storage.
- Substantial on-set changes will be handled in a similar fashion to Special Effects so that everyone on the set is aware of the change.

p. Firearms

- Use of weapons must be detailed on the Santa Barbara City Film / Video application.
- All firearms are under the control of the Property Master or qualified individual under his / her supervision. No firearm will be left unattended on the set.
- The Property Master must be in possession of and Entertainment Firearms permit pursuant to 12078 of the Penal Code if blank firing weapons are used.
- No live ammunition may be brought onto the set or any part of the location

- Loading of firearms will be done by the Property Master or someone experienced under his or her supervision. Firearms will be unloaded directly after the shot
- The Property Master is responsible for training in the safe use of firearms.
- Prior to firing blanks or other exterior use, notification will be made to the Combined Communications Center. If the Fire Safety Officer is on the set this may be accomplished through them.

q. Dust and Smoke

- When smoke and fog effects are planned, either interior or exterior, it must be on the call sheet and the Fire Safety Officer must be notified. The Fire Safety Officer may in turn notify the Combined Communication Center if there is a reasonable possibility that the effect will be observed by passers-by.
- Industry banned smoke producing substances such as known carcinogens may not be used, except for tobacco smoke used by an actor in a scene.
- Proper periodic ventilation is required for smoke or fog effects. If cryogenic gasses are used, care must be taken that they don't deplete oxygen levels.
- Smoke and fog effects may not obscure the path of egress.
- When smoke or dust effects are used, MSDS must be made available.
- Dust effects: If using finely ground organic or other combustible material, a survey of all potential ignition sources shall be conducted. This will include production equipment as well as building / location equipment such as water heaters, furnaces, etc. All potential ignition sources must be mitigated before the use of dust effects. Precautions will remain in effect throughout shooting and cleanup.

r. Open Flame

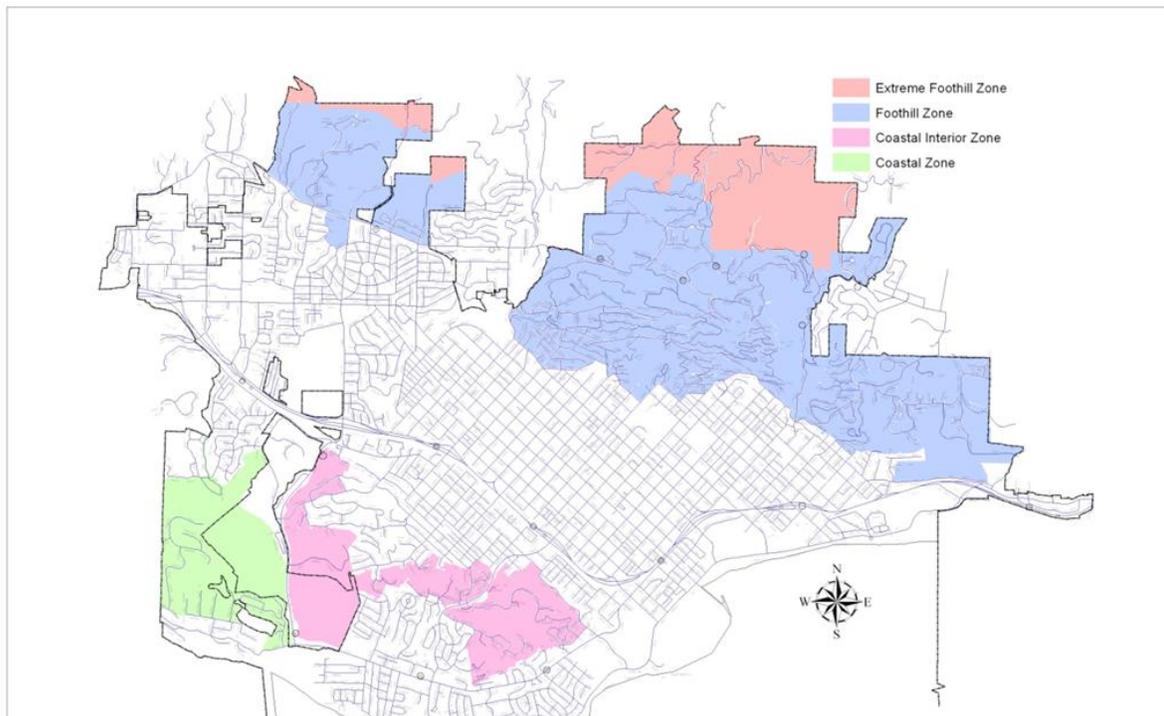
Large scale open flame use, fire performance, full body burns, use of flammable liquids and gasses and any time that open flame is rigged to a performer are the responsibility of the Pyrotechnics Special Effects Operator, the Stunt Coordinator or both, and are subject to the conditions of the special effects permit. Small scale use of open flame may be allowed under the primary film permit at the discretion of the Fire Safety Officer.

- Open flame devices will be handled and secured by the Special Effects Operator and/or the Property Master before and after use. Open flame devices will remain under the constant supervision of the responsible individual while in use.

- Emergency procedures and fire suppression equipment must be identified and in place prior to use of open flames. Cast and crew must be notified and a safety walk through or orientation meeting must be conducted.
- Clearance to combustible sets, props, costumes and equipment must be maintained at all times. Cast and crew handling open flame devices must wear proper clothing for the hazard, up to and including PPE and full turnouts with SCBA if necessary. Decorative items that are planned to be in proximity of open flame devices shall be treated flame retardant in an approved manner.
- Flammable liquids and gasses not in active use for the effect must be kept a safe distance from open flame devices. All hoses, lines regulators and fittings must be in good condition and listed for use with fuel.
- Concentrated dust effects must not be used in areas where there are open flames present.

s. High Fire Hazard Area

Below is a map showing the four High Fire Hazard areas of the city. When fire danger is elevated such as during a Red Flag Warning, film production may be limited or canceled, particularly in the Foothill and Extreme Foothill zones. The Fire Safety Officer will update the Location Manager. First Assistant Director or other liaison with the current conditions. For more detailed information about a specific location contact the Fire Prevention Bureau.



In all cases, when filming in the High Fire Hazard areas:

- Be sure that adequate defensible space exists around affected location structures. Distances range from 30 to 150 feet, depending on the zone, pursuant to Municipal

Code 8.04. For temporary sets, maintain a minimum of 20 feet of clearance to combustible vegetation.

- Smoking in the Wildland Urban Interface areas is prohibited. The exceptions are at residences or specially designated smoking areas and camp sites.
- Spark arrestors are required on all internal combustion engines, including but not limited to all off road vehicles and powered tools.
- Squibs, sparks and other heat producing special effects may be disallowed if, in the opinion of the Fire Safety Officer, conditions exist that present an undue fire hazard.
- Any use of open flame devices, whether special effects or other, may only be used under special permit from the Fire Prevention Bureau, unless it occurs at a residence, in an outdoor fire place or barbeque that is at least 30 feet from dry vegetation.
- Trimmers and tools used in direct contact with dry grass and brush must be of the non sparking variety.
- Light sources, electrical distribution equipment etc. must be kept clear of dry vegetation.

t. Helicopters

- Use of aircraft in filming must be detailed under section 9 of the City of Santa Barbara Film / Video permit application. FAA approval of all unusual maneuvers proposed must be verified in the Plan of Activity.
- Landing of the aircraft outside of the airport or established helicopter landing sites subject to the approval of pertinent city divisions and the Fire Department.
- Aerial Coordinators and Pilots in Command must possess a current FAA approved Motion Picture and Television Operations Manual and accompanying Waiver, specific to FAA sections in the manual. A copy of the FAA Plan of Activity must be in the possession of the production company.
- A communications plan, both radio and visual, must be established before filming. That includes a designated ground contact, radio frequencies, hand signals and abort signals.
- Prior to filming, a briefing or safety meeting will be held for all production staff necessary for filming, emergency and security personnel. The meeting must outline possible risks, safeguards, communications (both radio and hand signal), emergency procedures and restrictions. When stunts or pyrotechnics are involved with helicopter operations the safety meeting shall also include the pyrotechnics coordinator and / or stunt coordinator, aerial coordinator, pilot in command and other personnel involved in the shot

- No changes to the plan once the helicopter is airborne
- Approach to the helicopter will be from the front only, and only with the permission of the ground safety contact or the pilot in command.
- Only those necessary for filming allowed within 500 feet of the aircraft
- Follow standard industry guidelines such as Labor-Management Safety Committee #3.

IV. Appendix, Forms

The following forms are provided on our website for your convenience. The first is a checklist of common requirements based on the code. It is not necessary for production personnel to keep a daily completed form but rather is presented as a guide to the things a Fire Safety Officer will look for on the set.

The second for is a Special Effects Permit application. The Special Effects permit form may be completed and submitted in person, by mail, or email to jpoire@santabarbaraca.gov or rneubert@santabarbaraca.gov

At this time we do not have the capability to accept payment electronically. Fee's may be mailed or paid for in person when the permit is picked up.

The third form is a general permit form for processes other than special effects. These are general Fire Code related permits such as welding, flammable liquids, tents. Multiple permits may be grouped under one application.

[Film Permit Safety Checklist](#)

[Special Effects Permit Application](#)

[General Permit Application](#)