

	<b>LOVELAND FIRE RESCUE AUTHORITY</b>	
	<b>HAUNTED HOUSE REQUIREMENTS</b>	
	<b>COMMUNITY SAFETY DIVISION</b> <b>APPROVED BY:</b> Fire Chief Mark Miller  <i>Mark Miller</i>	<b>G.O. – 1.5</b> <b>EFFECTIVE DATE: 9/9/16</b>

The purpose of this policy is to provide consistency among general requirements for the operation of a haunted house within the City of Loveland or the Loveland Rural Fire Protection District.

It is the responsibility of the sponsoring entity to become familiar with the requirements of this policy and comply with provisions. It is the responsibility of Loveland Fire Community Safety Division staff members to ensure compliance with this policy.

1. An application and information packet must be submitted for review and approval a minimum of 15 days prior to construction and the planned opening date.

The application packet shall include the following information:

- Contact information for the designated responsible party
  - A scale floor plan of the building and interior maze with descriptions
  - A written emergency evacuation plan that includes assigned responsibility for confirming areas have been cleared during an alarm. All safety personnel shall be trained to recognize the alarm signal and actions to be taken upon noting that alarm
  - A written responsibilities sheet detailing assignment and placement of each safety individual working within the house
  - Material Safety Data Sheet and Specification Sheet for any fire retardant material utilized within the house; as well as, a Certification letter confirming the product has been applied according to manufacture recommendations, the date the treatment occurred, and by whom
2. The applicant shall be responsible for providing the submittal packet and ensuring compliance with conditions of this policy.
  3. There shall be at least two (2) remote exits, directly outside, serving each floor of a haunted house.

4. All aisle ways shall maintain a minimum 44" unobstructed space and egress shall be maintained at all times.
5. A lighting system capable of illuminating the entire house shall be provided and staffed at all times.
6. A backup method of lighting system shall be provided in case of power failure emergency.
7. A distinctive emergency signal shall be available to alert personnel in the house that a problem exists. The signal may be a whistle or horn, but must be audible and capable of alerting people inside the building to evacuate. Safety staff shall be trained to recognize the alarm and take appropriate action. Alarm shall be audible from all areas of the house.
8. A minimum 2A 10BC dry chemical fire extinguisher shall be provided every 75 feet within the house, with a minimum of one (1) on every level.
9. People associated with, performing supervisory operations or working within the house, shall not be under the influence of drugs or alcohol.
10. "No Smoking" signs shall be posted at the entrance to the house. Smoking within the house is prohibited.
11. All potential ignition sources shall be discussed and reviewed with Community Safety staff prior to final inspection.
12. No combustible material will be allowed inside the house or maze area. Examples include, but are not limited to, plastic, straw, non-fire retardant fabric, etc.
13. Wall construction may utilize a flame-retardant material, Sheetrock, rated ply-board, Masonite, etc. Cardboard is not an acceptable construction material.
- 14. Combustible material, including plastic sheeting, may be allowed ONLY in buildings protected by automatic fire sprinklers and in approved layouts and quantities.**
15. If music or other soundtrack is used in the house, there shall be an override on the sound system so it turns off in the event of an alarm. The sound system may be used to sound the alarm. The system shall be staffed at all times.
16. Groups shall be permitted into the haunted house at reasonable intervals in order to prevent congestion and allow safe exit in the event of an emergency. Group number shall be determined prior to the time of final inspection by Prevention Bureau staff.
17. Children ages 12 or under must be accompanied by an adult aged 18 or older (or directly supervised by a safety staff person who is 18 years of age or older).

18. All safety staff persons shall have in his/her possession an operable flashlight and shall be completely familiar with the facility.
19. The responsible party must schedule an inspection at (970) 962-2537 a minimum of 48 hours prior to opening to the public. The house will also be inspected the night of the opening and will be subject to safety inspection while operating, without prior notification.
20. The facility shall also receive approval from local building department, where required, and obtain permitting prior to changes made to electrical, mechanical, or structural systems.
21. Failure to comply with the provisions of this policy shall result in the haunted house being closed by the Community Safety Division. Closing may occur as a result of compliance inspections during spot inspections.