



FIRE DEPARTMENT

CITY OF BURBANK  
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## **BURBANK FIRE DEPARTMENT**

### **POLICY FOR THE USE OF OPEN FLAME EFFECTS**

This policy shall standardize the use and regulation of Open Flame Effects in all Approved Production Facilities and filming locations in the City of Burbank. This document supersedes all previous written and verbal understandings regarding the use of open flame in the course of film and television production.

#### **Permits**

No open flame effects may take place without a permit from the Burbank Fire Department's Fire Prevention Bureau.

Permit application shall be made to the Fire Prevention Bureau official at least 48 hours prior to the proposed use.

Permits cancelled by the requesting party with less than 24 hours of notice prior to the event and having a Fire Safety Officer (FSO) assigned may be charged a four hour minimum at the current FSO rate.

#### **Special Effects Operators**

All open flame effects shall be under the direct control and supervision of a California State licensed Special Effects Pyrotechnic Operator, First or Second Class.

- Exception: Effects with ten (10) or less, approved and permitted, candles may be handled by a Prop Master.

The fire official approving the permit may approve the direct supervision of some open flame effects by a State licensed Special Effects Operator, Third Class, under special circumstances.

A Special Effects Pyrotechnic Operator working under a permit for open flame may use unlicensed assistants for the setting up of the effect but immediate control and supervision must remain with the Pyrotechnic Operator while the effect is in progress. Multiple open flame effects performed simultaneously in separate areas of a stage or location may require more than one licensed operator.

It is required that the special effects operators or prop personnel be attired in a minimum of; Nomex jumpsuit, long sleeve shirt and long pants of natural fibers, gloves, head and eye protection as necessary.

#### **Production Operations**

Productions with on-going and repetitious open flame effects may apply for an open flame permit on a weekly basis. This permit shall cover the normal and prudent use of approved fireplaces, ten (10) candles or less, three "tiki-torches" or less.

The State licensed Special Effects Operator or Prop Master who will be responsible for these open flame effects shall be named at the time of the application for the permit and supply their effects license number if applicable.

Should a change of effects operator be necessary the Fire Prevention Bureau must be notified immediately in order for the permit to be amended or voided. Any requested changes in pyrotechnic operations or operators shall be at the discretion of the Fire Prevention Bureau.

The permit application shall always include the number of requested open flame devices and their location to be used for "normal" usage.

- For the purpose of this document "normal" usage shall be defined as the use of natural gas or propane burners and artificial fire logs in approved fire places and with a flame length or height in such fireplaces not to exceed four (4) inches.

Candles, after review, may be required to be anchored or secured to a non-flammable base to insure that they can not be knocked over during production activities.

"Tiki" torches shall be properly maintained to assure that they do not leak fuel and be securely anchored to avoid being dislodged and making direct flame contact with any portion of the set or set dressings. Separate permits are required for any and all other open flame effects including but not limited to, gas rings simulating camp fires and flame bars/flicker effects.

No flammable or combustible materials may be introduced into any open flame effect, including camp fires, fireplaces and candles, without a permit covering such action.

Handheld candles and torches shall require review and notation of such actions on the issued permit.

Special considerations shall be given to any open flame and it's proximity to any persons or combustibles including but not limited to drapes, furniture, foliage, costumes and wardrobe.


All sets, props or fabrics, in close proximity of any open flame, shall be constructed of or treated and maintained with a flame-retardant material in accordance with nationally recognized standards.

### **Burbank Fire Prevention Bureau**

In all cases the Burbank Fire Prevention Bureau shall determine, at the time of application, the necessary qualifications for the pyrotechnic operator and who will assume the responsibility of supervision and the necessity to assign a Fire Safety Officer to provide additional supervision and insure overall safety.

If you have any questions do not hesitate to call the Burbank Fire Prevention bureau at 818-238-3473.

Tracy Pansini  
Fire Chief

By:   
David Starr, Fire Marshal  
Fire Prevention Bureau