



El Paso County Emergency Services District #2

16001 Socorro Road | PO Box 265

Fabens, TX 79838

☎: (915) 851-0304 | Fax: (915) 851-9000

Website: www.epcountyesd2.org

✉: inspections@epcountyesd2.org

EL PASO COUNTY E.S.D. #2 -- FIRE MARSHAL'S OFFICE

Event Permit

Required Operational Permit (2021 IFC-105.5)

Application must be submitted **15 business days** prior to the event; expedited fees may apply if failure to submit.

Name of Event: _____ No. of participants: _____

Activity location: _____ Date(s) of Event: _____ Times: _____

Contact Person: _____ Telephone: _____

email: _____

Type of Operational Permit:

____ Carnivals and fairs (2021 IFC-105.5.5)

____ Exhibits and trade shows (2021 IFC-105.5.15)

____ Open flames and candles in assembly areas, dining areas or drinking establishments (2021 IFC-105.5.36)

____ Places of assembly (2021 IFC-105.5.39)

____ Temporary membrane structure and, tents (2021- IFC-105.6.24) construction permit may be required

____ Fire Watch **\$100.00/hr.** per Fire Marshal (minimum of two Fire Marshal's for 4/hrs.)

____ Other activity, indicate type and code section(s): _____

Permit Requirements: _____

The event or activity may be set up only after this application and site plan have been reviewed and approved. Any deficiencies must be corrected prior to the start of the special event or activity. Failure to follow the requirements of this permit may result in its revocation and possible citation. Additional permits from local, regional, state or federal agencies may be required in addition to this permit. By signing this permit, the applicant acknowledges that the express permission of the property owner on which this activity is to occur has been granted.

I acknowledge and agree with the requirements for issuance of this permit.

Signature: _____

Date: _____

Fire Marshal's Office Use Only

Date submitted: _____

Insurance Certificate: _____

Permit #: _____

Expiration date: _____ 20____

Received by: _____

DFM: _____

Department of Fire Prevention

Fire Chief / Fire Marshal: Roger Esparza | **Assistant Fire Chief / Fire Marshal:** Joe Saucedo

Fire Marshal's Assistants: Angie Hernandez | Rosie Edwards

Captain: Marco Herrera | **Lieutenant:** Juan Medina

Deputy Fire Marshals: Vicente Telas | Pablo Solis III

Revised: 2025.09.22



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Operational Permit Requirements and Information

Carnivals, Fairs, Exhibits, and Trade Shows:

- Plot Plan showing:
 - Booth Location
 - Emergency Access
 - Booths with supplied electricity
 - Booth using generators (outside)
 - Booths used for cooking
 - Booths using open flames – other than cooking
 - Locations of power shutoffs
 - Locations of fire extinguishers
- Booths or other attractions may not block fire hydrants, sprinkler connections, or other fire service appliances.
- Outdoor events shall maintain an emergency access lane with a minimum 20-foot width.
- A separate permit is required for tents over 200 square feet or canopies over 400 square feet.

Open Flames and Candles in Assembly Areas, Dining Areas, and Drinking Establishments

- Open Flame cooking devices shall comply with IFC Sections 308.3.1 and 308.3.1.1.
- Open Flame decorative devices will not be allowed in assembly areas, dining areas, and drinking establishments except for candles on tables as allowed in IFC Section 308.3.7 Exception 1.3.
- Flaming food and beverage preparation shall comply with IFC Section 308.6

Places of Public Assembly

- Places of public assembly shall comply with the following:
 - IFC Section 308.3.7 (Open Flames)
 - IFC Section 408.2.1 (Seating Plan)
 - IFC Section 408.2.2 (Announcements)
 - IFC Section 604.2.1 (Emergency Power)
 - IFC Table 803.3 (Interior Wall and Ceiling Finishes)
 - IFC Section 804 (Interior Wall and Ceiling Trim)
 - IFC Section 806 (Decorative Vegetation)
 - IFC Section 807 (Decorative Materials Other Than Vegetation)
 - IFC Section 903.2.1 (Automatic Sprinkler Systems)
 - IFC Section 904.11 (Commercial Cooking Systems)
 - IFC Section 905.3.2 (Standpipe Systems)
 - IFC Section 906.1 (Portable Fire Extinguishers)
 - IFC Section 906.4 (Cooking Grease Fires)
 - IFC Section 907.2 (Fire Alarms)
 - IFC Section 1004.3 (Posting of Occupant Load)
 - IFC Section 1025 (Assembly Exiting)

Temporary Tents, Canopies, and Membrane Structures

Fire Chief / Fire Marshal: Roger Esparza | **Assistant Fire Chief / Fire Marshal:** Joe Saucedo

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- A permit is required for all tents and membrane structures in excess of 200 square feet and all canopies in excess of 400 square feet.
- Application must be accompanied by the following
 - A detailed site plan showing emergency access and separation from lot lines, buildings, and other tents, canopies, and membrane structures.
 - A detailed floor plan showing means of egress, seating capacity and arrangement, and the type and location of heating and electrical equipment.
 - A certificate executed by an approved testing laboratory certifying that the structure is comprised of materials meeting the flame propagation performance criteria of NFPA 701
- Smoking shall not be permitted in tents, canopies, or membrane structures. No Smoking signs shall be conspicuously posted.
- All tents, canopies, and membrane structures shall comply with IFC Chapter 24.

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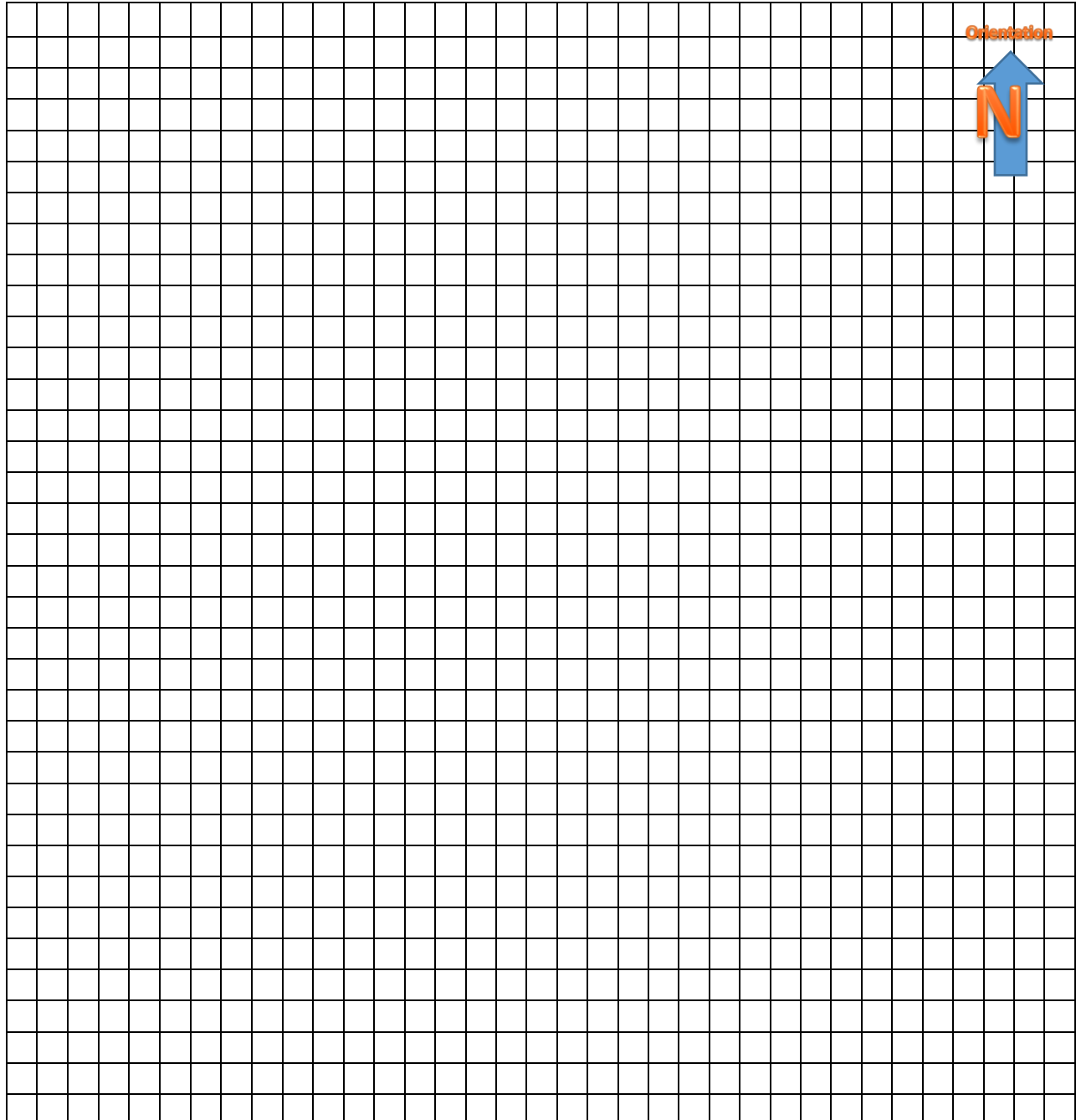
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