



OPERATING PERMIT APPLICATION

Appendix F

Special Event Operating Permit

Department of Community & Economic Development

City of Arlington • 18204 59th Ave NE • Arlington, WA 98223 • Phone (360) 403-3551

- An Operating Permit is required for any special event that takes place within an occupied building which is outside the scope of the permitted use.
- The Operating Permit will allow the special event to take place within the building, with or without conditions, only for the timeframe allotted by the permit.
- An inspection must be performed prior to the issuance of the Operating Permit, confirming compliance with all applicable sections of the *Fire Code*.
- All fire and life safety systems within the building must be inspected and maintained according to Section 901 of the *Fire Code*.
- A Fire Watch may be required based on the size and complexity of the event during the hours of operation.
- Examples of required Fire Watch include, but not limited to the following:
 - Indoor Commercial Haunted Houses
 - Special Entertainment gatherings utilizing pyrotechnics or other flammable/combustible props, smoke, etc.
 - Special assembly events where the occupancy load exceeds the maximum number permitted
 - Outdoor Mass Gatherings
 - Indoor events where the required fire and life safety features of the building are not in operation or where none exist, or where any required system is considered non-functional based on Section 901 of the *Fire Code*.