



City of Anaheim  
Fire Department  
Fire Prevention Bureau



## Specifications and Requirements

**Subject: Anaheim Convention Center General Event Requirements**

### **I. First Floor**

The “high ceiling” area of the lobby is limited to fire retardant materials only. Furniture in the high ceiling area shall meet TB 133 criteria. Furniture in the low ceiling areas shall meet TB 117.

### **II. Second Floor Terraces**

1. The “south terrace” usable square footage is 2,926 along the railing on the east end. Maximum occupant load is 195 people. This space can only be used when the second and third floor meeting rooms are not in use.
2. The “north terrace” is standing room only. No items shall be placed in this area.

### **III. Second & Third Floors**

1. Maintain a 20 foot clear path throughout the lobby on the second and third floors. No items shall be placed against the railing.
2. Items may be placed in the “finger lobbies” however a 13 foot clearance on each side shall be maintained from side-wall to center of the floor. If items are placed on each side of the walls, then a 26 foot clearance shall be maintained in the center of the finger lobby.
3. Meeting rooms that have 50 or more people shall have a minimum of 2 exits. One located at the front and rear of the room. Exits, aisles and pathways shall be unobstructed. When a screen or stage is necessary in a small meeting room, a 3 foot clear path is required to the exit door and an illuminated or self illuminating exit sign is required when the existing exit sign is not visible.
4. Furniture shall meet TB 117.

### **IV. Third Floor Deck**

The “north entertainment deck” usable square footage is 5,250. Maximum occupant load is 350 people. A 24 foot clear path shall be maintained along the railing. No items shall be placed on the pathway outside the back corridor north exit doors on the roof landing .

### **V. Arena**

1. Events that have displays in the arena lobby shall be placed against the west and east walls no more than 15 feet in depth. An alternative set-up than the one listed will require a fee based plan-check submittal to the Anaheim Fire Department.
2. No items, including tables, shall be placed by the glass doors in the arena lobby.
3. Drape shall not obstruct exit signs in arena bowl vomitories. Exception: Seats in that section are closed and not occupied.
4. Arena concourse shall remain free of tables, displays or vendor sales unless they are located in the cut-out areas.
5. When backstage concourse area is being used for event storage due to west or north stage placement in the arena, seating in those sections shall not be occupied. All exits shall remain unobstructed and a 44 inch egress path shall be maintained.
6. Sound mixing stations placed inside the east arena entrance doors shall maintain a clear aisle width of 10 feet on each side and a minimum of 12 feet from the exit doors.
7. A fee based plan submittal is required when pyrotechnics are used in the arena. A floor plan is required to be submitted to the Anaheim Fire Department when the layout is outside the standard scope of banquet, theatre or classroom.
8. Furniture, including chairs and chair covers shall meet TB 133.

### **VI. Palm Court and Arena Plaza**

1. The striped/grid area in the Palm Court, that extends from the traffic circle to Katella is the fire department access road and shall remain clear at all times. Events using this area for display purposes must have prior approval from the Anaheim Fire Department.
2. Fire hydrants shall not be obstructed and shall have a 10 foot clearance on each side for access.
3. No items shall be placed in the traffic circle.

### **VII. General Information**

1. All strobes, speakers, fire extinguishers, smoke detectors, fire signage and fire department equipment or connections shall not be concealed or obstructed by drape, hardwall, booths, column wraps or by any other manner.
2. No signage or entrance units shall be placed over the escalators.
3. No storage allowed in the second and third floor rear corridor passageways unless it is placed in the designated red striped storage areas and the items are non-combustible.
4. No items shall be placed under the staircases located on the terrazzo floor and Hall A lobby.
5. No storage of any kind allowed in the Hall E north corridor.

6. Drape lines higher than 8 feet that lead to exits shall require self illuminating or illuminated exit signs that are tied into emergency power or have battery backup.
7. The use of candles, open flame devices or pyrotechnics requires a permit by the Anaheim Fire Department and is fee based.
8. Banquet tables shall be divided from the tradeshow area by a 10 foot aisle. Exception: banquet tables placed within the tradeshow shall be curtained off by a 3 foot high drape and provided with 3 foot exit openings. Banquet and conference tables shall be placed 54 inches apart and not less than 36 inches from wall. Vertical and horizontal aisles may be required based on the number of tables. Tables shall not be placed in front of exit doors.
9. Fire rated doors shall not be propped open.
10. Commercial filming requires a Filming Permit from Traffic Engineering, Cyndee Blake at 714/765-5099 and notification to the Anaheim Fire Department. Stand-by will be determined on a case by case basis.
11. California structural engineered stamped plans shall be submitted to the Anaheim Building Department for all bleacher stands.
12. A fee based plan submittal is required when exits, exit signs or portions of a hall are obstructed with drape higher than 8 feet for theatre or classroom style seating and/or do not meet the standard set-up criteria of the convention center.
13. No storage of any kind allowed on the east side of Car park 6 between the marked fire lane and railing. This includes electric cart charging.
14. No storage allowed on the fire lane adjacent to the hotel unless all other storage areas on the dock are full. The east vehicle lane shall be kept clear and unobstructed.
15. Drapes, curtains, banners, decorative material, registration counters, booths, tents or canopies, and hard-walls, etc., shall be fire retardant. Proof shall be submitted to the Anaheim Fire Department. Furniture placed inside meeting rooms or Halls shall meet TB 117 requirements.
16. Items placed in the lobbies, including entrance units, shall be indicated on floor plans and approved by Anaheim Fire Department.
17. Displays shall be 18 inches below sprinkler heads and 2 feet below ceiling in non-sprinklered areas.
18. Breakaway stanchion may be used at show opening to facilitate mass ingress. Stanchions shall be placed a minimum of 15 feet away from exit doors. Stanchions shall be removed after mass ingress is complete.
19. Freight aisles shall be visibly marked down the designated freight aisle. All freight aisles shall be kept clear and unobstructed during move-in and move-out.

**For further information regarding these requirements contact:**

**Fire Prevention Bureau at (714) 765-4040 between the hours 8:00 a.m. to 5:00 p.m., Monday through Friday.**