



CITY OF FOUNTAIN VALLEY FIRE DEPARTMENT

(714) 593-4436 FAX (714) 593-4508

10200 SLATER AVENUE, FOUNTAIN VALLEY, CA 92728-8030

LARGE SCALE EVENT PROCESS

The following provides information and requirements for special event planning located within the City of Fountain Valley: (Fees are established from the 2024-2025 City Fee Schedule)

The City has an application process, which includes the following:

1. Fire Department permit for Special Event \$1154.00
2. Fire Department permit for Fireworks Display \$1385.00
3. Fire Department permit for Tents (price based on size): 200^{ft2}-999^{ft2}= \$346.00
1,000^{ft2}-1,999^{ft2}=\$577.00
4. Fire personnel:
 - a. The fire department will evaluate the proposed event and draft an event plan with associated costs that details if additional staffing requirements are necessary to provide fire, rescue and EMS services.
5. Care Ambulance:
 - a. The event organizer is required to contact Care Ambulance, Bill Weston 714-828-7750, and arrange for additional ambulance coverage as specified per the fire department event plan requirement. Proof of payment to Care Ambulance for additional ambulance coverage is required prior to issuing of the final special event permit.
6. All other departments, such as, but not limited to Fountain Valley Police Department, and Fountain Valley Public Works must review and approve their section of the event plan prior to final approval and issuance of the special event permit.

The City of Fountain Valley Fire Department has final authority to determine event fire, rescue, and medical services/emergency requirements. All fire stand-by personnel, equipment, and ambulances must be authorized and/or coordinated by the Fountain Valley Fire Department. All increased staffing costs will be recovered using the full burden rate and billed to the party responsible from the event. Availability of the Fountain Valley Fire Department personnel, equipment, and apparatus are at the sole discretion of the Fire Chief for the use at your event based on event size, weather conditions, and other immediate emergencies.

After your application has been evaluated by City staff, you will be given specific instructions and time limits in which you must submit any additional information or documents to complete your special event application. Because your application may be reviewed by several departments within the City of Fountain Valley, and possibly outside agencies, it is important that you meet all of the time requirements and include all of the necessary documents when submitting your application. You will be notified when your permit has been approved.

Please do not hesitate to contact me if you need assistance in this process.

Sincerely,

Fountain Valley Fire Department (714) 593-4430 Office