



CITY OF BAYTOWN

HEALTH DEPARTMENT

Community Service, Environmental Health, Mosquito Control,
Neighborhood Protection, Stormwater, and Animal Services

220 W. Defee
P.O. Box 424
Baytown, Texas 77522-0424
Phone: (281) 420-5384
Fax: (281) 420-7184

Live Outdoor Exhibition Permit

This is a fourteen (14) day permit, subject to an application fee of \$100.00 and \$100.00 per day, approval of operation by the fire, inspection (plumbing and electrical) and Health Dept. No gambling devices or lotteries will be permitted. A cash bond of no less than \$5000.00 for removal of all equipment, trash, etc. upon cessation of operation, any balances will be refunded.

Name of Company: _____ Telephone #: _____

Permanent Address of Company: _____ City, State, Zip: _____

Manger or person(s) in charge: _____ Telephone #: _____

Exhibition Name/Location: _____

Exhibition Description: _____

Date of set up: ____ / ____ / ____

Date ready for Inspection: ____ / ____ / ____

Dates of operation: From: ____ / ____ / ____ To: ____ / ____ / ____

Hours of Operation: From: _____ To: _____

Will there be food booths at event? YES / NO If yes, how many? _____

Any type of road closure? YES / NO If yes, identify on site plan.

Copy of Ordinance provided by: _____ Date: _____

All other required documentation listed on page 2 must be turned in with this application.

To be filled in by City Personnel:

Approval of Operation Checklist (back up attached): _____

Date Paperwork Received: _____

Application Approval: _____

(Sanitarian's Signature)

Documents that must accompany the Live Outdoor Performances, Exhibitions, Carnival or circus of Man, Machine or Animal.

Application. Each person desiring to conduct or operate a live outdoor performance, exhibition, carnival or circus within the city shall make application for a permit to the health department at least two (2) business days prior to the date of the contemplated live outdoor performance, exhibition, carnival or circus and tender to the director of health the following:

- _____ a completed application form;
- _____ detail of the different component parts of the live outdoor performance, exhibition, carnival or circus including, but not limited to, all concessions, shows, amusements, businesses and proposed location of the live outdoor performance, exhibition, carnival or circus, the time it is to run and the number of persons regularly traveling therewith, if any, and the number of local persons connected therewith and shall give a full and complete plan of the proposed live outdoor performance, exhibition, carnival or circus;
- _____ for each amusement ride, the applicant shall provide the following:
 1. a photocopy of the current amusement ride safety inspection certificate issued by Texas Department of Insurance ("TDI"), and
 2. a photocopy of the amusement ride owner/operator's insurance policy evidencing the insurance coverages and limits required by TDI;
- _____ a cash bond in a minimum amount of \$5,000.00 or such other amount as may be required by the city manager shall be submitted to ensure payment for the services of public safety and inspection personnel, reinspection fees, removal of all materials, equipment, trash, garbage and waste of every kind, damages and such other costs as the city may incur as a consequence of a live outdoor performance, exhibition, carnival or circus;
- _____ certificates of insurance showing a comprehensive general liability policy in an amount not less than \$1,000,000 for bodily injuries, including accidental death per occurrence and \$100,000 for property damage, and showing commercial automobile liability coverage with a combined single limit of \$1,000,000 if any automobile is used in connection with the live outdoor performance, exhibition, carnival or circus;
- _____ a copy of the agreement between the permit applicant and a state-permitted waste disposal company by which the waste disposal company will provide and service sanitary accommodations for employee use only and not less than two units for each 100 participants expected for public use, proof of availability of a state-approved disposal site by the company providing and servicing the sanitary accommodations and trailers or other vehicles, including recreation vehicles, shall not be occupied as living quarters at the site of a live outdoor performance, exhibition, carnival or circus, unless:
 1. the permit applicant has submitted to the director of health a copy of a valid agreement between the permit applicant and a state-permitted waste disposal company by which the waste disposal company will provide and service sanitary accommodations at the site for the trailers or other vehicles to be used as a residence; and
 2. the director of health has approved in writing the use of the trailers or other vehicles as living quarters.;
- _____ a site plan consistent with the requirements of this section and the code which demonstrates, except when held by a church, school, school organization, hospital, or governmental entity and operated on church, school, hospital, or governmental entity grounds, no live outdoor performance, exhibition, carnival or circus shall be located less than 500 feet from a residence, or a property used as a school, hospital or church;
- _____ an agreement which authorizes the applicant to use the property to conduct or operate a live outdoor performance, exhibition, carnival or circus throughout the term of the permit.
- _____ **Fire dept. live outdoor paperwork completed and copy of receipt provided**

This paperwork & fees must be submitted to:
City of Baytown Fire Administration
201 E. Wye Dr.
Baytown, TX 77521
281-422-2311

Office Hours: **Monday - Friday**
8 am – 5 pm

FIRE DEPARTMENT REQUIREMENTS
Fire & Life Safety Inspections of Traveling Carnivals

Name of Show: _____ Permit #: _____

Owner's Name: _____ Inspection Date: _____

Owner's Phone #: _____ Carnival Location: _____

Fire Department Permit Fee \$150 (COB Sec. 2-595.c)

INSPECTION CHECKLIST

1. Copy of current Insurance certificate.
2. Copy of a current amusement ride safety inspection certificate.
3. Texas Dept. Of Insurance Amusement Ride Compliance Sticker mounted on each ride.
4. Height/weight/ health restrictions should be posted for certain rides.
5. Fire extinguishers – (minimum 2A 10BC) no more than 75 feet travel distance from all rides and booths.
 - o _____ All extinguishers must have current inspection tag & be fully charged.
6. Generator trailers – properly grounded.
 - o _____ Housekeeping inside trailer. No combustibles on or near generator.
 - o _____ Flammable liquids (diesel / gasoline) not stored too close to generator, & in proper containers.
 - o _____ Housekeeping outside trailer.
7. Fencing – properly installed around each ride to prevent accidents / keep small children out.
8. Rides – all spills and leaks properly cleaned up. Fire extinguisher within 75 feet.
9. Electrical cables – throughout - properly covered to prevent tripping hazard.
10. Games & booths – Egress & Housekeeping.
 - o _____ compressed gas cylinders secured, if applicable.
11. Food booths – Egress & Housekeeping.
 - o _____ Fire extinguishers – minimum 2A 10BC within booth, if cooking, plus
 - o _____ Class K – if cooking producing grease laden vapors (frying).
 - o _____ Compressed gas cylinders properly secured.
12. Means of Egress – sufficient number of exits, at proper travel distances and properly marked.
(if entire carnival is fenced in).

Fee Received: _____ Date: _____ Received By: _____

Inspected by: _____ Date: _____