



CLARK COUNTY FIRE DEPARTMENT - FIRE PREVENTION BUREAU

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Permit Submittal Guideline

OPEN FLAME CANDLES

This guide is to assist in the permitting process for a permit to use open flame candles for decorative devices in connection with commercial assembly areas, dining areas, restaurants or drinking establishments per section 105.5.38 of the CCFC. Open Flames are regulated per IFC Section 308 as amended by CCFC and can be submitted as either a Temporary or Annual Permit, see differences below.

Please Note: Pyrotechnics, permanent or temporary propane flame effects, fire performers, food warming open flame devices, fireplaces, fire pits, restaurant cooking, and consumer fireworks are covered by another permit type.

For Open Flame Appliance Permits including outdoor fireplaces, fire pits, decorative appliances, torches, Bunsen burners, butane or other fuel cooking tops. See Open Flame Appliance Permit Guide

PERMIT TYPE	Permit Description	Permit Duration
TEMPORARY PERMIT	OPEN FLAME CANDLES USED FOR A TEMPORARY EVENT	0-180 DAYS
ANNUAL RENEWABLE PERMIT	OPEN FLAME CANDLES USED IN THE SAME CONFIGURATION	RENEWABLE PERMIT VALID FOR 1 YEAR. A REVISION IS NEEDED IF THE CANDLE/DEVICE IS ALTERED.

- Each candle assembly requires a permit. Multiple Candles can be submitted as part of one permit package. Candle assemblies may be permitted for several locations within the same facility. Excluding the candle itself all materials must be inherently noncombustible.

APPLICABLE CODES:

The following codes and standard apply to this permit.

- *International Fire Code, 2024 edition (IFC)*
- *Clark County Fire Code Amendments, 2024 edition (CCFC)*

SUBMITTAL REQUIREMENTS:

Provide all applicable information that pertains to your permit. Consolidate PDF's and upload all documents to the PLAN ROOM. Submittals shall include the following information;

1. PROJECT NARRATIVE:

- Property name, address, and location within the property.
- A narrative describing the # of candle(s) to be used, and safety features.
- For each different candle set up provide the following items;
 - Photographs of every different candle assembly.

- A detailed description of each item in the candle assembly including dimensions must be provided for each submittal. Reference CCFC 308.1.11.2 for information on candles, oil lamps and tea lights with regards to flame and candle size, spillage, and materials.
- Information on the votive/vase/holder, the type of candle (standard wax, liquid, or self-extinguishing liquid) and include information on other items in the arrangements (plant or floral arrangements, linen skirting, statues, water, gel, rocks, etc.)

2. PLAN:

- A floor plan of the restaurant/event showing layout and location for each candle to be used.
- Include type of fire extinguisher(s) and location.

3. SAMPLE:

- A sample of each candle assembly for testing according to CCFC 308.1.11.2.
- Drop off complete assembly to the Fire Prevention office.
- Label candle with Permit# and Candle # if there are multiples.
- Each sample will be tested according to IFC section 308.1.11.2.

PLEASE NOTE: If the candle assembly fails any of the tests it cannot be approved for display. See attached Appendix A for information on testing

APPENDIX A: Candle testing procedure

Drop off complete assembly to the Annual/Operational Plan In-Take counter at the Fire Prevention office.

Please label candle with Permit# and Candle # if there are multiples.

Each sample will be tested according to IFC section 308.1.11.2.

Test Procedures as follows.

Test Type	Description
Spillage Test	Liquid or solid fueled devices containing more than 8 ounces of fuel must self-extinguish and not leak fuel at a rate of more than 0.25 teaspoon per minute if tipped over.
Balance Test	The device or holder shall be constructed to prevent the candle from tipping over when held at a 45 degree angle. If the candle rights itself to an upright position it has passed this test.
Flame Spread Test	The candle will be ignited inside the device or holder. A piece of tissue paper will be placed on the top of the candle assembly and held in position for 10 seconds. If the tissue does not ignite, the candle has passed this test.

Please Note: Class I and II liquids and LP-Gas shall not be used.



