

# LOS ANGELES FIRE COMMISSION

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March 20, 2018

Honorable Members of the City Council  
City of Los Angeles  
City Hall, Room 395  
Attn: City Clerk

Honorable Eric Garcetti  
Mayor, City of Los Angeles  
Room 303, City Hall  
Attn: Mandy Morales, Legislative Coordinator

[BFC 18-031] – REQUIREMENTS FOR CHANGE OF USE (PLACE OF ASSEMBLAGE),  
CROWD MANAGEMENT AND MEDICAL PLANS APPROVAL

At its meeting of March 20, 2018, the Board of Fire Commissioners approved the report and its recommendations. The report is hereby transmitted concurrently to the Mayor and City Council for consideration and approval.

Should you need additional information, please contact the Board of Fire Commissioners' office at 213-978-3838.

Sincerely,

Isela Iñiguez  
Acting Commission Executive Assistant

Attachment

cc: Board of Fire Commissioners (without attachments)  
Fire Chief Ralph M. Terrazas (without attachments)

LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS  
FIRE CHIEF

APPROVED: 3/20/18  
BOARD OF FIRE COMMISSIONERS  
BY: [Signature]  
COMMISSION EXECUTIVE ASSISTANT

March 6, 2018

BOARD OF FIRE COMMISSIONERS  
FILE NO. 18-031

TO: Board of Fire Commissioners

FROM: *RMT* Ralph M. Terrazas, Fire Chief

SUBJECT: REQUIREMENTS FOR CHANGE OF USE (PLACE OF ASSEMBLAGE),  
CROWD MANAGEMENT AND MEDICAL PLANS APPROVAL

FINAL ACTION:	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

**SUMMARY**

The purpose of this proposed ordinance is to establish a formal approval process within the Fire Department for a temporary change of use (place of assemblage). This process will contain basic requirements for minimum fire/life safety. In addition, it will provide the Los Angeles Fire Department (LAFD) the authority to approve or disapprove the crowd management and medical plans.

**RECOMMENDATIONS**

That the Board:

1. Approve that the LAFD shall require a permit for temporary change of use for assemblage purposes.
2. Approve that the LAFD shall enforce minimum fire/life safety requirements for temporary change of use for assemblage purposes.
3. Approve that the LAFD have the authority to require and approve the crowd management plan.
4. Approve that the LAFD have the authority to require and approve the medical plan for assemblage events not in an "A" or "E" occupancy.
5. Request that this report be forwarded to the Mayor and City Council for consideration and approval.

6. Request the City Council to instruct the City Attorney to draft an ordinance to the Los Angeles Municipal Code (LAMC), Section 57.4701, establishing a permit for temporary change of use (place of assemblage), adding additional requirements for a temporary change of use (place of assemblage), crowd management plan and medical plans approval.
7. Request the City Attorney to report back to the City Council within 30 days with an ordinance amending the LAMC, Section 57.4701, establishing a permit for temporary change of use (place of assemblage), adding additional requirements for a temporary change of use (place of assemblage), providing the LAFD the authority to approve crowd management plans and medical plans.

### **FISCAL IMPACT**

There will be no fiscal impact.

### **DISCUSSION**

#### Change of Use (Place of Assemblage) Permit Required – Section 57.4701

This Section will create a specific authority and requirement for formal LAFD approval for a building or premises not normally approved to be used as a place of assemblage. Currently, requests made to the Department of Building and Safety are directed to the LAFD Fire Prevention and Public Safety Bureau (FPB) for approval. The plans are reviewed and approval is provided either as an approved stamp on the plans or by issuance of a special permit.

There are times where buildings or premises are temporarily used as a place of assemblage. There are several reasons why these requests are made, including the grand opening of a business, promotion of a product line, business party, a red carpet event and the expansion of existing assemblage occupancy into a parking lot or other space not normally used as an assemblage area. This Section would not apply to parties in a residential occupancy with an R2 or R3 designation unless it involves the common areas.

#### Additional Requirements for Temporary Change of Use (Place of Assemblage – Section 57.4701

This Section would create specific requirements that must be met in order to receive LAFD approval for a temporary change of use (place of assemblage). These requirements will provide that the fire protection systems work, exiting is adequate, emergency lighting is provided, occupant load is specified and limited as provided for the use, flame producing devices are approved and decorations meet flame retardant material requirements.

Authority to approve Crowd Management Plans for Special Events – Section 57.4701

The LAFD is requesting authorization as the approving authority for the crowd management plan for special events. Currently, the LAFD establishes the occupant capacity, exiting, evacuation and overall event layout. The Los Angeles Police Department may not have a role in these events, if they are on private property, but the LAFD will always be involved in the approval and permitting process. This Section would establish elements that would be demonstrated in the crowd management plan.

Authority to approve Medical Plans for Special Events – Section 57.4701

The LAFD is requesting authorization as the approving authority for the medical plans for special events. Under the Los Angeles Fire Code, Section 57.403.12.2, states the fire code official has the authority to order the development of a medical plan. This Section ensures that the plan meets the needs of the special event. The LAFD as the primary provider for emergency medical services has a vested interest in the impact on the service area when a special event is planned. Los Angeles County Department of Health Services, Reference 842, established guidelines for the delivery of emergency medical services for special events over 5,000 but this amendment will establish local authority for approval.

**CONCLUSION**

The purpose of the services rendered by members of the FPB are specifically directed at providing safe events, venues and working conditions for people to attend and enjoy. Providing a change of use process establishes the minimum level of safety and an expectation of what areas the LAFD will enforce. Occupancies not designed as a place of assemblage must provide a minimum level of protection, including calculation of occupant capacity, exits, fire alarms, sprinklers, if provided, that work and emergency egress lighting. Review of flame certifications of the decorations, use of open flame devices and flammable gases are also reviewed for the special event.

Crowd management and medical plans directly impact the LAFD's responsibility at special events occupant capacity, required crowd managers, in addition to a well thought out medical plan to help ensure safe and successful special events. This will also provide the LAFD authority to require and approve the crowd management and medical plans as a primary provider for emergency medical services which has a vested interest in the impact on the service area when a special event is planned.

Board Report prepared by Melford Beard, Battalion Chief, Public Safety Section, Fire Prevention and Public Safety Bureau.