ANAHEIM FIRE & RESCUE

Community Risk Reduction Division
201 S. Anaheim Blvd., #300
Anaheim, CA 92805
(714) 765-4040
tradeshowinspector@anaheim.net

ANAHEIM CONVENTION CENTER EVENTS

SPECIFICATIONS & REQUIREMENTS

I. Arena & Arena Lobby

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 setup than the one listed will require a fee-based plan check submittal to Anaheim Fire & Rescue. A 10-foot-wide egress path shall be provided from the east glass exit doors to the west glass exit doors.
2. Placement of tables or equipment shall be placed a minimum of 25 feet away from the east glass doors in the Arena Lobby. The west Arena Lobby hallway shall be kept clear and unobstructed. Exception: tables for handouts placed against the AR1 wall are acceptable.
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 the 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 6-foot egress path shall be maintained.
6. Sound mixing stations placed inside the Arena entrance/exit doors shall maintain a clear aisle width of 10 feet on each side and a minimum of 12 feet from the exit doors and shall not obstruct exit signs above exit doors.
7. A fee-based floor plan is required to be submitted to Anaheim Fire & Rescue when the layout is outside the standard scope of banquet, theatre or classroom setup or when pyrotechnics are used.
8. The Arena & portions of the Arena Lobby have no fire protection therefore all decor items and constructions need to be flame-retardant and quantity of items may be limited. Furniture with foam padding, including chairs, couches & chair covers shall meet TB 117-2013 flame retardant requirements and quantity of items may be limited.
9. Booths and general items shall be placed a minimum of 2 feet below the ceiling in non-sprinklered areas and 18 inches below the entire sprinklered ceiling.
10. No combustible items shall be placed under staircases. No coat/bag checks are permitted in the Arena, Arena Lobby, Arena Concourse or in non-sprinklered areas.

II. First Floor

1. The “high ceiling” areas of the lobby is limited to flame-retardant materials only. No coat/bag checks are permitted in the high ceiling areas. Quantity and type of items may be limited. Upholstered furniture with foam padding in the high ceiling areas shall meet TB 117-2013 flame retardant requirements.

III. Second & Third Floors

1. Maintain a 20-foot-wide clear egress path from the glass railing throughout the second and third floor lobbies. No items shall be placed against the railing.
2. Items may be placed in the middle of the “finger lobbies” however a 13-foot clearance on each side shall be maintained from sidewall to setup. 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 two (2) exits, one that is located at the front entrance and one located at the back 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 rear exit door and an illuminated or self-illuminating exit sign is required when the existing exit sign is not visible.
4. 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 noncombustible.

IV. Second & Third Floor Outdoor Terraces

1. The "Pacific 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" across from 201 rooms is standing room only. No items shall be placed in this area.
3. The "California Terrace" event space maximum occupant load is 350 people. A 24-foot clear path shall be maintained along the railing. No items shall be placed outside the rear corridor north exit doors/exit path next to the rock roof.

V. Palm Court, Arena Plaza and Grand Plaza

1. Setups in the above spaces shall be included in the floor plan submittal process. Fire access lanes, hydrants and fire department connections shall not be obstructed. Fencing, barricades, stanchions or barriers in or around those areas require approval from Anaheim Fire & Rescue and Anaheim Convention Center.
2. Fire hydrants require a 10-foot minimum clearance or more depending on the fire access location.
3. A 20-foot-wide clearance shall be maintained at all times in the striped/grid area on the Palm Court that extends from the Transit Plaza Circle to Katella.
4. No items shall be placed in Transit Plaza.

VI. ACC North – Plaza Level

1. Setups approved under both escalators shall not exceed 5 feet past outer edge of escalators or not extend past the edge of the walls (lengthwise) on the north and south sides.
2. Table setups for security purposes next to the entrance/exit doors on the north and south sides can be placed in the window space and shall not block the exit doors or egress paths.
3. Setup approved down the middle of the terrazzo that leads to the edge of the carpet with 20 feet of clearance is required on each side of the staircases and escalators.
4. North and south exterior exit doors can be propped open when approved by Anaheim Convention Center.

VII. ACC North – 200 Level

1. Setups approved adjacent to escalators in cut-outs shall be 5 feet away from glass railing and can extend to edge of wall on the south and north sides and no further than edge of glass railing on the west side of escalators.
2. Displays approved in front of 3 west balconies (north of main staircase) not to protrude further than the glass railing on each side.
3. Usable space against the wall next to the First Aid room shall start before the fire extinguisher cabinet and can extend down the wall (approximately 75 feet in length) and stop 10 feet away from the end of the wall. Setups shall be placed against the wall and are limited to 10 feet in depth.
4. Katella Terrace exit path between columns and railing shall be kept clear and unobstructed. Exit doors and pathway from meeting space shall be kept clear and unobstructed.

VIII. 100 & 200 Level Meeting Space

1. No setups allowed in blue vestibule spaces.
2. When air walls are used for meeting spaces, the following requirements apply to the main exit aisles outside the meeting rooms: 20-foot clearance required down the middle of all aisles; no setups within 10 feet of blue exit vestibules; 15-foot clearance from roll up doors and service doors that are at the end of aisles. Anything outside of this scope requires plan submittal to Anaheim Fire & Rescue and approval from Anaheim Convention Center.

IX. Bridge – ACC North to ACC South

1. The bridge from ACC South to ACC North has designated areas that are usable space. Please consult with ACC Event Manager on locations. The bridge must be accessible for emergency exiting.

X. 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, hard-walls, booths, column wraps or by any other manner.
2. A fee-based floor plan submittal is required for theatre, banquet or classroom style seating when it does not meet the standard setup criteria of the Anaheim Convention Center or Anaheim Fire & Rescue or when exit signs or portions of a hall are obstructed with drapes higher than 8 feet.
3. No signage or entrance units shall be placed over the escalators.
4. No items shall be placed under the staircase located on the terrazzo floor and Hall A lobby.
5. No storage of any kind is allowed in the Hall E north freight corridor.
6. Drape lines higher than 8 feet that lead to exits require illuminated exit signs with battery backup.
7. Candles for banquets and open flame devices including fire performers require a permit from Anaheim Fire & Rescue and are fee-based. Pyrotechnics, cold spark devices, and sparklers in the State of California require you to hire a licensed fireworks company to pull the permits from Anaheim Fire & Rescue. Please contact the trade show inspector for more information including fire standby fees and floor plan submittal requirements.
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. Travel distance to an exit aisle from a seated position shall not be more than 30 feet travel distance. Vertical and horizontal aisles may be required based on the number of tables. Tables shall not obstruct exit doors.
9. Fire rated doors shall not be propped open.
10. No storage of any kind allowed on the east side of Car park 6 fire lane/walkway. This includes electric cart charging.
11. 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.
12. Booth constructions, including decor items and upholstered furniture with foam padding, shall be flame-retardant. Please review the Exhibitor & Event Information for further information and for the flame retardant documentation that is required to be submitted prior to the show opening.
13. Displays shall be 18 inches below entire sprinklered ceilings and 2 feet below ceiling in non-sprinklered areas.
14. Breakaway stanchion may be used at show opening to facilitate ingress. Stanchions shall be placed a minimum of 15 feet away from exit doors. Stanchions shall be removed after mass ingress is complete, unless approved by Anaheim Fire & Rescue.
15. 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.
16. Events are prohibited from being held in parking structures.
17. California structural engineered stamped plans shall be submitted to City of Anaheim Building Department for custom built bleacher stands 60 days in advance of the show date. Portable bleacher plans showing aisle and seating widths shall be provided to Anaheim Fire & Rescue 30 days in advance of the show date.
18. Commercial filming requires a Film Permit from the City of Anaheim Public Works Department and notification to Anaheim Fire & Rescue. Standby will be determined on a case-by-case basis.

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