



Oxnard Fire Department
 360 W. Second Street • Oxnard, CA 93030
 (805) 385-7722 • Fax (805) 385-8009



**TEMPORARY USE PERMIT
 PRIVATE PARTY/ONE NIGHT DANCE PERMIT
 GUIDELINES**

1. Permit fee applies to all permits (temporary use & private party/one night dance) when sent here for signature by licensing (Tammy) or planning (Juan). **We do not charge a fee for other City events or for pit barbecue permits (when at a residence).**
2. If event does not have an impact on department access or the occupants egress no inspection is required, charge permit fee.
3. If event has a covered structure WITH ENCLOSED SIDES, an inspection is required. Charge inspection fee & permit fee.
4. If event has cooking with propane stoves (3 or less booths) no inspection is required, charge permit fee. Provide applicant with a copy of “Street Festival Food Booth Requirements” guidelines. Note on permit that occupant received guidelines. (Guidelines located in wall file by investigation board).
5. If event uses pyrotechnics, flammable liquids, any explosions, or any increase in danger to life safety, an inspection fee is required as well as permit fee.

The following businesses **do not** require an inspection fee (unless there is something unusual on the plans such as candles, tents or canopies). It is up to the person approving the permit to determine if an inspection is required. **WE DO CHARGE A PERMIT FEE.** Attach a copy of the “Assembly Occupancy Fire Safety Guidelines” (Guidelines located in wall file by investigation board).

Elks Lodge
 801 South “A” Street

Oxnard Monday Club
 1401 West Gonzales Rd.

Fraternal Order of Eagles
 4684 Saviers Road

Skate Palace
 451 West Hueneme Rd.

Knight’s of Columbus
 600 South “D” Street

South Oxnard Center
 200 East Bard Rd.

Performing Arts Center
 800 Hobson Way

Wilson Center
 350 North “C” Street

INSPECTION FEE \$82
PERMIT FEE \$41