



**HOUSTON FIRE DEPARTMENT  
LIFE SAFETY BUREAU (LSB)**



**LSB STANDARD 25, REV 01  
SAFETY INSPECTIONS FOR VEHICLES ON INDOOR DISPLAY**

**SUPERSEDES: NEW STANDARD, dated 12/31/2010**

**Effective Date: 5/01/2012**



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LSB Standards are established in accordance with provisions of the City of Houston Fire Code. They are subject to the administrative sections covering – alternative materials and methods, modifications, and the Board of Appeals.

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**LSB STANDARD 25 Rev. 01**  
**SAFETY INSPECTIONS FOR VEHICLES ON INDOOR DISPLAY**

**SECTION 25.1 --- GENERAL**

**25.1.1 Scope.**

To establish guidelines for LSB classified personnel to use when conducting motorized vehicle safety inspections for motorized vehicles on indoor displays.

**25.1.2 Purpose.**

To insure that all motorized vehicles comply with the Houston Fire Code when placed on indoor display.

**SECTION 25.2 --- DEFINITIONS.**

**25.2.1 Motorized Vehicle**

For the purpose of these guidelines, any motorized vehicle powered by an internal combustion engine including but not be limited to the following:

A **car, truck, snow mobile, lawn equipment, or motor driven cycle** that is self-propelled; that does not run on rails.

A **watercraft** that is any self-propelled motorized vessel that moves on or through the water.

An **aircraft**, which is a motorized vehicle that can fly.

A **recreational** vehicle that uses fuels to propel, heat, or cooking.

Any object, with an internal combustion engine, such as generator or pump that is displayed for public view or exhibition.

**25.2.2 Vehicle Safety Inspection Checklist (VSIC)**

A list of items that LSB inspection personnel will review and approve or disapprove, for each motorized vehicle on indoor display. (See APPENDIX "A".)

**SECTION 25.3 --- GENERAL REQUIREMENTS**

**25.3.1 Standby Personnel permit.**

A permit for Standby Personnel may be required for events where motorized vehicles are placed on indoor display.

**25.3.2 Permit for Liquid or Gas Fueled Vehicles or Equipment in Assembly Building**

A "Liquid or Gas Fueled Vehicles or Equipment in Assembly Building Permit" is required.

### 25.3.3 Plans and Permits

**Permit applications submitted less than 5 business days prior to the event will incur special handling fees.** Plans shall be submitted in a Plot Plan View format showing booth locations, access driveways, permanent buildings and other pertinent information and shall be affixed to the Permit Application.

#### **Permit Office contact information for “Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings” permits and standby personnel is as follows:**

The Houston Permitting Center

1002 Washington Avenue

Houston, Texas 77007

Hours of operation: 8:00 a.m. to 3:30 p.m. Central Time

Monday through Friday

Office phone (832)394-8811

To Email Customer Service Questions: [hfd.permitoffice@houstontx.gov](mailto:hfd.permitoffice@houstontx.gov)

Link to City Wide Fee Schedule: [www.houstoncityfees.org](http://www.houstoncityfees.org)

### 25.3.4 VSIC Inspection

A Fire Inspector shall conduct an inspection of all motorized vehicles submitted for indoor display. A VSIC shall be completed, approved and signed by the Fire Inspector, for the motorized vehicle to be placed on indoor display. The management of the venue that is displaying the motorized vehicles shall collect and secure all VSIC forms in a manner approved by the Fire Marshal. The venue management shall also be responsible to ensure that all items on the checklist are adhered to. A Fire Inspector shall conduct an inspection of the vehicle or propane cylinder that is allowed for display indoors as follows:

**25.3.4.1** The Fire Inspector assigned to the venue may inspect vehicles and cylinders if there are less than 15, **by appointment and during regular work hours.**

**25.3.4.2** The inspection of 15 or more vehicles or 15 or more propane cylinders will require an after hour permit allowing the vehicles and cylinders to be inspected by a standby Fire Inspector.

**25.3.4.3** Any amount of vehicles that requires an after hour inspection shall be conducted by a standby Fire Inspector.

### 25.3.5 Vehicle Fuel Level.

Any motorized vehicle that does not have an operable fuel gauge or other reliable means of determining its fuel capacity will be **disapproved** and not be allowed to be placed on indoor display. Fuel in the fuel tank(s) shall not exceed one-fourth (1/4) tank capacity or 5 gallons, whichever is least.

### 25.3.6 Vehicles Approved for Display

**If** the motorized vehicle meets the fuel capacity measuring requirements and is allowed to be placed on indoor display, the following requirements, of the current Houston Fire Code, shall be strictly adhered to.

**25.3.6.1** Batteries must be disconnected after being placed on display or if the battery disconnect switch is included in the vehicle it may be turned to the off position and secured in an approved manner.

**25.3.6.2** Fuel tanks and fill openings shall be closed and sealed to prevent tampering.

**25.3.6.3** Vehicles shall not be fueled or defueled within the building.

**25.3.6.4** Lp-Gas cylinders shall be **new and unused** unless prior written approval has been given by the Fire Marshal. The vendor or his representative will disconnect piping from the cylinder and valves will be open to verify the cylinder is void of gas. Any tools required shall be provided by the vendor.

**25.3.6.5** Motorized vehicles using LP-Gas for special flame effects shall comply with LSB Guidelines for Art Car/Equipment Vehicle Inspections.

## References

- 1 City of Houston *Fire Code*, International Fire Code, 2006 edition, as amended.

**APPENDIX "A"**

Houston Fire Department  
**Vehicle Safety Inspection Checklist**  
**For Indoor Display of Liquid or Gas-Fueled Motorized Vehicles**

Date of Inspection: \_\_\_\_\_ Venue: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Booth Number \_\_\_\_\_ Exhibitor Name \_\_\_\_\_

Motorized Vehicle Type:

Car       Truck       Boat       Personal Watercraft

Motor-Driven cycle       Aircraft

Other (specify): \_\_\_\_\_

In order to comply with the City of Houston Fire Code Regulations, the following requirements must be adhered to:

- Fuel in fuel tanks shall not exceed one-fourth (1/4) capacity or 5 gallons, whichever is least. An accurate means of measuring the fuel amount shall be provided. (Pre-requisite to entry into the building.)
- Batteries must be disconnected.
- Fuel tanks and fill openings shall be closed and sealed to prevent tampering.
- Propane cylinders shall be new and unused unless prior written approval has been given by the Fire Marshal. The Vendor or his representative will disconnect piping from the cylinder. Valves will be opened to verify the cylinder is void of propane gas. Any tools required shall be provided by the vendor.
- Approved for display.
- Rejected for display.

Reason(s) for rejection: \_\_\_\_\_

\_\_\_\_\_

Fire Inspector (Print): \_\_\_\_\_

Signature of Fire Inspector: \_\_\_\_\_