



**MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN**

City of Medford Outdoor Heater Safety Rules and Guidelines

Location

- Heaters **cannot** be placed under any tents or coverings.
 - Heaters must be placed **at least** 10 feet away from any tents.
- Heaters must be **at least** 5 feet away from exits and any combustibles.

Storage

- Heaters and tanks **cannot** be stored inside a building, they must be stored outside and in an approved spot by Fire Prevention.
- Before heaters and tanks are stored at the end of the day, there must be at least a 45-minute cool-down period allowed.
- When not in use, tanks **must be** disconnected and locked away.

Operation

- Ensure that there is no obstruction to the air ventilation.
- Ensure that all connections are tight and there are no leaks.
- All debris must be clear where heaters are being operated.
- Heaters must be used according to the manufacturer's instructions. Any heaters borrowed from the City will be accompanied by an instruction manual.



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Outdoor Heater Checklist for Safe Operation

- ❑ Obtain an Outdoor Dining Permit if you have not already. Contact the Office of Community Development at (781)-393-2480 or ocd@medford-ma.gov to get the application link. <http://bit.ly/medford-outdoor-dining21>
 - ❑ On the Outdoor Dining Form, indicate interest in borrowing a heater from the City or operating your own heater.
- ❑ Review of Safety Protocol above by all staff who will be responsible for operating equipment.
- ❑ Schedule an inspection with Fire Prevention (all businesses operating heaters must schedule an inspection) to ensure: knowledge of safety protocol, management, and safe storage