

Creighton University Open Flame Regulations

This document provides mandatory procedures for those who plan to burn an open flame and/or recreational fire pit on campus grounds. Fire is defined as combustion or burning, in which substances combine chemically with oxygen from the air and typically give out bright light, heat, and smoke. **Failure to follow these fire safety practices can lead to serious injuries and property damage! Misuse or tampering with a fire suppression device is in violation of residence hall and university policies. All incidents must be reported immediately to Public Safety at 402-280-2911.**

REQUIRED: The designated on-site client must complete the online training course in Bridge called [Fire Extinguisher Training](#) at least 5 days before their event. This person must remain on-site for the duration of the event. All questions regarding the training courses and requirements can be directed to Public Safety at 402-280-2104.

All fires must follow the City of Omaha Fire Department regulations: [Omaha Fire Safety information](#).

Students should refer to the [Student Handbook](#) for additional regulations regarding fire use in residence halls.

Any violation of these regulations can result in immediate termination of the event by university officials.

*Fire pits will not be approved from December 1st to March 31st. All other dates are subject to weather conditions.

CANCELLATION: University Officials can cancel or move any fire event based on weather conditions or facility maintenance. The client will be notified in those situations. A Red Flag warning, or other conditions within a 12-hour window of the event, could result in the event being cancelled or re-scheduled. Monitor current conditions on the [Fire Weather Dashboard](#) website.

FIREPITS:

Portable Wood Burning

- Only Creighton University-owned firepits are allowed for use on campus. Recreational-level fire pits with walls of at least 12 inches in height and an inner diameter no greater than 30 inches (see photo below for example). Once fire is lit the containment screen must be in place. No homemade units or bonfires are allowed.
- Upon request, Public Safety and Facilities Management michelleferestad@creighton.edu can provide fire extinguishers, concrete board, water source, and metal trash cans. All costs, including costs to repair any damaged property, will be billed to the client following the event. Minimum fee of \$100.
- Portable fire pits must be placed on concrete, or on concrete boards when on grass. Fire pits can only be located on level sites within designated areas on the outdoor campus map on page 4.
- Portable fire pits must be at least 15 feet from any combustible structure. This includes decks, overhangs, awnings, tents, and any part of a tree, including overhead branches.
- Portable fire pits must be at least 6 feet away from sidewalks or walking paths.
- Fuel for open flame outdoor fire is limited clean dry firewood, commercial fire logs or clean untreated lumber.
- Only a commercial fire starter product may be used (see photos below for examples). Do not use lighter fluid to start a fire. Never spray an active fire with flammable liquid or any other accelerant.
- The fire must remain contained within the fire unit and cannot be so large or high that the flames regularly come out of the containment screen or extend more than 2 feet above the fire unit.
- A portable fire pit must be constantly attended until the fire is extinguished. The designated on-site person must ensure the fire is completely saturated and materials inside the firepit are cool to the touch. This may take several smaller applications of water. After cooling, all ashes and partially burned wood must be placed in the metal trash can supplied. The trash cans must be placed in the designated area on concrete.
- Once cooled, concrete boards must be removed from the grass surface and placed on their sides in a designated area. All other equipment must be returned to the same locations where they were picked up originally. If there is heat coming from the metal can or fire pits, douse the ashes again with water.
- Facilities Management will pick up all supplies provided and ashes/wood for proper disposal.
- See page 2 for example images of approved fire pit items



Gas Fired Pits

- Grave's gas firepits are not to be used for cooking or heating liquids and food; including marshmallows, hot dogs etc.
- Requesting the use of the firepits is managed through the Residential Life & Housing front desk.
- A timer dial is located on a post near the firepits. This controls how long the unit is allowed to run. You are responsible for ensuring the fire is out before leaving the area. Once the lava rocks are cooled, place covers and secure to bowls. Notify Graves's Front desk when done.
- **In the case of a fire or gas leak, contact Public Safety immediately at 402-280-2911**
- Fire Extinguisher, located in the courtyard near the fire pits, should not be used directly on the gas firepit.
- In the event of an emergency, the main gas shut-off valve is located in the northwest corner of the courtyard. Turn the handle clockwise so it is no longer in line with the pipe direction (it should be at a 90-degree angle of the pipe).

COOKING GRILLS:

Only Creighton University-owned and provided gas and/or charcoal grills are allowed on campus in designated areas. Charcoal and other open-flame cooking devices may not be operated on balconies or within 10 feet of any structures, combustible materials, or air intakes. Review wind speed and direction prior to using the grills. Grills must be constantly attended. Consult Public Safety for further directions.

Charcoal

- The University offers fixed charcoal grills in the Opus and Davis courtyards. Coordinate the use of these through the Department of Residence Life.
- All combustible liquids, matches, and lighters must remain clear of the grill.
- Fire extinguishers are located within the exterior vicinity of the Opus and Davis courtyards.
- Only charcoal or briquets can be used with starter sticks/cubes/chimneys intended for food-grade burning and purchased from a store. Homemade fire starters and lighter fluid are prohibited on campus.
- Never apply a starter product directly to an active flame.
- The product left behind must be doused with water until all embers are cool to the touch before the user leaves the site. Facilities Management will dispose of the cooled ashes during routine grounds cleaning.

Gas

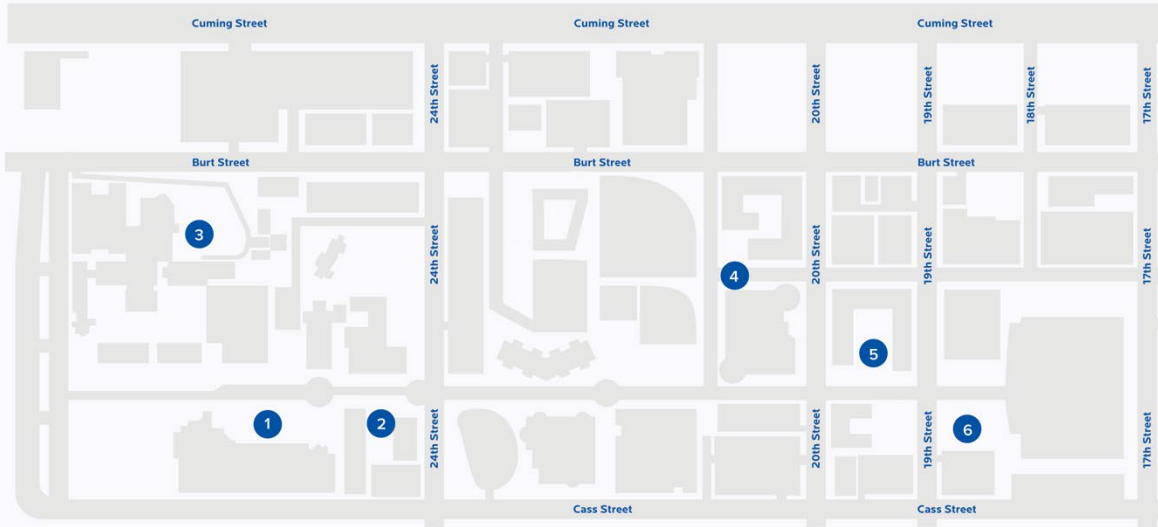
- Centralized Reservations offers a gas grill for use through the Department of Residence Life.
- All grills are to be on a solid concrete surface. Protecting concrete from grease and food debris. Any additional cleaning costs, and repair of any property damage, will be billed to the client following the event. Minimum fee of \$100.
- Sodexo will provide an on-site staff member and the fire extinguisher during the cooking.

CANDLES/WARMER/INCENSE:

Candles may only be used in approved areas and lit in designated areas when the following rules are followed. Check with Environmental Health and Safety (EH&S) for approved locations. When possible, battery-operated candles should be used in lieu of actual flames to reduce the risk of injury or damage. Incense or melted wax products and open heating elements are not approved in any campus area.

- **Never leave a lit candle or warmer unattended.**
- Candles must be placed on a solid surface such as a table or counter.
- Candles must be in a fireproof (non-burning) container with a wick that is not taller than the container itself.
- Items that are not fireproof, such as floral arrangements, paper, or other flammable items, must remain well clear of the flame and heat.
- Candles are prohibited in bathrooms.
- Do not use a large number of candles for events such as birthdays because the smoke could set off a fire alarm.
- Candles must be kept in one location until extinguished.
- Always extinguish the candle with limited movement. Wait until the holder is cool to the touch before moving.
- Luminaries, whether inside or outdoors, must only use battery-operated candles. No live flames are allowed inside luminaries.

FIRE PIT LOCATIONS



1. KFC Lawn - 8 firepits
2. Brandeis Courtyard - 1 firepit
3. Anderson Plaza - 8 firepits
4. Webster Mall - 2 firepits
5. Opus Courtyard - 5 firepits
6. Morrison Lawn - 8 firepits