

WPI Guidelines for Grills on Campus

BEFORE GRILLING

- The event host must reserve an outdoor grilling space through the [25Live Events Reservation System](#) or Conference & Event Services Office at least 10 days in advance of the event.
- Identify an inclement weather plan/location at time of request.
- The Events Office has final approval over the grilling event and location, based upon available and appropriate campus space.
- Food can be provided via <https://wpi.catertrax.com>. Contact Chartwells by phone for all your catering meal options and approvals 508-831-5700.

DURING GRILLING

- No grilling allowed **under** any flammable/ignitable structures, including tents/overhangs; trees; etc. Ideal locations are open green spaces away from traffic.
- Use caution, good hygiene and common sense
- Someone must be present the entire time the propane is in use
- Grilling must occur at least 30' from an occupied building – no grilling by Bartlett Center

Propane Grills

- WPI will allow up to 2 grills per location, provided they:
 - Are at least 20 feet apart, and
 - Have a **maximum** of 42 lbs. of propane between them.
- A permit from the Worcester Fire Marshall is required if using more than 42 lbs. of propane (basically, anything more than two, standard-sized propane tanks).

Charcoal Grills

- If charcoal is used, an appropriate container specific to charcoal is required.
- Charcoal takes approximately 45-60 minutes to heat up for cooking; plan accordingly

AFTER GRILLING



- Hot coals to be disposed of properly.
 - Coals must be disposed of properly when the ash has cooled completely. After cooling, the charcoal residue should be wrapped in aluminum foil and placed in a noncombustible outdoor trash bin. Pouring water over the hot charcoal and fully stirring it will expedite the cooling process.
 - To avoid fires, extinguishing the charcoal with water and keeping an eye on the trash bin for 30 minutes while final clean-up is occurring is highly recommended.
- Clients are responsible for the total cleanup of their barbecue, unless **prior** custodial arrangements have been made.

WPI follows the Massachusetts Comprehensive Fire Safety Code and the requirements of the Worcester Fire Marshall regarding the use grills on campus.

[Worcester Fire Marshall Guidelines: \(Page 30\)](#) Revised 07/31/26