



EULESS FIRE DEPARTMENT FIRE MARSHAL'S OFFICE

EFD-FMO 12-1

Information Line:
Tent Permits
Revision 8/08

Fire Chief Wes Rhodes

Fire Marshal Paul Smith

2003 Edition
International Fire Code
Amended
NFPA Standard No. 102

ZONING

Proposed site area to be approved by zoning definition prior to obtaining a permit.

SCOPE

The provisions of this Information Line as governed by the International Fire Code Chapter 24 apply to the following:

- Tent and Membrane structures having an area in excess of 200 square feet.
- Canopies in excess of 400 square feet. An exception may apply for canopies which are open on all sides, does not exceed an individual or aggregate size of 700 square feet, and is separated on all sides from all structures and tents by a minimum of 12 feet.

OBTAINING A PERMIT

Prior to the issuance of the permit by the Fire Marshal and the commencement of any work, the applicant shall meet the following requirements:

- A. Complete the permit application and provide the following detailed information:
 1. Submit a site plan or drawing showing the proposed location for the tent in relation to property lines and structures.
 2. Submit a drawing indicating interior layout of the tent, such as seating arrangements and required aisle widths and exits (minimum aisle width, four (4) feet).
 3. Applicant to allow a minimum of twenty-four (24) hours for permit application review.
 4. Tents or air supported structures erected prior to taking out a permit application and receiving Fire Marshal authorization shall be penalized a permit fee of up to two times that of the original fee schedule.
- B. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines. For the purpose of determining required distances, support ropes and guy wires shall be considered as part of the temporary membrane structure, tent or canopy.
Exceptions may apply as outlined in IFC 2403.8. Please contact the Fire Marshals Office for clarification if the separation distances create a hardship.
- C. Automotive equipment necessary to the operation of the tent or air supported structure must be twenty (20) feet from the tent.
- D. The entire structure covered by the permit shall be inspected at regular intervals by the permittee or his agent to insure the installation is maintained safely and in accordance with the permit.
- E. Tents or air supported structures and their appurtenances shall be adequately roped, braced and anchored to withstand the elements of the weather.
- F. Flame retardant treatment. The applicant shall furnish to the Fire Marshal's Office the following information from the tent's manufacturer or leasing agency:
 1. Date fabric was last treated with flame retardant solution.
 2. Trade name of kind of chemical used in treatment.
 3. The name of person or firm treating the material.
 4. The name and address of the owner of the tent.

- G. Fire Protection Equipment. Every tent or air supported structure shall be equipped with a minimum of a five (5) pound ABC fire extinguisher. The Fire Marshal may require additional fire protection equipment when in his opinion the situation or hazard exceed minimum standards.
- H. In the event the Fire Marshal requires standby personnel, they shall be provided in accordance with the provisions outlined in the fire code.
- I. The occupant and seating arrangement of the tent or air supported structure shall meet the requirements as set forth in the fire code.
- J. "No Smoking" signs shall be posted conspicuously at the entrances and throughout the structure. Provisions to collect discarded butts or refuse shall be provided at the entrances to the tent or air supported structure (metal sand buckets are an acceptable collection container).
- K. All provisions of Chapter 24 of the International Fire Code must be met.

VALIDATION OF TENT PERMIT

- A. Permit fee to erect and maintain a tent or air supported structure:
 - 1. Fee schedule \$40.00 - validated not to exceed a thirty (30) day period.