Sacramento Metropolitan Fire District

Community Risk Reduction Division **www.metrofire.ca.gov**

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CARNIVALS, FAIRS, SPECIAL EVENTS
TEMPORARY MEMBRANE STRUCTURES (TENTS / CANOPIES)

PURPOSE

The purpose of this regulation is to establish a consistent regulatory guide for fire safety enforcement at outdoor carnivals, fairs, special events, or with regards to tents, canopies, and special event structures. It provides the special events coordinator and vendors with the necessary information to ensure the conformance with local requirements and those of the California Fire Code (CFC).

POLICY

When an applicant proposes a carnival, fair, special event, or use of a temporary special event or membrane structure (tent/canopy) in the jurisdiction of Sac Metro Fire, the applicant must submit the required construction documents along with a completed application for approval prior to the event or use. The required construction documentation, application, and fees shall be submitted at least 2 weeks prior to the event. Submittals received less than 2 weeks prior to the event shall incur an additional expedited fee.

CONSTRUCTION DOCUMENTATION

Provide a site plan of the event and indicate on the plan the locations and dimensions of the following: all public rides (denote electrical or gasoline operated), all tent/canopy locations (all temporary special event and membrane structure locations shall comply with CFC Chapter 31), generators, flammable and/or combustible liquid storage, stages, temporary fencing and gates, inflatable amusement devices, and Fire Department access.

A detailed floor plan shall be provided for temporary membrane structures (tents/canopies). It shall indicate details of the means of egress facilities/locations, seating capacity, arrangement of seating, and the location and type of heating and electrical equipment. Use of electrical equipment may require an electrical permit. Contact your local Building Department for requirements. Construction documents for structural stability are required for tents and membrane structures greater than 7,500 sq. ft. or with an occupant load greater than 1,000 per CFC 3103.9 and special event structures in excess of 400 sq. ft. per CFC 3105.5.

INSPECTIONS

After approval of the event submitted documentation, the Sac Metro Fire District will conduct an inspection to determine compliance with the approved permit. In the event fire and life safety violations are found, the responsible person will be given one opportunity for compliance. Failure to adhere to these requirements may result in closure of the respective operation. It shall be the responsibility of event coordinator to insure vendors are aware of these regulations.

The Sac Metro Fire District shall be notified not less than 48 hours prior to any fire clearance inspection.

TENTS AND CANOPIES
CHECKLIST

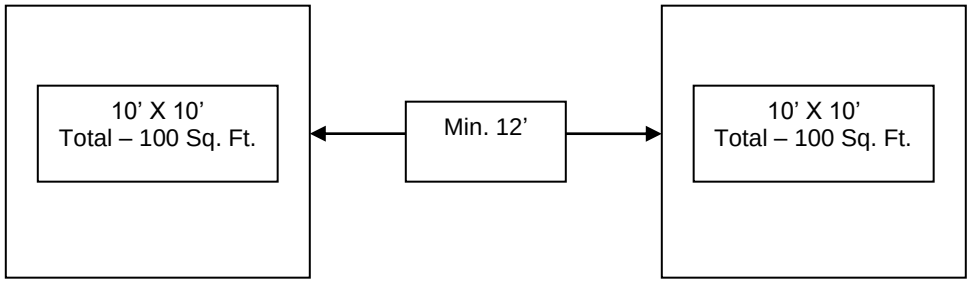
- □ Plans have been submitted and approved by Sac Metro Fire.
- □ Tent/Canopy location and layout are according to approved plans. Shall not be located within 20 feet of buildings, lot lines, and vehicles.
- □ Fire extinguisher for general use located at exit and readily accessible, classification 2A:10B:C with current CA SFM service tag. If deep fat frying: one K-rated fire extinguisher with current CA SFM service tag. For all other cooking a minimum 4A fire extinguisher with current CA SFM service tag is required.
- □ Cooking and heating equipment shall not be located within 10 feet of tents/canopies, exits, or combustible materials, unless it is an approved cooking tents. Tents where cooking is performed shall be separated from other tents or structures by a minimum 10 feet.
- □ Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 10 feet of a tent or membrane structure.
- □ Generators shall not be located within 20 feet of tents/canopies, installed not less than 10 feet from combustible materials, and shall be isolated from the public by fence or enclosure. A 20B:C fire extinguisher with current CA SFM service tag is required within 30' of generator.
- □ Compressed gas cylinders including propane, oxygen, helium, or other are stored in an upright position and secured to prevent accidental tipping.
- □ Flammable and combustible liquids shall be stored outside in an approved manner not less than 50 feet from tents or membrane structures.
- □ Flammable liquid fueled equipment shall not be used in tent or membrane structures. Refueling shall be performed in an approved location not less than 20 feet from tents or membrane structures.
- □ Hay, straw, trash, and similar flammable materials shall be stored more than 50 feet from any tent, except for tents where the public is not admitted. Hay, straw, shavings, and similar combustible materials are not permitted under stands or seats at any time.
- □ Occupant load sign shall be posted in a conspicuous location.
- □ NO SMOKING signs shall be provided in tents.
- □ Seating shall comply with California Fire Code Chapter 10.
- □ Travel distance shall not exceed 100 feet to an exit.
- □ Exits shall be clearly marked. Exits signs (internally or externally illuminated) shall be installed with an occupant load of 50 or more.
- □ Trained crowd managers or supervisors shall be provided per every 250 occupants for tents or membrane structures and outdoor assembly events greater than 1,000 people.

- □ All tents, canopies, or temporary membrane structures shall have a permanently affixed label from the Office of the State Fire Marshal stating that the material used for the structure is flame retardant or a permanently affixed label and a Certificate of Flame Resistance by a California State Fire Marshal licensed applicator per CFC 3104.
- □ Inflatable amusement devices shall meet the flame propagation criteria of Test Method 2 of NFPA 701 and a label and affidavit containing the information required in CFC 3104 shall be permanently affixed to the device.
- □ Other requirements may apply. Tents, canopies, temporary membrane and special event structures shall comply with all applicable laws and regulation.

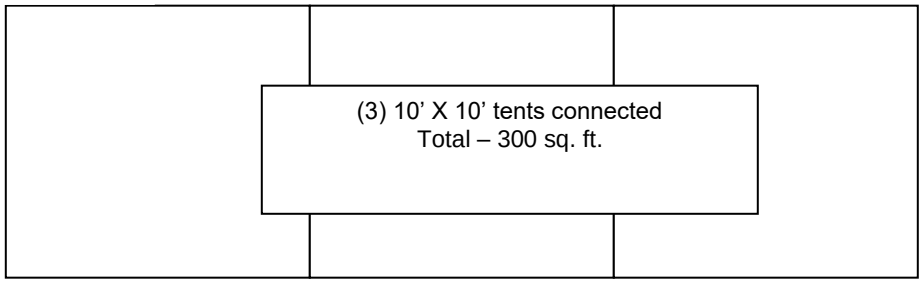
24 pt. type
WARNING
16 pt. type
KEEP ALL FLAME AND HEAT SOURCES AWAY FROM THIS TENT FABRIC
12 pt. type
This tent is made with flame-resistant fabric which meets CPAI-84 specifications. It is not fire proof. The fabric will burn if left in continuous contact with any flame source.

The application of any foreign substance to the tent fabric may render the flame resistant properties ineffective.

Example 1:



Example 2:



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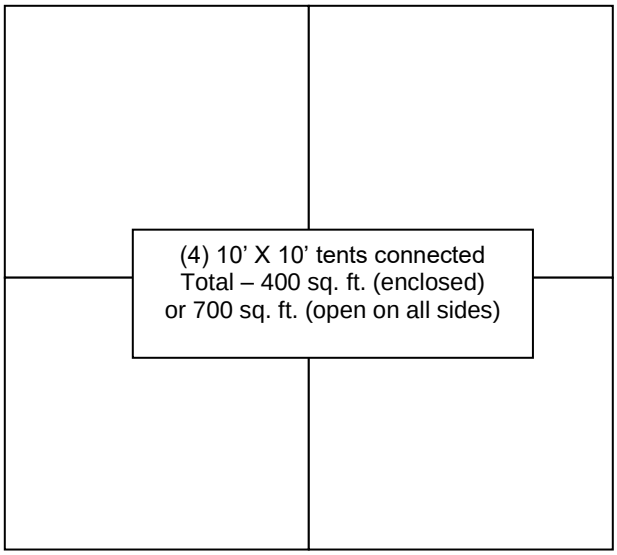

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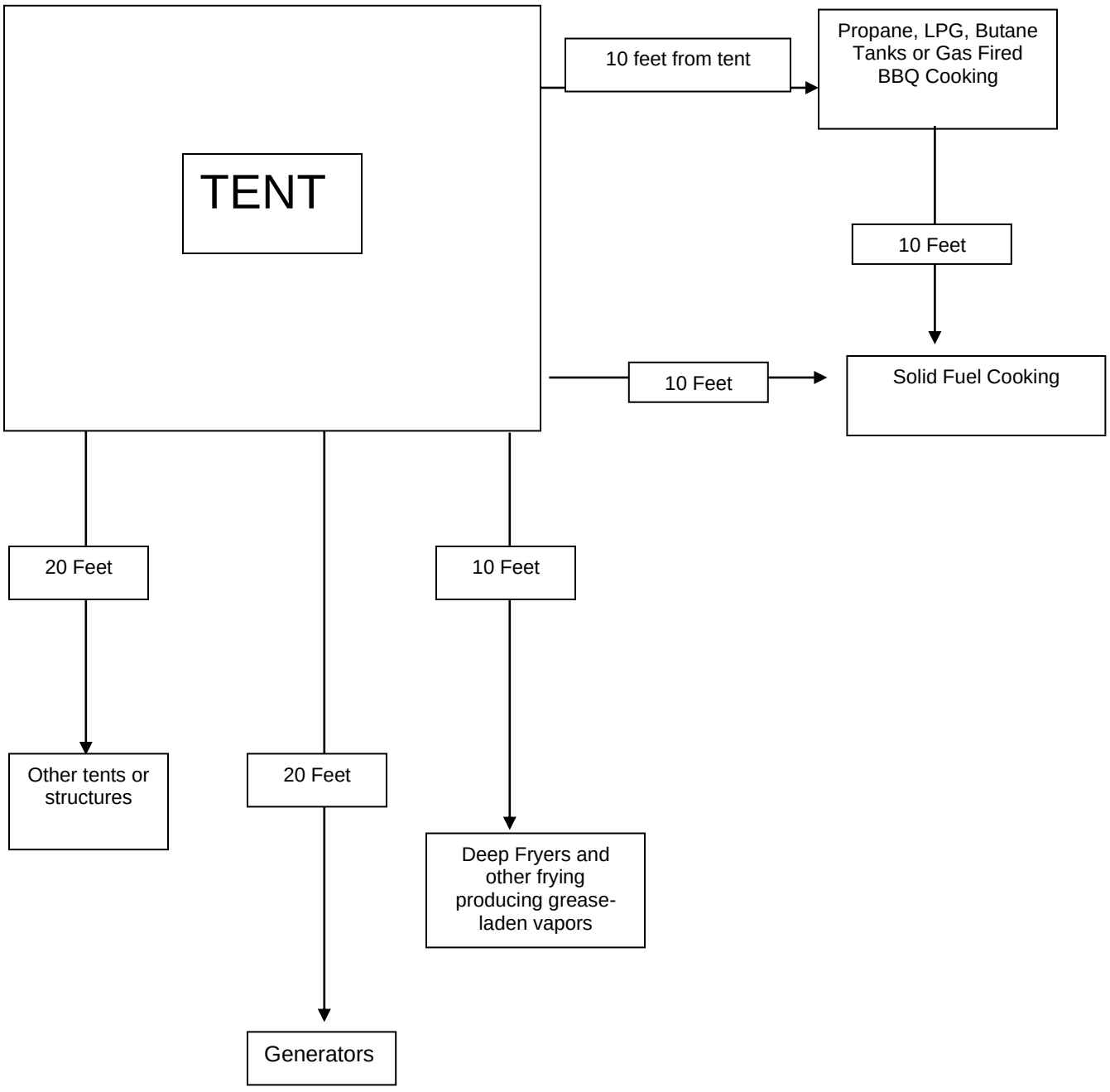
TENT
10 feet from tent
Propane, LPG, Butane Tanks or Gas Fired BBQ Cooking
10 Feet
10 Feet
Solid Fuel Cooking
20 Feet
10 Feet
Other tents or structures
20 Feet
Deep Fryers and other frying producing grease-laden vapors
Generators

FOOD VENDOR REQUIREMENTS CHECKLIST

- □ Fire extinguisher for general use located at exit and readily accessible. Classification 2A:10B:C with current CA SFM service tag.
- □ If deep fat frying: one K-rated fire extinguisher with current CA SFM service tag.
- □ Adequate exiting and escape pathways.
- □ Proof of fire retardant and/or flame resistant fabric for tents, canopies, decorations, etc.
- □ Physical guards, fencing or enclosure around generators and solid fuel cooking.
- □ Compressed gas cylinders including propane, oxygen, helium, or other are stored in an upright position and secured to prevent accidental tipping.
- □ Good housekeeping.
- □ Minimize tripping hazards.
- □ Minimum distance requirements to adjacent tents and structures, cooking.
- □ Electrical permit for temporary lighting.
- □ Seating requirements when required.
- □ No-smoking signs when required.