



Salt Lake City Fire Department

*Prepare
effectively*

*Respond
professionally*

*Impact
positively*

TENT AND OTHER MEMBRANE STRUCTURES PERMIT REQUIREMENTS

Definition:

A tent is defined as a structure, enclosure or shelter, with or without sidewalls or drops, constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

Tent and other membrane structures needing a permit:

- Tents with one or more sides over 400 square feet. *(Single or combine sq. ft.)*
- Tents open on all sides over 700 square feet. *(Single or combine sq. ft.)*
- Cooking tents used in an aggregate configuration. *(Ten foot separation)*

To avoid the permit requirement on multiple tents there must be a 12 foot space every 400 to 700 sq. ft.

Permitting process:

- All tents and other membrane structures shall comply with Chapter 24 of the 2009 International Fire Code.
- Apply for the permit thirty (30) days prior to tent set up. *(A late fee of \$100 will be accessed for applications made less than seven days prior to set up).*
- Apply for permit at the Salt Lake City Fire Prevention Bureau 305 East 200 South.
- The application will be reviewed for compliance to the fire code and a permit fee will be accessed.
- All Checks should be made payable to **Salt Lake City Corporation**
- A temporary permit will be issued upon the physical inspection of the location and structure.

Permit fees:

- **\$145** will be accessed for the first tent or other membrane structure.

- **\$ 45** will be accessed for each additional tent or other membrane structure.
- **\$60** will be accessed for after hour or weekend tent inspections.

Permit:

A permit issued by the Fire Marshal will be required for each tent and temporary structure as per the requirements stated above. **(The permit application should contain the following)**

- A complete site plan, including the location of fire apparatus access roads, hydrants, property lines, and the location of nearby structures.
- The **California State Fire Marshal's flame retardant certification** must be visibly displayed on the tent or canopy.
- A plan for the interior of the tent, including seating arrangements and the location and type of heating or cooking equipment.
- A full set of construction documents including structural calculation and detailed drawings of connections are required and will be reviewed at the discretion of the Fire Marshal.
- The time period for which the tent or structure is intended to be in place. No longer than 180 days per Salt Lake City requirements.



General Requirements for all Tent/Canopies & Temporary Structures:

- All tents and membrane structures **must be properly secured** in case of wind (40 mph basic wind speed and 90 mph 3-second gust). Securing of the structures is the responsibility of the owner/operator (refer to IBC 1609)
- A portable **fire extinguisher with a minimum 2A10BC** rating must be accessible within **75** feet walking distance of all tents/temporary structures, at a minimum, as required by section 906 of the IFC. All extinguishers require a **current State Fire Marshal's inspection tag**. Inspection tags are required annually.
- No smoking signs must be provided in each permitted tent.
- Exits shall be clearly marked and lighted when the exits serve an occupant load of **50** or more.
- All compressed gas bottles must be secured at all times to prevent them from tipping over.
- Generators must be maintained at least **20** feet from any tent or temporary structure.
- No combustible waste can be stored within 30 feet of a tent or temporary structure.

Cooking Tents or Areas:

In addition to the general requirement cooking tent must also meet these requirements:

- Flame retardant certification must be provided for all temporary structures utilized for cooking or heating of food. **California State Fire Marshal's flame retardant certification** seal must be visibly affixed to the tent:

 SEE REVERSE	INHERENTLY FLAME RETARDANT _____ SIZE	FRONT	 SEE REVERSE	THIS ARTICLE MUST BE RETREATED AFTER WASHING OR DRY CLEANING BY SYSTEMS WITH SOAP AND WATER ADDED. _____ SIZE
INHERENTLY FLAME RETARDANT Supplied by _____			BACK	FLAME RETARDANT Treated by _____
Registration No. _____	Date _____		Name of Chemical Used _____	
			Registration No. _____	Date of Application _____

ANY OTHER USE IS PROHIBITED
WITHOUT THE EXPRESS WRITTEN
PERMISSION OF THE STATE FIRE
MARSHAL.

- Tents where cooking takes place, or cooking tents in an aggregate configuration, must be at least **20 feet** from any building or other tents. Aggregate cooking tents will maintain **10 foot separation** from adjacent cooking tents.
- A portable **fire extinguisher** with a minimum **4A40BC** rating must be provided for each tent where cooking is taking place. If there are grease laden vapors present, a **K** type extinguisher is **also** required. (i.e.: deep fat frying) Inspection tags are required annually. (IFC 906.3(1))
- **LP gas cylinders**, up to 500 gallons, must be stored outside and kept a minimum of **10 feet from any other structure**. Cylinders capable of holding 501 gallons and greater shall require a **25 foot separation**.
- Any open flame cooking or heat cooking will be **supervised by an adult at all time**. This adult will serve as a fire watch and standby personnel to take prompt measures for extinguishment of fires that occur and assist in the evacuation of the public from the structure. (Refer to IFC 2404.20)