



# Brighton Fire Rescue District

500 S. 4<sup>th</sup> Ave, 3<sup>rd</sup> Floor • Brighton, Colorado 80601

Telephone: (303) 659-4101 • Fax: (303) 659-4103 • Website: [www.brightonfire.org](http://www.brightonfire.org).

## Commercial Tents/Canopies Checklist

Tents and membrane structures having an area in excess of 400 square feet (37 m<sup>2</sup>) shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the fire code official. Exceptions:

1. Tents used exclusively for recreational camping purposes
2. Tents open on all sides which comply with all of the following:
  - 2.1. Individual tents having a maximum size of 700 square feet (65 m<sup>2</sup>).
  - 2.2. The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet (3658 mm), not exceeding 700 square feet.

This checklist has been provided to help assist you in gathering the proper plan review documents. The owner or responsible party of the temporary structure needs to submit plans for the permit. These plans should include the following:

### **Site plan - Drawn to scale or dimensioned**

1. Name and address of site location.
2. Number and size of temporary structure(s).
3. Location of temporary structure(s) - Membrane structures, tents or canopies shall not be located within 20 feet of lot lines, buildings, other temporary structures, parked vehicles or internal combustion engines. Note: For the purpose of determining required distances, support ropes and guy wires shall be considered as part of the temporary structure.
4. Fire Break - A fire break must provide an unobstructed passageway not less than 12 feet wide, free of guy ropes or other obstructions, and shall be maintained on all sides of the temporary structure(s).
5. Separation of generators – Generators and other internal combustion engines shall not be located within 20 feet of the temporary structure(s) and shall be isolated from contact with the public by fencing, enclosure or other approved means.
6. Anchorage - The structure must be properly anchored (provide anchor type, size, and weight) and structurally stable in order to withstand weather related collapse. Note: Unless specifically approved by the tent manufacturer, water filled barrels are not considered acceptable anchorage.
7. Emergency Access - Access road(s) must extend to within 150 feet of all portions of temporary structure(s) and must be approved by the Fire District.
8. Means of Egress Maintenance - Guy wires, guy ropes and other support members shall not cross a "Means of Egress" at a height of less than 8 feet.
9. Exits – Exits shall be spaced at equal intervals around the perimeter and shall be located such that all points are 100 feet or less from an exit. Exits shall remain open unless covered by colored contrasting curtains which slide freely on metal supports and swing in the direction of exit travel. Exit doors shall swing in the direction of exit travel. To avoid hazardous air and pressure loss in air-supported membrane structures, such doors shall be automatic closing against operating pressures. Opening force at the door edge shall not exceed 15 pounds (66 N). The number of exits required shall be in

compliance with the chart below.

OCCUPANT LOAD	MINIMUM NUMBER OF MEANS OF EGRESS	MINIMUM WIDTH OF EACH MEANS OF EGRESS (inches)	MINIMUM WIDTH OF EACH MEANS OF EGRESS (inches)
		Tent	Membrane Structure
10 to 199	2	72	36
200 to 499	3	72	72
500 to 999	4	96	72
1,000 to 1,999	5	120	96
2,000 to 2,999	6	120	96
Over 3,000 <sup>a</sup>	7	120	96

For SI: 1 inch = 25.4 mm.

a. When the occupant load exceeds 3,000, the total width of means of egress (in inches) shall not be less than the total occupant load multiplied by 0.2 inches per person.

10. Structure Fabric &/or Material – A certificate must be submitted indicating the name and address of the owner(s) of the temporary structure, date the fabric was last treated with flame-resistant solution, name of person or firm treating the material, trade name or kind of chemical used, name of testing agency and test standard. The temporary structure shall have a permanently affixed label bearing the identification of size and fabric or material type.
11. Water - Identify the nearest fire hydrant or water supply for firefighting purposes.

**Floor plan – Drawn to scale or dimensioned**

1. Name and Phone Number of Event Sponsor.
2. Exit Signs – Exits shall be clearly marked with signs of an approved self-luminous type or shall be internally or externally illuminated.
3. Aisles – Unobstructed aisles of not less than 44 inches shall be provided from seating areas and shall be progressively increased in width to provide not less than 1 foot of aisle width for each 50 persons. The arrangement of aisles shall be subject to approval by the Fire District and shall be maintained clear at all times during occupancy.
4. Seating Arrangement – Please provide complete details showing all contents located inside the temporary structure. There shall be a minimum clearance of at least 3 feet between the fabric envelope and all contents. The seating arrangement within the structure shall be inspected and approved by the Fire District prior to use.
5. Signs – “No Smoking” and “Occupant Load” signs shall be conspicuously posted.
6. Fire Protection Equipment – A fire extinguisher with a minimum rating of 2A:40BC must be located within 75 feet of travel distance from any point of the structure. The extinguishers must have been serviced within the last year.
7. Heating and Cooking Equipment - Location, type and quantity of heating and/or cooking equipment or appliances to be used **within** the structure shall be installed and vented as specified in the International Mechanical Code and the International Fuel Gas Code. Electrical heating and cooking equipment shall comply with the National Electrical Code. Cooking and heating equipment shall not be located within 10 feet of exits, aisles, passageways or combustible materials. Outdoor cooking shall not be performed within 20 feet of the structure.

### **Other information**

1. LP-gas – LP-gas containers shall be located outside and safety release valves shall be pointed away from the tent or membrane structure. Tanks 500 gallons or less must have a separation distance of at least 10 feet. Tanks greater than 500 gallons must have a separation distance of at least 25 feet.
2. Flammable and combustible liquids – Flammable-liquid-fueled equipment shall not be used in temporary structure(s). Flammable and combustible liquids shall be stored outside in an approved manner not less than 50 feet from structure(s). Refueling shall be performed in an approved location not less than 20 feet from structure.
3. Standby Personnel – In the interest of public safety, the Fire District may require one or more qualified persons to perform a fire watch during any activity. There shall be one trained crowd manager for every 250 occupants. There shall be an audible announcement 10 minutes prior to the start of each event to notify the occupants of the locations of each exit that is to be used in the event of a fire and/or emergency.
4. Combustible Materials - Areas within and adjacent to the structure shall be maintained clear of all combustible materials or vegetation that could create a fire hazard. Combustible trash shall be removed at least once a day from the structure.

If you have any questions, please contact us at 303-659-4101. Thankyou!