

CHASKA BUILDING INSPECTIONS DEPARTMENT

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CITY OF CHASKA FIRE DEPARTMENT POLICY ON TEMPORARY ASSEMBLIES AND TENTS

Temporary indoor or outdoor assemblies and temporary use of tents in excess of 200 square feet or canopies in excess of 400 square feet are allowed with a fire inspection. Temporary assemblies and tents shall comply with the Minnesota State Fire Code (MSFC), 2006 Edition, Sections 2403 and 105.6.43. For the purpose of this handout, the term “tents” shall include canopies, temporary membrane structures and air-supported or air-inflated structures.

Submittal Requirements:

- Provide a completed fire inspection permit application signed by the property owner.
- Provide two copies of a detailed site or floor plan showing the seating arrangement, exits and locations of portable fire extinguishers. One approved copy must remain on site at all times.
- Provide a detailed description of all activities that will be occurring, the hours of the event and the approximate number of participants.
- Provide a certificate, executed by an approved testing laboratory, certifying the flame resistance of materials used to construct the tent are in compliance with NFPA Standard 701.
- Provide flame-spread rating information for materials used as ceiling and/or wall decorations.

General Requirements for Assemblies:

Documentation must be provided showing all draperies, decorative fixtures, and other fabrics and materials have been treated with an approved fire retardant material.

Fire Extinguishers required: Provide a portable fire extinguisher with a minimum rating of **4A-20BC**. Fire extinguishers must be mounted in an approved and accessible location and bear a tag certifying that it has been inspected within the last year by a licensed contractor. Additional fire extinguishers shall be provided at 75 foot spacing.

General Requirements for Tents and Canopies:

Tents and canopies must have a permanently attached label stating the material is fire retardant.

Tents shall be at least **20 feet from lot lines, structures, parked vehicles or internal combustion engines** as noted in MSFC 2403.8.2.

Fireworks are not permitted within **100 feet** of tents.

Venting shall be to the exterior with approved spark arrestors. Vents shall not be placed within **12 inches of the tent**.

Cooking and heating equipment shall be at least **10 feet from exits and combustible materials**.

Cooking tents: Tents where cooking is performed shall be separated from other tents, canopies or membrane structures by a minimum of **20 feet**.

Outdoor cooking that produces **sparks or grease-laden vapors** shall be at least **20 feet** away from a tent, canopy or membrane structure.

L.P. gas must be secured outside of a tent with the following separations:

Containers: < 500 gallons – **10 feet**
> 500 gallons – **25 feet**

Flammable liquids shall not be stored within **50 feet** from the tent.

Generators shall be at least **20 feet** from tents.

Vegetation and waste materials shall be at least **30 feet** from tent.

Provide flame-spread rating information for materials used as wall and/or ceiling decorations.

Post “**No Smoking**” signs every **50 feet**.

Combustible materials such as hay, straw, wood shavings, sawdust and similar material shall not be located in a tent containing an assembly occupancy.

No open flames allowed in tents except cooking tents that meet the requirements of 2404.15.

Inspections Required:

Pre-event inspection will be required by the Building Inspections Department.

Definitions:

Air-supported structure. A structure wherein the shape of the structure is attained by air pressure, and occupants of the structure are within the elevated pressure area.

Canopy. A structure, enclosure or shelter constructed of fabric or pliable materials supported by any manner except by air or the contents it protects, and is open without sidewalls or drops on 75 percent or more of the perimeter.

Membrane structure. An air-inflated, air-supported cable or frame-covered structure as defined by the *International Building Code* and not otherwise defined as a tent or canopy. See Chapter 31 of the *International Building Code*.

Tent. A structure, enclosure or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

Exit signs shall be clearly marked. Exit signs shall be installed at required exit doorways and where otherwise necessary to indicate clearly the direction of egress when the exit serves an occupant load of 50 or more.

Permit fees are:

Canopy – \$45.50
Tent – \$75.50