

## **Tents, Canopies and Temporary Membrane Structures**

### **What qualifies as a tent?**

A structure, enclosure or shelter, with or without side-walls or drops, constructed of fabric or pliable material supported by any manner. (California Fire Code 105.6.43 and 3103.2)

- Tents with an area in excess of 400 square feet.
- Tents open on all sides (canopy) in excess of 700 square feet.

### **What documents must be submitted with the Sacramento Fire Department tent application?**

- Overall site plan to show the property and roads; a minimum 20-foot separation between tents/other structures is required.
- A detailed site plan - A floor plan of the tent, showing the location and number of exits, fire extinguishers, stages, seating arrangements, and other objects.
- Certificates showing the tent to be flame retardant in accordance with the CA State Fire Marshal.
- A copy of your insurance liability for this event. The City of Sacramento shall be listed as a co-insured or hold harmless.
- Location of the required fire access roads
- Location of parking
- Location of cooking or catering area
- Seating arrangement
- Fuel fired equipment, internal combustion engines, generators, and climate control equipment
- Total occupant load based on use
- Size of tent structure
- Number of walls or openings

#### **Special Details**

- Anchorage type and fastening system to ground
- Distance from buildings
- Building exits near temporary tent location

### **Flame Retardant Requirements**

The sidewalls or drops, and tops of tents and canopies shall be of flame-resistant material or treated with a flame retardant in an approved manner. A California State Fire Marshal tag shall be permanently fixed to the top and each sidewall. All flame certifications will be confirmed through the California State Fire Marshal database prior to permit being issued, please ensure that all information is registered and up to date. (Title 19, Division I, Sections 315, 332, 335)

<https://osfm.fire.ca.gov/divisions/fire-engineering-and-investigations/flame-retardant-chemicals-and-fabrics/>



### Small tents (10X10)

Shall have a permanently affixed label bearing the information in subsection (a) or shall comply with the provisions specified in CPAI-84. (Title 19, Division 1, Section 335)



*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.*

### Decorative Material

In every Group A, E, I, R-I and D Occupancies all drapes, hangings, curtains, drops, and all other decorative material, including Christmas trees, that would tend to increase the fire and panic hazard shall be made from a nonflammable material, or shall be treated and maintained in a flame-retardant condition by means of a flame retardant solution or process approved by the State Fire Marshal, as set forth in Subchapter 8, Chapter 1, Title 19, CCR. (Title 19, Division 1, Section 3.08)

### Fire Extinguisher

One Class 2A fire extinguisher shall be provided in every tent having a floor area between 500 square feet and 1000 square feet plus one 2A fire extinguisher in each auxiliary adjacent tent. (2A:10-BC at a minimum) (Title 19, Division 1, Section 3.19)

\*\* Minimum rating of 2-A:20-B:C shall be provided not more than 50 feet (15 240 mm) from portable generators. \*\*

### Fire Safety Personnel

Any tent being used as a place of assembly shall provide at least one qualified fire safety person in every tent having a capacity of 500 persons and one additional qualified person for each 1000 additional persons. Such persons shall be on duty in the tent at all times when the tent is open to the public. They shall be proficient in the handling of fire extinguishers and equipment and shall be familiar with the fire and panic safety regulations. (Title 19, Division 1, Section 320)

### Liquid Propane Gas (LPG)

LP-gas containers and tanks shall be located outside, away from public access. Pressure relief devices shall be pointed away from the tent or membrane structure. All fuel tanks shall be secured from falling and refueling shall be performed in an approved location at least 20 feet from tents or membrane structures. (Title 19, Division 1, Section 325)

### Smoking

Smoking shall not be permitted in tents or membrane structures. Approved "No Smoking" signs shall be conspicuously posted in accordance with Section 310. (California Fire Code 3106.4.5)

*The mission of the Sacramento Fire Department is to protect our community through effective and innovative public safety services.*

### **Generators**

Generators shall be located a minimum of **20 feet** from tents or canopies. They shall also be isolated from contact with the public by fencing, enclosed or other approved means. The refueling of hot generators is not allowed. (California Fire Code 3107.16)

### **Combustible Materials**

Hay, straw, shavings or similar combustible materials shall not be located within any tent or membrane structure containing an assembly occupancy. (California Fire Code 3107.2)

### **Outdoor Cooking**

Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within **20 feet** of a tent or membrane structure. (California Fire Code 3107.12.6)

### **Flammable and Combustible Liquid Storage**

Flammable and combustible liquids shall be stored outside in an approved manner not less than **50 feet** from tents or membrane structures. (California Fire Code 3107.14.2)

### **Open Flames**

Open flames, candles, or any other device that emits a flame shall not be used in, or immediately adjacent to, any tent. (California Fire Code 3107.4; CCR T19, Division I, Section 317)

**\*\*\* If tents do not meet any of the above requirements, they will not be allowed to be part of the event. We are more than happy to conduct a site visit prior to your event to assist in ensuring that your set up is compliant. If you have any questions you also can e-mail them to our team at the below email address.\*\*\***

Thank you and we look forward to your event.

Please note that this is intended to be a guide, other items may be identified during the inspection that need to be corrected.

Should you have any questions, contact: [Codeenforcement@sfd.cityofsacramento.org](mailto:Codeenforcement@sfd.cityofsacramento.org)