



PETALUMA FIRE PREVENTION BUREAU
11 English Street, Petaluma, California 94952
Phone (707) 778-4389 * Fax (707) 776-3642
www.cityofpetaluma.net/firedept/prevention.html



FIRE PREVENTION STANDARD: TENTS AND CANOPIES
EFFECTIVE DATE: 01/01/2011
CODE REFERENCES: California Code of Regulations-Title 19 (Chapter 2), 2010 California Fire Code (Section 906 & Chapter 24), 2010 California Building Code (Chapter 31E), California Health & Safety Code (Division 104, Part 7, Chapter 4)
NOTE: THIS STANDARD IS A SUMMARY OF FIRE DEPARTMENT CLARIFICATIONS OF CITY AND STATE CODES. INFORMATION CONTAINED HEREIN APPLIES TO TYPICAL CIRCUMSTANCES AND MAY NOT ADDRESS ALL SITUATIONS.

SCOPE

This standard shall apply to individual tents, temporary structures or membrane structures exceeding 200 square feet and/or canopies exceeding 400 square feet in size used as booths for carnivals, street fairs, special events and flea markets.

Permits, approvals and inspections shall be in accordance with the codes referenced above.

PERMIT PROCESS

A permit and approved plans must be obtained from the Fire Prevention Bureau prior to installation of the tent or canopy. Permit application and plans must be submitted to the Fire Prevention Bureau for review no less than two weeks prior to the event. Submitted plans *must* include:

- Intended use of the tent/canopy.
- A site map indicating:
 - Location of the tent in relation to other structures, roadways/parking areas
 - Dimensions of the tent/canopy
 - Location and width of adjacent fire lanes
 - Location and width of exits
 - Location of fire extinguishers, exit signs and emergency lights within the tent.
 - Location and type of heaters if applicable
 - Location of cooking operations and fuel source (ie. electrical, propane, wood, charcoal, etc.)
- California State Fire Marshal fire resistance certificate for the tent/canopy.



1. TENTS:

- Sidewalls, drops, and tops of all such structures shall be made of a flame-resistant material or treated with a flame retardant approved by the California State Fire Marshal.
- The California State Fire Marshal's seal shall be permanently affixed to the structure or a label showing the name, type and applicant of flame retardant materials.
- A fire department access of 20 feet wide shall be provided around the structure at all times.
- Fire lanes must remain unobstructed at all times.
- Structures shall be located a minimum of 20 feet from parking areas.
- Structures shall have at least one exit and exit number will be dependent on occupant load.
- All structures shall be adequately braced and anchored to prevent collapse or the adverse impacts from wind.

2. PORTABLE FIRE EXTINGUISHERS:

- Portable fire extinguishers shall be installed throughout so as to not to exceed 75 feet of travel distance.
- Portable fire extinguishers shall be a minimum rating of 2A:10B:C.
- Structures with cooking facilities inside or adjacent to them shall have a fire extinguisher rating of a minimum 3A:40B:C.

3. IGNITION SOURCES:

- Smoking, fireworks, open flame or heat sources capable of igniting combustible materials shall not be allowed inside the structures.
- 'No Smoking' signs shall be posted.

4. COOKING OPERATIONS:

- Cooking and BBQs shall be a minimum of 20 feet from any structure and shall be protected from access by the public.
- Warming appliances/steaming trays both electric and solid fuel types located inside tents will be monitored by the event organizers.
- Other unique appliances for the cooking and holding of food until served will be reviewed by Petaluma Fire Department and are only approved on a case-by-case basis.

5. ELECTRICAL & GENERATORS:

- Extension cords shall be of a grounded type and listed for exterior use.
- Extension cords shall be unplugged after each daily use.
- Extension cords shall not be used in lieu of hardwiring.
- Generators shall be a minimum of 20 feet from all structures and protected from public access.



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6. COMPRESSED GAS TANKS:

- LPG and other compressed gas tanks shall be secured in an upright position.
- LPG and other compressed gas tanks shall be located a minimum of 10 feet from the structure.
- All tanks shall be provided with impact protection and protected from public access.
- Empty tanks shall be removed on a daily basis.

INSPECTION

To schedule a fire inspection of a tent, please contact the Petaluma Fire Prevention Bureau at (707) 778-4389. The inspection request must be made a minimum of 24 hours (1 business day) in advance of the inspection. Information about the Petaluma Fire Department can be obtained online at: <http://cityofpetaluma.net/firedept/index.html> .