



**COMMUNITY DEVELOPMENT DEPARTMENT**

**Code Administration Division**

**129 North Second Street, 2nd Floor Yakima, Washington 98901**

**(509) 575-6126 • Fax (509) 576-6576**

**codes@yakimawa.gov • www.buildingyakima.com**

# ***TENTS/CANOPIES APPLICATION PACKET***

## **TENTS/CANOPIES**

**Tents and membrane structures having an area in excess of 400 square feet shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval by 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;
  - 2.2: The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet, not exceeding 700 square feet total;
  - 2.3: A minimum clearance of 12 feet to all structures and other tents.

A detailed site and floor plan for tents or membrane structures shall be submitted with a completed Fire Permit Application form. The floor plan shall include the following: means of egress details, seating capacity, arrangement of the seating and location and type of heating and electrical equipment. The construction documents shall include an analysis of structural stability. (3103.6 2018 IFC)

Tent access, location and parking shall comply with Section 3103.8 (2018 IFC).

**Permit Fees: \$47 for Plan Review - \$47 for Fire Inspection (FEES ARE PER TENT)**

### **Code Requirements for Tents/Canopies:**

- 1) An unobstructed fire break passageway or fire road not less than 12 feet wide and free from guy ropes and other obstructions shall be maintained on all sides of all tents and membrane structures (3103.8.6 2018 IFC).
- 2) Seating arrangements shall be in accordance with Chapter 10 of 2018 IFC.
- 3) Means of egress shall be in accordance with 3103.12.1 through 3103.12.8 of 2018 IFC.
- 4) Exits shall be spaced at approximately equal intervals around the perimeter of the tent or membrane structure, and shall be located such that all points are 100 feet or less from an exit (3103.12, 2018 IFC).
- 5) The number of exits shall be in accordance with 3103.12.2 of 2018 IFC.
- 6) Exit doors shall swing in the direction of exit travel and comply with 3103.12.4 of 2018 IFC.
- 7) Aisle widths shall comply with 3103.12.5 of 2018 IFC.
- 8) 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 (3103.12.6, 2018 IFC).
- 9) Exit sign illumination shall comply with 3103.12.6.1 and 3103.12.7 (2018 IFC).
- 10) Guy wires, guy ropes and other support members shall not cross a means of egress at a height of less than 8 feet. The surface of means of egress shall be maintained in an approved manner (3103.12.8, 2018 IFC).
- 11) A certificate shall be provided certifying that the tent/membrane structure complies with flame performance criteria outlined in NFPA 701. (3104.2, 2018 IFC).

- 12) Smoking shall not be permitted in tents or membrane structures. Approved "No Smoking" signs shall be conspicuously posted in accordance with Section 310. (3106.4.5 & 3107.3, 2018 IFC).
- 13) Combustible materials such as hay, straw, shavings or similar combustible material shall comply with 3107.2, 2018 IFC.
- 14) Open flame or other devices emitting flame, fire or heat of any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or membrane structures while open to the public unless approved by the fire code official (3107.4, 2018 IFC).
- 15) Fireworks shall not be used within 100 feet of tents or membrane structures (3107.5, 2018 IFC).
- 16) There shall be a minimum clearance of at least 3 feet between the fabric envelope and all contents located inside membrane structures (3107.8, 2018 IFC).
- 17) Portable fire extinguishers shall be provided as required by Section 906, 2018 IFC.
- 18) The occupant load allowed in an assembly structure shall be determined in accordance with Chapter 10 of 2018 IFC.
- 19) Heating and cooking equipment shall comply with 3106.5 of 2018 IFC AND 10.05.095 YMC).
- 20) LP gas storage, handling and use shall comply with 31.07.13 of 2018 IFC.
- 21) Flammable and combustible liquids shall comply with 3107.14 of 2018 IFC.
- 22) The display of motor vehicles shall comply with 3107.15 of 2018 IFC.
- 23) Generators and other internal combustion power sources shall be separated from tents or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (3107.16, 2018 IFC).
- 24) Standby personnel may be required by the fire code official if is deemed essential for public safety (3107.17, 2018 IFC).
- 25) Crowd managers shall be provided pursuant to 3106.4.3 of 2018 IFC.
- 26) Combustible vegetation shall be removed from the area occupied by a tent/membrane structure and from within 30 feet of such structures (3107.18, 2018 IFC).
- 27) The floor surface of tents/membrane structures and the grounds outside and within 30 feet of the perimeter shall be kept free of combustible waste and other combustible materials that could create a fire hazard. Such waste shall be stored in approved containers and removed from the premises not less than once a day during the period the structure is occupied by the public (3107.19, 2018 IFC).

**Please contact our office at (509) 575-6126 or our inspection hotline at (509) 576-6682 to schedule an inspection prior to occupancy/use of any tents or membrane structures.**



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TENT/CANOPY - FIRE PERMIT APPLICATION Permit# \_\_\_\_\_

Job Address: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Project Description: \_\_\_\_\_

Number of Tents/Canopies: \_\_\_\_\_

**Contact Information**

<b>Contact Person</b> Name: _____ Address: _____ City/State/Zip: _____ Phone Number: _____ Email: _____	<b>Property Owner</b> (Same as Contact Person <input type="checkbox"/> ) Name: _____ Address: _____ City/State/Zip: _____ Phone Number: _____ Email: _____
<b>Contractor</b> (Same as Applicant <input type="checkbox"/> ) Name: _____ Address: _____ City/State/Zip: _____ Phone Number: _____ Email: _____ State Contr. Lic.# _____ Exp. _____	<b>Architect:</b> <input type="checkbox"/> <b>Engineer:</b> <input type="checkbox"/> Name: _____ Address: _____ City/State/Zip: _____ Phone Number: _____ Email: _____

**Declaration**

**I hereby certify that (please select one):**

- I am a **CONTRACTOR** or **SPECIALTY CONTRACTOR** currently registered and properly licensed as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit.
- I am an **AUTHORIZED AGENT** of the property owner and all work will be done by the property owner or a properly licensed contractor or specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit.
- I am **EXEMPT** from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialized contractors in connection with the work to be performed under the permit applied for herein.

**I hereby certify under penalty of perjury of the Laws of the State of Washington that I have read and examined this application and know that the information contained herein is true and correct. I understand that the granting of a permit does not authorize me in any way to violate or cancel any of the provisions of state, federal or local laws regulating the construction or performance of construction sought under this permit.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**