



CHANHASSEN FIRE DEPARTMENT
FIRE PREVENTION BUREAU
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CHANHASSEN FIRE DEPARTMENT POLICY
TENTS, TEMPORARY SPECIAL EVENT STRUCTURES AND
OTHER MEMBRANE STRUCTURES

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 permit and fire inspection.

Temporary assemblies and tents shall comply with the Minnesota State Fire Code (MSFC), 2020 edition, Chapter 31. For the purpose of this handout, the term “tents” shall include canopies, temporary membrane structures and air supported or air inflated structures. Exceptions: Tents used for camping purposes; tents under 700 square feet open on all sides and at least 12 feet from all other tents and structures; multiple tents without a 12 foot fire break under the aggregate area of 700 square feet.

Submittal Requirements

A completed fire inspection permit application signed by the property owner.

Provide a description of walls to be used, i.e. permanent, movable/removable, due to weather condition.

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.

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.

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.

When more than 200 loose seats, folding chairs or similar seating is provided, chairs must be bonded together in groups of not less than three. This is not necessary for seating around tables.

Fire Extinguishers required: Provide a portable fire extinguisher with a minimum rating of 4A-60BC in every cooking facility. When cooking operations utilize oil or animal fat, a K class portable fire extinguisher is required. 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. Fire extinguishers shall be located no closer than 10 feet to a hazard and no further than 50 feet from the hazard. All extinguishers shall be mounted waist high.

General Requirements for Tents and Canopies

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

Tents (including guy wires) shall be at least **20 feet from lot lines, structures, other tents and membranes, parked vehicles, or internal combustion engines** as noted in MSFC 3103.8.2.

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 (no tent) 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**. Letters shall be 1-1/2” in height, ¼” stroke red on white background.

Combustible materials such as hay, straw, wood shavings, sawdust and similar material shall not be located in a tent containing an assembly occupancy. **Exception:** *Materials necessary for the daily feeding and care of animals and materials that are kept damp. Combustible trash shall be removed from tents once each day.*

If permanent walls/curtains are used, exit sign and emergency lights are required.

Inspections Required

Pre-event inspection will be required by the Fire Inspection Division.

Revisions 3/24/05
08/15/07
5/2/08
2/15/10
5/10/17
6/1/20