



LHC Fire Department Tent Inspection – Field Checklist

Lake Havasu City
Fire Prevention Bureau
 2330 McCulloch Blvd. N.
 Lake Havasu City, AZ 86403
 Phone: (928) 855-1141
www.lhcaz.gov

Status	A "NO" answer to any criteria below is cause for revoking a fire department permit.																																
	Has the applicant reviewed the requirements contained in Fire Department Specification #11 Standards for Tents and Other Membrane Structures ? Available online or at LHCFD HQ.																																
	Has City approval been obtained for tents exceeding 400 sf (700 sf if open on all sides and having at least <u>twelve (12) feet</u> of clearance from buildings and other tents), and has a tent construction permit been completed? (IFC §3103.2) (IFC §3103.4)																																
	Are tents used for places of assembly meeting all applicable provisions of IFC Ch. 10 Means of Egress ? (IFC §3103.11)																																
	Does the applicant understand that temporary tents and membrane structures are not permitted to remain on a single premise for a period of more than 180 days within a <u>12-month period</u> ? (IFC §3103.5)																																
	Is a detailed site and floor plan for tents, with occupant loads of <u>50 or more persons</u> , provided with each application for approval? Do the tent floor plans indicate details of the means of egress facilities, seating capacity, arrangement of the seating areas, and location and type of hating and electrical equipment? Do the construction documents include an analysis of structural stability ? (IFC §3103.6)																																
	Are all fire apparatus access roads leading to adjacent tents unobstructed with a clear width of at least 20 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches? Are all fire lanes clear and accessible except for temporary <i>supervised</i> loading and unloading of equipment and supplies? (IFC §3103.8.1 & IFC §503.2.1)																																
	Are tents located at least <u>20 feet away</u> from lot lines, buildings, other tents (including support ropes and guy wires), parked vehicles , or other internal combustion engines? An exception exists for tents not used for cooking where separation of tents is not required where the aggregate floor area does not exceed 15,000 sf. See fire code section for other exceptions. (IFC §3103.8.2)																																
	Do all tents or membrane structures, or a usable portion thereof, have at least one exit and not less than the number of exits required by IFC Table 3103.12.2 ? Is the total width of means of egress in inches not less than the total occupant load served by a means of egress multiplied by <u>0.2 inches per person</u> ? (IFC §3103.12.2)																																
	<table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="4" style="text-align: left; padding: 5px;">IFC Table 3103.12.2 Minimum number of means of egress and means of egress widths (in inches) from temporary membrane structures and tents.</th> </tr> <tr> <th style="width: 25%;">Occupant Load</th> <th style="width: 25%;">Minimum number of means of egress</th> <th style="width: 25%;">Minimum width of each means of egress Tents</th> <th style="width: 25%;">Minimum width of each means of egress Membrane Structures</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">10 - 199</td> <td style="text-align: center;">2</td> <td style="text-align: center;">72"</td> <td style="text-align: center;">36"</td> </tr> <tr> <td style="text-align: center;">200 - 499</td> <td style="text-align: center;">3</td> <td style="text-align: center;">72"</td> <td style="text-align: center;">72"</td> </tr> <tr> <td style="text-align: center;">500 - 999</td> <td style="text-align: center;">4</td> <td style="text-align: center;">96"</td> <td style="text-align: center;">72"</td> </tr> <tr> <td style="text-align: center;">1,000 - 1,999</td> <td style="text-align: center;">5</td> <td style="text-align: center;">120"</td> <td style="text-align: center;">96"</td> </tr> <tr> <td style="text-align: center;">2,000 - 2,999</td> <td style="text-align: center;">6</td> <td style="text-align: center;">120"</td> <td style="text-align: center;">96"</td> </tr> <tr> <td style="text-align: center;">Over 3,000*</td> <td style="text-align: center;">7</td> <td style="text-align: center;">120"</td> <td style="text-align: center;">96"</td> </tr> </tbody> </table> <p>*When the <u>occupant load exceeds 3,000</u>, the total width of the means of egress (in inches) shall be not less than the total occupant load multiplied by 0.2 inches per person.</p>	IFC Table 3103.12.2 Minimum number of means of egress and means of egress widths (in inches) from temporary membrane structures and tents.				Occupant Load	Minimum number of means of egress	Minimum width of each means of egress Tents	Minimum width of each means of egress Membrane Structures	10 - 199	2	72"	36"	200 - 499	3	72"	72"	500 - 999	4	96"	72"	1,000 - 1,999	5	120"	96"	2,000 - 2,999	6	120"	96"	Over 3,000*	7	120"	96"
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	In public areas, are smooth-surfaced, unobstructed aisles having a minimum width of <u>not less than 44"</u> provided from seating areas? Do aisles progressively increase in width to provide, at all points, <u>not less than 1 foot of aisle width</u> for each 50 persons served by such aisle at that point? (IFC§3103.12.5)																																
	Are illuminated EXIT Signs provided at each exit <u>where the exits serve an occupant load of 50 or more persons</u> ? (IFC §3103.12 & 3103.12.6)																																
	Has the applicant submitted a Certificate of Flame Propagation Performance indicating that the fabric meets all of the requirements of NFPA 701 Standard Methods of Fire Tests for Flame Propagation of Textiles ? Is there a <u>permanently affixed label</u> bearing the identification of size and fabric or material type? Is an affidavit or affirmation certifying the tent submitted and copy retained on site? (IFC §3104.2 – 3104.4)																																
	Are tents free from unapproved combustible materials except where sawdust and shaving are kept damp? (IFC §3107.2)																																

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	Are tents free from smoking materials and are NO SMOKING signs <u>posted and visible at each entrance?</u> (IFC §3107.3)
	Are open flames or other devices emitting flame, fire or heat or any flammable combustible liquids, gas, charcoal or other cooking devices or any other unapproved devices <u>not inside and located at least 20 feet away</u> from the tents while open to the public unless otherwise approved? (IFC §3107.4)
	Are fireworks not being used within <u>100 feet</u> of a tent or membrane structure? (IFC §3107.5)
	Is there at least 3 feet of clearance between the fabric envelope and all contents located inside the tent? (IFC §3107.8)
	Do all portable fire extinguishers meet the requirements in LHC FD Specification #03 Fire Extinguishers? Are they 2-A:10-B:C or larger, operational, serviced and tagged within one year, mounted between 4 inches off the ground and no higher than 5 feet above the ground, and have a maximum travel distance not exceeding 75 feet? Is at least one minimum 2-A:10-B:C fire extinguisher provided with each generator and transformer where in use? (IFC § 3107.9 & IFC §906)
	Is required fire protection equipment sufficient and maintained operational? Are fire hydrants , fire department connections (FDCs) and control valves unobstructed by vehicles, other objects, or displays including usage of water from any fire hydrant? A meter may be obtained from the LHC Public Works Department to use water from any fire hydrant. (IFC §3107.10 & IFC §507.5.4)
	Are approved occupancy load signs posted in tents used for public assembly? (IFC §3107.11 & §1004.5)
	Are all heating and cooking equipment components installed and vented as specified in the IFGC & IMC and approved by the FM? Is cooking and heating equipment located at least <u>10 feet away</u> from exits and combustible materials? (IFC §3107.12.1 - §3107.12.3)
	In tents where cooking is performed, are they separated from other tents and membrane structures by <u>a minimum of 20 feet</u> ? (IFC §3107.12.5)
	Do all solid fuel cooking appliances (e.g. BBQs), whether or not under a hood, with fireboxes, five (5) cubic feet in volume have a minimum 2.5 gallon, or two 1.5-gallon <u>Class K wet-chemical portable fire extinguishers located within 30 feet</u> ? (IFC §906.4.1)
	When hazard areas include deep fat fryers , are listed Class K portable fire extinguishers provided? Where there are up to four fryers having a maximum cooking median of <u>80 pounds each</u> , is one Class K fire extinguisher having minimum of a <u>1.5-gallon capacity</u> on site? For every additional 4 fryers, one 1.5-gallon Class K fire extinguisher is required. (IFC §906.4.2)
	Are installations, where wet chemical systems in portable trailers or tabletop fryers with portable wet chemical systems are in use, serviced within <u>6 months</u> and or after activation of the system? (IFC §904.12.5.2)
	Are areas where outdoor cooking operations, which produce sparks and/or grease-laden vapors are, conducted greater than <u>20 feet away</u> from a tent or membrane structure? (IFC §3107.12.6)
	Is all electrical heating and electrical equipment compliant with NFPA 70 NEC and is all wiring permitted through the LHC Building Department? Are all approved extension cords (UL) listed and maintained in good condition without splices, deterioration, or damage? Are they not affixed to structures, extend through walls, ceilings, floors, under doors or floor coverings, or subject to environmental damage or physical damage and only used with portable appliances? (IFC §3106.6 & IFC §605.5)
	Are vendors utilizing LPG as a fuel source maintaining cylinders <u>outside of the tent</u> so that vented gas will not accumulate within the structure? Do portable LP-gas containers with a <u>capacity of 500 gallons or less</u> have a minimum separation between the containers and structures of <u>not less than 10 feet</u> ? Do portable LP-gas containers with a capacity of <u>more than 500 gallons</u> must have a minimum separation between the containers and structures of <u>not less than 25 feet</u> ? Are portable LP-gas containers, piping, valves, and fittings located outside and used to fuel equipment inside a tent, <u>adequately protected</u> to prevent tampering, damage by vehicles or other hazards and located in an approved location? Are portable LP-gas containers securely fastened in place to prevent unauthorized movement? (IFC §3107.13)
	Are flammable and combustible liquids not used inside and stored outside in an approved manner and <u>not less than 50 feet</u> from tents or membrane structures? Are refueling operations performed in an approved location and <u>not less than 20 feet</u> from tents or membrane structures? (IFC §3107.14 and 15.5)
	Where motor vehicles are displayed within a tent, are <u>all batteries disconnected</u> and are <u>fuel tanks reading less than ¼ tank or contains 5 gallons maximum whichever is less</u> and are the <u>fuel tank openings locked and sealed</u> ? Are vehicles <u>free from leakage</u> and not obstructing egress? Spills shall be cleaned up immediately. (IFC §3107.15)

