

BUREAU OF FIRE PREVENTION



200 Hobbs St. W. Athens, AL 35611
Phone: 256-233-8723
Fax: 256-233-4714

Fire Marshal - James Hand
Fire Inspector - Jason Strickland

Permit and Requirements for Tents and Membrane Structures

The information contained herein is to inform anyone requesting or inquiring of the use of any type of tent or other membrane structure to be erected for use within the City of Athens. The information herein is the requirements for the use of such structures and a permit for inspection and use of an erected structure. Any person or group wishing to erect a tent or or like structure shall abide by these requirements and shall have an inspection completed by the Prevention Bureau prior to use. Failure to abide by all of these requirements will result in a permit not being issued. The Fire Prevention Bureau retains the authority to REVOKE any issued permit if deemed necessary for failure to comply with requirements.

Referenced Codes:

2009 International Fire Code

NFPA 102 - *Standard for Grandstands, Folding and Telescopic Seating, Tents, and Membrane Structures*

NFPA 701 - *Standard Methods of Fire Tests for Flame Propagation of Textiles and Films*

LP Gas Code

REQUIREMENTS

Permit and Inspection when

1. Structure is in excess of 700 sq. ft. (open on all sides)
2. Structure is in excess of 400 sq. ft. (enclosed sides)

Floor Plan and Site Plan

1. With a 50 occupant load or more

Floor Plan - Shall indicate details of the means of egress, seating, arrangement of seating, and location and type of heating and electrical equipment to be used.

Exit Signs

1. Required at all exits when the exit serves an Occupant load more than 50.
2. Must be illuminated at all times with battery backup for 90 minutes.

Means of Egress Illumination - All means of egress shall be continuously illuminated by artificial lighting the entire time the structure is occupied, including aiseways and the exit discharge. Ropes and guy wires cannot block the means lower than 8ft.

Label - the structure shall have a permanent affixed label bearing the identification of the size and fabric or material. Certificate shall include the following information.

1. Name and address of the owner of structure
2. Date the fabric/material was last treated with flame retardant solution
3. Trade name or kind of chemical used on treatment
4. Name of person or company/firm treating the fabric/material
5. Name of testing agency and test standards by which the fabric/material was tested

Combustible Materials - Hay, straw, shavings, or similar combustible materials **SHALL NOT** be located inside the structure!

Combustible Vegetation - Combustible vegetation that could create a fire hazard shall be removed from the area occupied by the structure and from the area within 30 feet of the structure.

Smoking - No Smoking is allowed in around the structure at any time! "No Smoking" Signs shall be posted.

Open or exposed flames - No open or exposed flame, combustible liquids, gas, charcoal, or other cooking device shall not be inside or located within 20 ft. of the structure.

Spot lighting or effect lighting - Use only electrical power supply, any combustibles within 6ft of such equipment shall be protected by noncombustible insulation not less than 9 ¼ inches thick.

Fire Extinguishers - Will be required! Placement and amount will vary depending on size of structure and event.

Cooking - Any cooking operations shall be kept at a minimum of 20 ft. from the structure. Also, see the Fire Prevention Bureau's Temporary Vendor Requirements for further information regarding cooking operations.

Generators - Shall be kept a minimum of 20ft. from the structure and be isolated by a fence or approved means

LP Gas Tanks - LP Gas tanks shall be a minimum of 5ft. from any structure and installed according to the LP Gas Code!

Crowd Managers - One crowd manager shall be assigned for every 250 occupants in case of an emergency situation.

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**PERMIT APPLICATION FOR TENT OR MEMBRANE
STRUCTURE**

Permit No. _____

Name or Group requesting permit: _____

Address: _____

Phone: _____ email: _____

Name of Event: _____

Type of Event: _____

Person(s) holding the event: _____

Name of property owner: _____

Address/Location of Event: _____

Date(s) of Event: _____

On-site contact during event: Name: _____

Phone: _____

Structure Rental Company: _____

Address and Phone: _____

	DATE	DAY OF WEEK	HOURS FROM AM/PM TO AM/PM
Set Up			
Day 1			
Day 2			
Day 3			
Day 4			
Dismantle			

Anticipated attendance At One Time:_____ Per Day:_____ Total:_____

	Number of	Size	Flame Certificate Provided
Tents	_____	_____	_____
Tents with no sides	_____	_____	_____

How many feet from any buildings?_____

How far away from street/roadway?_____

Will it be in a parking lot? _____

If yes, vehicles must be 20 feet from structure at all times.

Will there be any power supply? Generator _____ Other _____ No_____

If Generator - _____Kw Size

FIRE PREVENTION BUREAU USE ONLY

Inspection Completed By:_____

Date:_____

Approved:_____

Permit Issued:_____ Date:_____ Permit No._____