
INSPECTION CHECKLIST

TENTS & OTHER MEMBRANE STRUCTURES

Full compliance with the CSFSC: IFC: Chapter 31 is required:

Tents and membrane structures used for temporary periods shall comply with this section and Section 3106. Other temporary structures erected for a period of 180 days or less shall comply with the International Building Code.

Event Name:	Applicant's Name:
Address:	Phone & Email:
Inspected By:	

GENERAL	COMPLIANCE
Applications and Permits: <i>IFC: 104.2</i> The fire code official is authorized to receive applications, review construction documents and issue permits for operations regulated by this code, inspect premises for which such construction documents were prepared for, and enforce compliance with the provisions of this code. Permit Application/Number?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Approval Required: <i>IFC: 3103.2 & 3104.4 (Permits):</i> Tents and membrane structures having an area in excess of 400 square feet shall not be erected, operated, or maintained for any purpose without obtaining approval from 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.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

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.

2.3 A minimum clearance of 12 feet to all other structures and tents.

3) Tents 900 square feet and smaller in total area when occupied by fewer than 50 persons, which have no heating appliances, no installed electrical service, and are erected for fewer than 72 hours.

Construction Documents: *IFC: 3103.6*

A detailed site and floor plan for tents or membrane structures with an occupant load of 50 or more shall be provided with each application for approval. The tent or membrane structure floor plan shall indicate details of the means of egress facilities, seating capacity, arrangement of the seating, and location and type of heating and electrical equipment.

Yes No NA

Inspection Authority: *IFC: 108.1*

Each local Fire Marshal, the State Fire Marshal or their respective designees, shall conduct inspections as prescribed in section 29-305 of the Connecticut General Statutes, of buildings and facilities regulated by this code within their jurisdictions. Each local fire marshal, the State Fire Marshal or their respective designees may conduct inspections as often as may be necessary during the construction of new buildings, structures or additions, or processes, and during the course of renovations, alterations or modernizations for the purpose of satisfying themselves that all work is in accordance with the approved plans, specifications and this code.

Yes No NA

STRUCTURE & LOCATION	COMPLIANCE
<p>Location: <i>IFC: 3103.8.2</i> Tents or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents or membrane structures, parked vehicles or internal combustion engines. For the purpose of determining required distances, support ropes and guy wires shall be considered as part of the temporary membrane structure or tent.</p> <p>Exceptions:</p> <p>1- Separation distance between membrane structures and tents not used for cooking is not required where the aggregate floor area does not exceed 15,000 square feet.</p> <p>2- Membrane structures or tents need not be separated from buildings where all of the following conditions are met:</p> <p>2.1- The aggregate floor area of the membrane structure or tent shall not exceed 10,000 square feet.</p> <p>2.2- The aggregate floor area of the building and membrane structure or tent shall not exceed the allowable floor area including increases as indicated in the International Building Code.</p> <p>2.3- Required means of egress are provided for both the building and the membrane structure or tent including travel distances.</p> <p>2.4- Fire apparatus access roads are provided in accordance with Section 503.</p>	<p><input type="checkbox"/> PASS <input type="checkbox"/> FAIL</p>
<p>Structural Stability and Anchorage Required: <i>IFC: 3103.9:</i> Tents or membrane structures and their appurtenances shall be adequately roped, braced, and anchored to withstand the elements of weather and prevent against collapsing. Documentation of structural stability shall be furnished to the fire code official on request.</p>	<p><input type="checkbox"/> PASS <input type="checkbox"/> FAIL</p>
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Flame Propagation Performance Testing and Certification: *IFC:*

3104.2:

PASS FAIL

Before a permit is granted, the owner or agent shall file with the fire code official a certificate provided by the product manufacturer to verify that the materials have been tested and certified by an approved testing laboratory. The certificate shall indicate that the floor coverings, tents, membrane structures and their appurtenances, which include sidewalls, drops and tarpaulins, are composed of materials meeting the flame propagation performance of Test Method 2 of NFPA 701. Additionally, it shall indicate that the bunting and combustible decorative materials and effects are composed of material meeting the flame propagation performance criteria of Test Method 1 or Test Method 2 of NFPA 701, as applicable. Alternatively, the materials shall be treated with a flame retardant in an approved manner and meet the flame propagation performance criteria of the applicable test method of NFPA 701. The certificate shall indicate compliance with the testing requirements of NFPA 701, Chapter 14. The flame propagation performance criteria shall be effective for the period specified by the permit.

Label: *IFC: 3104.3:*

Membrane structures or tents shall have a permanently affixed label bearing the following information:

PASS FAIL

- 1- The identification of size and fabric or material.
- 2- The names and addresses of the manufacturers of the tent or air-supported structure.
- 3- A statement that the fabric or material meets the requirements of Section 3104.2.
- 4- If treated, the date the fabric or material was last treated with flame-retardant solution, the trade name or kind of chemical used in treatment, name of person or firm testing the fabric or material, and name of testing agency and test standard by which the fabric or material was tested.
- 5- If treated, a statement that no treatment was applied when the fabric or material met the requirements of Section 3104.2.

MEANS OF EGRESS	COMPLIANCE
<p>Means of Egress: IFC: 3103.12 & 3105.7: Means of egress for temporary tents and membrane structures shall be in accordance with Section 3103.12.1 through 3103.12.8.</p> <p>The means of egress for temporary special event structures shall comply with Chapter 10.</p>	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL
<p>Number of Exits: IFC: 3103.12.2: Tents or membrane structures or a usable portion thereof shall have not less than one exit and not less than the number of exits required by Table 3103.12.2. The total width of means of egress in inches shall not be less than the total occupant load served by a means of egress multiplied by 0.2 inches person.</p>	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL

Occupant Load	Min # of Egress	Min Width Egress (inches)	
		Tents	Mem Structure
10 to 199	2	72	36
200 to 499	3	72	72
500 to 999	4	96	72
1,000 to 1,999	5	120	96
2,000 to 2,999	6	120	96
Over 3,000	7	120	96

<p>Exit Signs: IFC: 3103.12.6: Exits shall be clearly marked. Exit signs shall be installed at required exit doorways and where otherwise necessary to indicate clearly the direction of egress where the exit serves an occupant load of 50 or more.</p>	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL
<p>Means of Egress Illumination: IFC: 3103.12.7: Means of egress shall be illuminated with light having an intensity of not less than 1 foot-candle at floor level while the structure is occupied. Fixtures required for means of egress illumination shall be supplied from a separate circuit or source of power.</p>	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL
CONTINUED →	

Maintenance of Means of Egress: *IFC: 3103.12.8:*

The required width of exits, aisles and passageways shall be maintained at all times to a public way. 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.

PASS FAIL

COOKING, HEATING, AND LP-GAS	COMPLIANCE
<p>Portable Fire Extinguishers: <i>IFC: 3105.9:</i> Portable fire extinguishers shall be provided as required by Section 906.</p>	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL
<p>Cooking Appliances Separation from Tents or Structures: <i>IFC: 3106.5.1:</i> Cooking appliances or devices that produce sparks or grease-laden vapors or flying embers (firebrands) shall not be used within 20 feet of a tent or temporary structure.</p> <p>Exceptions:</p> <ol style="list-style-type: none"> 1- Designated cooking tents not occupied by the public when approved by the fire code official. 2- Tents or structures where cooking appliances are protected with an automatic fire-extinguishing system in accordance with Section 904.13. 	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL
<p>Generators: <i>IFC: 3106.6.2:</i> Generators shall be installed not less than 10 feet from combustible materials, and shall be isolated from the public by physical guard, fence, or enclosure installed not less than 3 feet away from the internal combustion power source.</p> <p>Exception:</p> <ul style="list-style-type: none"> - Generators 7.5KW or less shall be separated from tents or membrane structures by not less than 5 feet. 	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL
<p>Heating and Cooking Equipment: <i>IFC: 3107.12.1:</i> Heating and cooking equipment, tanks, piping, hoses, fittings, valves, tubing and other related components shall be installed as specified in the International Fuel Gas Code and the International Mechanical Code, and shall be approved by the fire code official.</p> <p>Minimum of 10 feet away.</p>	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL
<p>Venting: <i>IFC: 3107.12.2:</i> Gas, liquid, and solid fuel-burning equipment designed to be vented to the outside air as specified in the International Fuel Gas Code and the International Mechanical Code. Such vents shall be equipped with approved spark arresters where required. Where vents or flues are used, all portions of the tent or membrane structure shall be not less than 12 inches from the flue or vent.</p>	<input type="checkbox"/> PASS <input type="checkbox"/> FAIL

Location: *IFC: 3107.12.3:*

Cooking and heating equipment shall not be located within 10 feet of exits and combustibles materials.

PASS FAIL

LP-Gas Location of Containers: *IFC: 3107.13.2:*

Portable LP-gas containers with a capacity of 500 gallons or less shall have a minimum separation between the container and structure not less than 10 feet.

PASS FAIL

LP-Gas Protection and Security: *IFC: 3107.13.3:*

Portable LP-Gas containers, tanks, piping, valves and fittings that are located outside and are being used to fuel equipment inside a tent or membrane structure shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be located in an approved location. Portable LP-Gas containers shall be secured to prevent unauthorized movement.

PASS FAIL

Comments:

GENERAL INFORMATION

CSFPC: NFPA 1: 1.12: Permits:

1.12.6.1: A permit shall be predicated upon compliance with the requirements of this code and shall constitute written authority issued by the AHJ to maintain, store, use, or handle materials; to conduct processes that could produce conditions hazardous to life or property; or to install equipment used in connection with such activities.

1.12.6.3: Where additional permits, approvals, certificates, or licenses are required by other agencies, approval shall be obtained from those other agencies.

1.12.6.4: The AHJ shall have the authority to require an inspection prior to the issuance of a permit.

1.12.6.5: A permit issued under this code shall continue until revoked or for the period of time designated on the permit.

1.12.6.6: The permit shall be issued to one person or business only and for the location or purpose described in the permit.

1.12.6.9: A copy of the permit shall be posted or otherwise readily accessible at each place of operation and shall be subject to inspection as specified by the AHJ.

CSFPC: NFPA 1: 1.12.7: Revocation or Suspension of Permits:

1.12.7.1: The AHJ shall be permitted to revoke or suspend a permit or approval issued if any violation of this code is found upon inspection or in case any false statements or misrepresentations have been submitted in the application or plans on which the permit or approval was based.

1.12.7.2: Revocation or suspension shall be constituted when the permittee is duly notified by the AHJ.

1.12.7.3: Any person who engages in any business, operation, or occupation, or uses any premises, after the permit issued therefore has been suspended or revoked pursuant to the provisions of this code, and before such suspended permit has been reinstated or a new permit issued, shall be in violation of this code.

CSFPC: NFPA 1: 1.16.5: Abatement: Refer to section 29-291c of the Connecticut General Statutes.

Sec. 29-291c. State Fire Prevention Code and Fire Safety Code: Abatement of certain conditions, injunction, citation, penalties. (a) When the State Fire Marshal or a local fire marshal ascertains that there exists in any building, or upon any premises, a condition that violates the State Fire Prevention Code or Fire Safety Code, the State Fire Marshal or local fire marshal shall order such condition remedied by the owner or occupant of such building or premises. Any such remedy shall be in conformance with all building codes, ordinances, rules and regulations of the municipality involved. Such owner or occupant shall be subject to the penalties prescribed by subsection (e) of this section and, in addition, may be fined fifty dollars a day for each day's continuance of each violation, to be recovered in a proper action in the name of the state.

(b) Upon failure of an owner or occupant to abate or remedy a violation pursuant to subsection (a) of this section within a reasonable period of time specified by the State Fire Marshal or the local fire marshal, the local fire marshal shall promptly notify, in writing, the prosecuting attorney having jurisdiction in the municipality in which such violation or condition exists of all of the relevant facts. The local fire marshal may request the chief executive officer, any official of the municipality authorized to institute actions on behalf of the municipality in which the hazard exists or the State Fire Marshal, to apply to any court of equitable jurisdiction for an injunction against such owner or occupant for the purpose of closing or restricting from public service or use the place or premises containing the violation or condition until the violation or condition has been remedied, or the State Fire Marshal may apply for such an injunction without such request.

(c) The State Fire Marshal or any local fire marshal empowered to enforce the State Fire Prevention Code or Fire Safety Code may, as an alternative to issuing an order pursuant to subsection (a) of this section, give the owner or occupant a written citation for any violation of the applicable code. No such citation may be issued if the owner or occupant has been previously issued a citation for the same violation by the State Fire Marshal or the local fire marshal within six months prior to the current violation. Such citation shall contain the name and address, if known, of the owner or occupant, the specific offense charged and the time and place of the violation. The citation shall be signed by the State Fire Marshal or local fire marshal and shall be signed by the owner or occupant in acknowledgment that such citation has been received. The State Fire Marshal or local fire marshal shall, if practicable, deliver a copy of the citation to the owner or occupant at the time and place of the violation or shall use some other reasonable means of notification. Any person who is issued a citation for violation of any provision of the State Fire Prevention Code or Fire Safety Code in accordance with this subsection shall be fined not more than two hundred fifty dollars.

(d) If a local fire marshal issues a citation pursuant to subsection (c) of this section, the state shall remit to the municipalities in which the violations occurred ninety per cent of the proceeds of the fine and shall remit to the State Treasurer the remaining ten per cent. If the State Fire Marshal issues a citation pursuant to said subsection, the state shall remit to the State Treasurer the entire proceeds of the fine. Each clerk of the Superior Court or the Chief Court Administrator, on or before the thirtieth day of January, April, July and October in each year, shall certify to the Comptroller the amount due for the previous quarter under this subsection to each municipality served by the office of the clerk or official.

(e) In addition to the fine prescribed in subsection (a) of this section, any person who violates any provision of the State Fire Prevention Code or Fire Safety Code shall be fined not less than two hundred dollars or more than one thousand dollars or be imprisoned not more than six months, or both.