



City of Clarkston Fire Department
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TEMPORARY TENTS, CANOPIES AND MEMBRANE STRUCTURES FOR OUTDOOR BUSINESS OPERATIONS GUIDELINE

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GENERAL GUIDELINES

- Outdoor spaces created on public property must have a City of Clarkston Permit. Outdoor spaces on private property need to obtain permission from the property owner, follow these guidelines and obtain associated building or fire permits when required from the appropriate building or fire code official.
- The fire code official must inspect tents, canopies and membrane structures covering an aggregate area of 400 square feet or more or designed to be used by 10 or more people. Tents, canopies and membrane structures shall have a fire-resistant certification or flame certification showing material is in compliance meets or exceeds NFPA 701 flame retardant standards.
- Tents, canopies and membrane structures shall not be installed within 5 feet of buildings unless approved by the fire code official.
- If heating devices will be used under tents, canopies or membrane structures the fire code official must inspect the tent, canopy or membrane structure.
- The layout or a diagram of outdoor tent, canopy or membrane structure must be provided to the fire code official. Tents, canopy and membrane structure installations shall not obstruct fire apparatus access to existing buildings or fire protection appurtenances (e.g., fire hydrants, FDC's, etc.).
- Areas open to the public under tents, canopies and membrane structures must be made accessible to individuals with disabilities. The minimum clear head clearance under a tent, canopy or membrane structure is 80 inches.
- There shall be a clearance of not less than 3 feet between the fabric sides of a tent, canopy or membrane structure and all contents located inside the tent, canopy or membrane structure.

- Tents, canopies and membrane structures shall be installed a minimum of 20 feet from parked vehicles or internal combustion engines. **Exception:** *Tents, canopies and membrane structures may be installed not less than 5 feet from parked vehicles or internal combustion engines if approved by the fire code official as long as a safety barrier is provided against vehicle encroachment to tent.*
 - Cooking is prohibited in tents, canopies or membrane structures.
 - One or more means of egress from a tent, canopy or membrane structure must be provided and clearly marked as required by the fire code official.
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- Extension cords serving a tent, canopy or membrane structure must be protected by a Ground Fault Circuit Interrupter (GFCI) and must be protected from damage. Heating devices must be kept a minimum of 3 feet away from combustible materials at all times.
 - Businesses must have sufficient fire extinguishers to cover indoor and outdoor spaces.
 - Businesses utilizing outdoor tents, canopies or membrane structures will need written inclement weather plans and trained staff to prevent any injuries in storms or other unsafe situations. After-hours emergency contact information shall be required in case the fire department must notify the business management of special storm or disaster preparation requirements.
 - Tents, canopies or membrane structures shall be properly anchored or ballasted in accordance with manufactures guidelines, structural calculations or as otherwise approved by the fire code official. The formula $[(L \times W) \times 5\text{lbs}] = \text{total ballast required}$ may be used to determine total ballast for tents and canopies.

The following weights for filled water barrels may use for providing ballasts.

Water barrels top tied only = 192 lbs. each

Water barrels top tied and bottom strapped to leg = 336 lbs. each

HEATER GUIDELINES FOR TENTS, CANOPIES OR MEMBRANE STRUCTURES

Heating Devices under tents and canopies

The location and type of all heating equipment must be shown on the layout or diagram. The fire code official or their designee will inspect all heating devices regardless of the size. Heating appliances must be listed and used in accordance with manufactures guidelines.

Portable Electric Space Heaters. Portable, electric space heaters are allowed when operated only in locations for which they are listed. Portable, electric space heaters shall be located at least 3 feet from any combustible materials, including tent sides, ceiling, umbrellas, and all other combustible materials.

Portable Outdoor Gas-Fired Heaters (e.g. propane or natural gas). Portable outdoor gas-fired heating appliances for businesses may only be used when Fire Department requirements are met and the tent, canopy or membrane structure is provided with one side that is completely open and the combined sidewall area (all 4 sides) is not less than 50% of clear unobstructed opening as determined by the fire code official.

Portable outdoor gas-fired heating appliances are not permitted within 3 feet horizontal and vertical distance from walls or ceilings of tents, canopies or buildings and shall be kept a minimum of 5 feet horizontal distance from exits from tents, canopies or buildings.

Liquid Petroleum (LP) Gas (*Propane*).

- Tanks installed in listed appliances or when not installed in listed appliances shall be stored inside of businesses and stored in a secured location.
- Tanks not installed on or in listed appliances shall be in milk crates or similar stabilization containers, nested, or secured top and bottom
- Storage shall not be within 10 feet of ventilation intakes, doors, windows or ignition sources
- Storage areas shall be posted “No Smoking or Open Flame”
- Businesses storing LP-gas inside shall post NFPA placards accordingly

For the purposes of these guidelines, propane tanks used shall not exceed 5-gallon water capacity.

The permitted number of propane tanks shall not exceed 5 tanks total (in use and in storage at any one time - empty tanks are considered full and count towards total).

Propane tanks may be located outside and shall be secured to prevent unauthorized movement. Propane tanks shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be in an approved location not less than 5 feet from tent, canopy or membrane structure walls and ceilings. Propane tanks shall be located not less than 5 feet from a means of egress (exit).

