

Five Business Days Prior to Inspection Date are Required to Process all Tent Application

Tent Permit Application is located on line at toledofirerescue.com under Fire Prevention Bureau.

Complete **ALL** the fields on the application especially...

- Tent address at the top of form
- Accurate Sponsor/Owner's and Contractor information... email addresses and phone numbers.
- Set up and completion dates and times
- Requested inspection date and time (Tent must be completed as shown on the floor plan)
- Including all fees

Site Plan: This can be an aerial view or a detailed cad or hand drawing. Show the tent location in relation to buildings, other tents, parking lots, vehicles, etc.... including separation distances.

Separation distances (ft.) from the following should be shown. Please reference the Tent Separation Distance Guide Graphic found on-line at toledofirerescue.com

- Buildings
- Other tents (**support ropes and guy wires shall be considered as part of the tent or membrane structure when determining separation distances**).
- Generators (Permits and inspections maybe required by the Building Department.)
- Parked vehicles (anything with an internal combustibile engine)
- LP tanks
- Cooking appliances (with open flames)
- Approved tent heaters (shall not be located within 10 feet of exits and combustibles)
- Flammable or combustibile liquids

Floor Plan: Show the layout of what will be under the tent. The submitted floor plan for the tent must be shown as it will be at the time of inspection.

- Tables/Chairs etc....
- Stages/platforms/dance floors or anything that takes up floor space.
- Exits (**refer to Tent Quick Reference Chart**)
- Required egress aisles. Including aisle width (min. 44")
- Means of egress lighting in (enclosed tents regardless of event time, open tents when event time is after dark.
- Illuminated Exit signs (in enclosed tents regardless of event time, open tents when event time is after dark).
- "No Smoking" signs (**refer to Tent Quick Reference Chart**)
- Fire extinguishers (**refer to Tent Quick Reference Chart**)
- Approved tent heaters (shall not be located within 10 feet of exits and combustibles)

All permit applications shall be sent to tfrdtent1@toledo.oh.gov **DO NOT SEND** to any personal emails.

Payment for permits is now on-line. Plan approval & payment information will be forwarded from the Building Dept. to the tent contractors and or the sponsors email as listed on the tent application. Once payment is made, permit information will be forwarded.

Code References

OBC 3103.2 Approval required Tents (enclosed) or membrane structures in excess of 400 square feet shall not be erected, operated or maintained without first obtaining a permit and approval from the fire code official.

Exceptions:

- 1.) Tents open on all sides which comply with all the following:
 - Individual tents with a maximum size of 700 square feet.
 - The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet (between guy ropes and stakes) not exceeding 700 square feet.
 - A minimum clearance of 12 feet to all structures and other tents.

OFC 3103.8.2 Location Tents or membrane structures shall not be located within 20 feet of lot lines, 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. ***(Reference the Fire Prevention Bureau policy for separation distances between buildings and tents).***

OFC 3103.12.3 Exit opening from tents Exit openings from tents shall remain open unless covered by a flame-resistant curtain. The curtains shall comply with the following requirements.

- Curtains shall be free sliding on a metal support. The support shall be no less than 80 inches above the floor level at the exit. The curtains when shall be so arranged that when open, no part of the curtain obstructs the exit.
- Curtains shall be of a color, or colors that contrast with the color of the tent.

OFC 3104.2 and 3104.3 Flame propagation performance treatment Tents and appurtenance; sidewalls, drops and tarpaulins; floor coverings, buntings and combustible decorative materials shall have a current flame propagation performance treatment certification or have an inherently Fire-Resistive (IFR) certified tag. Documentation shall be provided if requested by the Fire Official.

OFC 3104.16.2 Location of containers LP gas containers shall be located outside. Safety valves shall be pointed away from tent or membrane structure.

- 500 gallons or less 10' separation **(OFC 3104.16.2.1)**
- 501 gallons or more 25' of separation **(OFC 3104.16.2.2)**

OFC 3104.16.2.3 Protection and security Portable LP gas containers, piping, valves and fittings that are located outside and are being used to fuel equipment inside a tent or membrane structure shall be protected to prevent tampering, damage by vehicle or other hazards and shall be located in an approved location. LP containers shall be securely fastened in place to prevent unauthorized movement.

OFC 3104.19 Separation of generators Generators and internal combustion power sources shall be separated from tents and membrane structures by not less than 20 feet and shall be isolated from contact with the public by fencing, enclosures or other approved means.

- Permits and inspections maybe required by the Building Department.

OFC 3104.7 Open or exposed flames Open flame or other devices emitting flame, fire or heat or any flammable combustible liquids, gas, charcoal or other cooking devices or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or membrane structures while ***open to the public*** unless approved by the fire code official.

OFC 3104.12 and 906 All tents shall have at least one minimum rating of 2A:10BC fire extinguisher readily accessible within 75 ft. of travel distance.

OFC 3104.15.3 Location Heating equipment shall not be located within 10 feet of exits or combustible material.

COOKING TENT CODES & GUIDELINES

GENERAL

Occupancy within the cooking tent is limited to those persons involved in the food preparation. No serving, dining, or sales, allowed in or from the cooking tent. **NO PUBLIC** allowed in the cooking tent.

Cooking tents shall be placed on solid ground, free of hay, straw or similar combustible materials.

Only Commercial listed cooking appliance are allowed to be used in the cooking tent.

Isolate all fryers from other appliances that create an ignition source (stoves, char broilers etc.)

OFC 3104.7 Open flames Open flame or other devices emitting flame, fire or heat or any flammable combustible liquids, gas, charcoal or other cooking devices or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or membrane structures while ***open to the public*** unless approved by the fire code official.

OFC 3104.11 Clearance Cooking equipment shall not be located within 10 ft. of exits or combustible material.

OFC 3104.15.3 Location Cooking appliances will be required to be located a minimum of 3 ft. to the edge of the tent.

OFC 3104.15.5 Cooking tents Tents with sidewalls or drops where cooking is preformed shall be separated from other tents and membrane structures by not less than 20 feet. (***reference Fire Prevention Bureau policy for cooking tents and canopies***).

OFC 3104.15.6 Outdoor cooking Outdoor cooking that produces sparks or grease laden vapors shall not be performed within 20 feet of a tent or membrane structure.

OFC 3104.16.2 Location of LP containers LP gas containers shall be located outside. Safety release valves shall be pointed away from the tent or membrane structure.

OFC 904.12.5 Where cooking operations involve deep fat fryers or any other cooking that produces grease laden vapors there shall be a Class K extinguisher of a minimum 1.5-gallon capacity shall be readily accessible within 30 feet of travel distance from the cooking equipment.

OFC 904.12.5.2 Four (4) fryers having a maximum cooking medium capacity of 80 lbs. each. One Class K of a minimum 1.5-gallon capacity is required and one additional Class K of a minimum 1.5-gallon capacity for every additional group of four (4) fryers having a maximum cooking medium capacity of 80 lbs. each.

The information shown above is for reference only and does not take the place of all applicable requirements of the Ohio Building and Fire Codes.