

Source: Community Development - BSD

Agenda Item No: REP 169-12

To: City Council

From: City Manager and Staff

Council Meeting Date: November 19, 2012

Re: Tent and Membrane Structures (Trackers 3535 & 3545)

EXECUTIVE SUMMARY:

Staff has prepared an ordinance and propose to revise the tent permit application similar to the Albuquerque, NM application to address some of the issues raised during a May 22, 2012 public meeting. The proposed ordinance would allow cooking in tents, open sided tents used during the day to not have means of egress illumination, and larger tents for a short duration without Fire Department and Building and Site Development approval. Staff does not think the 180 day per year restriction should be changed. The code provides additional requirements for structures erected for over 180 days that staff think are essential to ensure public health, safety, and welfare. Staff has asked the Building Construction Codes Commission to review tent requirements during their code review.

DISCUSSION:

Following the February 20, 2012 meeting, staff scheduled a public meeting to gather the community's input on tents. The meeting was held on May 22, 2012 and was well attended with nine members of the public and seven staff members. The minutes from the meeting are attached. The top concerns from the public were the duration of tent permits, how permits are handled after hours or on Friday afternoons, conflicting tent provisions and health code requirements, and small tents.

The duration of tent permits has been an issue in Columbia. Tents, especially smaller tents, do not meet many requirements of the building code such as fire separation, occupancy calculations, egress, life safety systems, permanent foundations, building heights, structural calculations, toilet facilities, etc. Tents have been erected that do not get taken down in a timely manner and have served as additions to buildings. Tents are not as safe as code compliant permanent structures and the hazards tents pose is amplified by increased durations. A tent can be a permanent structure, and thus erected for over 180 days, but must meet code requirements.

For weekend events, a permit will need to be procured from the Building and Site Development division prior to 5:00 p.m. on Friday. The Fire Department will be conducting all inspections so if the tent is not erected until Saturday or Sunday, they can call the Fire Department at that time.

The Health Department requires tents over some outdoor cooking facilities. Staff has revised the proposed ordinance revisions to allow for cooking in open sided tents less than 1,000 square feet with no code analysis. Smaller 10' x 10' tents were discussed and these are typically acceptable as long as there is proper separation distance so that an aggregate area of 1,000 square feet is not created. It was also asked why we do not require permits for 10' x 10' tents. Though they do pose a hazard as they may not be fire retardant or properly anchored, staff does not think it is feasible to regulate them and they are typically lightly constructed.

Staff recognizes that tents with the proper precautions can be an efficient, economical, and effective method of providing shelter for various events on a temporary basis. That is why staff has prepared an ordinance that would loosen some of the stringent guidelines found in the International Fire Code. The proposed ordinance would not require inspections for tents up to 1,000 square feet (SF) if erected for less than three days.

Lighting would not be required on tents used during daylight hours. The separation from lot lines would also be eliminated. The revised permit form should also help clarify the tent requirements.

FISCAL IMPACT:

None.

VISION IMPACT:

<http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php>

SUGGESTED COUNCIL ACTIONS:

Acceptance of this report and placing the attached ordinance on the next agenda.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$0.00	New Program/Agency?	No	Federal or State mandated?	No
Amount of funds already appropriated	\$0.00	Duplicates/Epands an existing program?	No	Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year net costs:		Resources Required		Vision Impact?	No
One Time	\$0.00	Requires add'l FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	
Operating/Ongoing	\$0.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	

Ordinance No.

Council Bill No.

AN ORDINANCE

amending Chapter 9 of the City Code to amend the 2009 International Fire Code tent and membrane structure regulations; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. Chapter 9 of the Code of Ordinances of the City of Columbia, Missouri, is hereby amended as follows:

Material to be deleted in ~~strikeout~~; material to be added underlined.

Sec. 9-22. - Amendments.

The code adopted by this article is hereby amended by substituting the following sections in lieu of those sections with corresponding numbers in the 2009 edition of the International Fire Code, or where there is no corresponding section in the code; the following sections shall be enacted as additions to the code:

...

This exception shall not apply to structures that are renovated, remodeled or altered in excess of fifty (50) percent of the current value of the structure.

2403.2 Approval required. Tents and membrane structures having an area in excess of 400 square feet (37 m²) shall not be erected, operated or maintained for any purpose without first obtaining a permit from the Community Development Department and inspection from the fire code official.

Exceptions to permit and inspection:

1. Tents used exclusively for recreational camping purposes.

Exceptions to inspections (permit required):

1. Tents which comply with all of the following:
 - 1.1. Individual tents having a maximum size of 1,000 square feet (92.9 m²) and erected for less than three days.
 - 1.2. The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet (3.658 mm). not exceeding 1,000 square feet (92.9 m²) total and erected for less than three days.

2403.8.2 Location. Tents or membrane structures shall not be located within 20 feet (6096 mm) of buildings, other tents or membrane structures, 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.

Exceptions:

1. Membrane structures or tents need not be separated from buildings when all of the following conditions are met:
 - 1.1. The aggregate floor area of the membrane structure or tent shall not exceed 10,000 square feet (929 m²).
 - 1.2. 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*.
 - 1.3. Required *means of egress* are provided for both the building and the membrane structure or tent including travel distances.
 - 1.4. Fire apparatus access roads are provided in accordance with Section 503.

2403.8.6 Fire break. An unobstructed fire break passageway or fire road not less than 12 feet (3658 mm) wide and free from guy ropes or other obstructions shall be maintained on all sides of all tents and membrane structures where separation is required per 2403.8.2 unless otherwise approved by the fire code official.

2403.12.7 Means of egress illumination (add exception):

Exception: Tents used during daylight hours and open on all sides are not required to provide means of egress illumination unless required by the fire code official.

3301.1.3 Fireworks. The manufacture, storage, sale and use of fireworks are prohibited, except where allowed under section 16-234 of the Code of Ordinances.

...

SECTION 2. This ordinance shall be in full force and effect from and after its passage.

PASSED this ____ day of _____, 2012.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor



Albuquerque Fire Marshal's Office Tent/Canopy Application

724 Silver SW
Albuquerque NM, 87102
Phone (505) 764-6300
Fax (505) 764-6323

☐ Approved ☐ Disapproved

Man # _____ Date _____ Case# _____

Officers Signature _____

Approved plans do not guarantee the issuance of a permit. Final inspection is required confirming the event coincides with the approved plans.

Event Information			
Event Name			
Street Number	Street Name	Quad.	
City	State	Zip Code	
Event Contact			
Event Contact Phone			
Event Contact Fax			
Event Start Date			
Event Start Time			
Event End Date			
Event End Time			

Billing Information		
Billing Company		
Street Number	Street Name	Quad.
City	State	Zip Code
Billing Contact		
Billing Contact Phone		
Billing Contact Fax		
Inspection Date		
Inspection Time		
Total Square Footage		
Tent/Canopy Supplier		

Tent and Canopy Guidelines

LOCATION Tents or canopies shall not be located within 20 feet of lot lines, vehicles, or generators. All dimensions shall be indicated on the site plan. Tents or canopies shall not be located within 10 feet of propane tanks less than 500 gallons.

COOKING All cooking and warming devices shall be indicated on the floor plan. Cooking appliance approvals shall be granted on a case by case basis.

VEGETATION AND WASTE Combustible vegetation and waste shall be cleared 30 feet back from tents or canopies. A description of the floor surface surrounding the tent or canopy and the floor within the tent or canopy shall be indicated on the floor plan.

COMBUSTIBLE MATERIAL Hay, straw, shavings or similar combustible materials shall not be located within any tent or canopy with an occupant load greater than 49 and or a square footage exceeding 750 square feet. A description of the floor surface inside the tent or canopy is required.

CLEARANCES There shall be a minimum clearance of 3 feet between tent walls and tent contents. All dimensions shall be indicated on the floor plan.

SMOKING Approved "No Smoking" signs shall be posted. Sign locations shall be indicated on the floor plan. Smoking shall be prohibited.

GENERATORS All generators shall be isolated from contact with the public by fencing or by other approved means. One 3A-40BC Fire Extinguisher is required per generator. Generator indications are required on the site plan.

FIRE EXTINGUISHERS A Fire Extinguisher shall be provided for every 1500 square feet of tent or canopy space. Travel distance to a Fire Extinguisher shall not exceed 75 feet. Extinguishers shall be indicated on the floor plan.

REQUIRED EXITS Equal or greater than: [150sqft 2 exits are required] [3,000sqft 3 exits are required] [7,500sqft 4 exits are required] [15,000sqft 5 exits are required] [30,000sqft 6 exits are required]. Exits must be spaced appropriately.

EXITS Exit openings shall be contrasting in color and be free sliding. Tent side walls or open wall canopies shall be indicated on the plans.

EXIT SIGN ILLUMINATION AND EMERGENCY LIGHTING Exit sign illumination and emergency lighting are required when the occupant load exceeds *49*.

EXTENSION CORDS Only approved UL, FM, or NRTL, three prong, grounded extension cords are permitted. Frayed or taped wire is prohibited.

TENT MATERIAL All tent material shall meet "State of California Fire Marshal's Office" standards as per IFC Section 2404.2 and or NFPA 701.

ACCESS All Fire Hydrants and Fire Department appliances shall be free from obstructions. Fire Department access roads shall be a minimum of 20 feet.

CHAIRS Non-fixed chairs exceeding 200 shall be fastened together in groups no less than three or securely fastened to the floor.

DISAPPROVALS All disapproved applications require corrections be made on a new application form prior to re-submitting. Paper work which has already been disapproved will not be accepted.

PERMITS All tents require permits. All canopies which exceed 400 square feet shall not be erected without obtaining a permit from our office.

TENT FEES Tents are defined as having more than 25% side walls: [0-400sqft \$50] [401-1500sqft \$100] [1501-3000sqft \$150] [3001-6000sqft \$200] [6001-9000sqft \$250] [+9001sqft \$300]

CANOPY FEES Canopies are defined as having 25% or less side walls: [401-1500sqft \$50] [1501-3000sqft \$100] [3001-6000sqft \$150] [+6001sqft \$200]

ADDITIONAL FEES Additional fees may apply to all after hour inspections.

INSPECTIONS Inspection times shall be scheduled within four hours of the event opening. All electrical equipment, catering devices, tables, chairs, and merchandise shall be set in place prior to inspection.

Disclaimer

The undersigned hereby acknowledges that all requirements indicated above must be adhered to in order for this application to be accepted. The standards specified above are the minimal requirements which the applicant is not limited to. Additional Fire Codes may apply during initial inspection if unforeseeable circumstances arise. An approved plot plan or floor plan does not guarantee the issuance of a permit. Final inspection is required confirming the event coincides with both the approved plot plan and floor plan. All disapprovals will be indicated on the tops of each page and all violations will be indicated with a check mark on this disclaimer. All Information must be submitted to process this application. Revised 04/08/10.

APPLICANTS NAME: _____

(PLEASE PRINT)

PHONE NUMBER: _____

APPLICANTS SIGNATURE: _____

DATE: _____



Albuquerque Fire Marshal's Office

724 Silver SW
Albuquerque NM, 87102
Phone (505) 764-6300
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Tent/Canopy Check List

Site Plan:

- ☐ Are the tents/canopies **20ft. away from streets and vehicles?**
- ☐ Did I indicate the separation by drawing **⇐20ft.⇒** between the tent/canopy and the road/vehicle?
- ☐ Did I indicate on the plan that the **Propane** is **⇐10ft.⇒** away from the tent/canopy?
- ☐ Are the **generators** marked **⇐20ft.⇒** away from the tents/canopies?
- ☐ Are the **Fun Jumps** marked on the plan?
- ☐ Are the **cooking grills** shown **⇐20ft⇒** away from the tents/canopies?
- ☐ Have I indicated **where and what my power source is** for the tents/canopies?
- ☐ Are the **Dimensions** indicated next to each tent/canopy?

Floor Plan:

- ☐ Is there a **Key or Legend** on the floor plan?
- ☐ Are there **specific symbols** for all of the items required on the plan, such as fire extinguishers, different types of fire extinguishers, no smoking signs, propane, exit signs, generators, and fun jumps?
- ☐ Are the **Fire Extinguishers** marked on the plan?
- ☐ Do I have a **Class K** fire extinguisher marked within 30ft. of my deep-fat fryer?
- ☐ Do I have a **3A40BC Fire Extinguisher** marked next to my generator?
- ☐ Are the **No Smoking Signs** marked on the plan?
- ☐ Do I have the **Exit Signs** marked on the plan? **No exit signs needed for Canopies**
- ☐ Do the tents have a minimum of **2 Exits or more** according to the square footage?
- ☐ Are all of the **tables and chairs** shown on the floor plan?
- ☐ Is all of the cooking equipment shown on the plan?



Albuquerque Fire Marshal's Office Tent/Canopy Site Plan

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☐ **Approved** ☐ **Disapproved**

Man # _____ Date _____ Case# _____

Officers Signature _____

Approved plans do not guarantee the issuance of a permit. Final inspection is required confirming the event coincides with the approved plans.

LEGEND:

- | | |
|-----------------------|-------------------------|
| ILLUMINATED EXIT SIGN | FIRE EXTINGUISHER |
| EMERGENCY LIGHTING | NO SMOKING SIGNS |
| COMBINATION UNIT | NO SIDE WALL |
| EXIT OPENING | — TENT SIDE WALL |
| FIRE HYDRANT | GENERATOR / MOTOR |
| FIRE DEPT CONNECTION | LIQUEFIED PETROLEUM GAS |

OFFICER COMMENTS:

Revised 04/08/10



Albuquerque Fire Marshal's Office Tent/Canopy Floor Plan

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OFFICER COMMENTS:

Revised 04/08/10



Albuquerque Fire Marshal's Office Tent/Canopy Site Plan

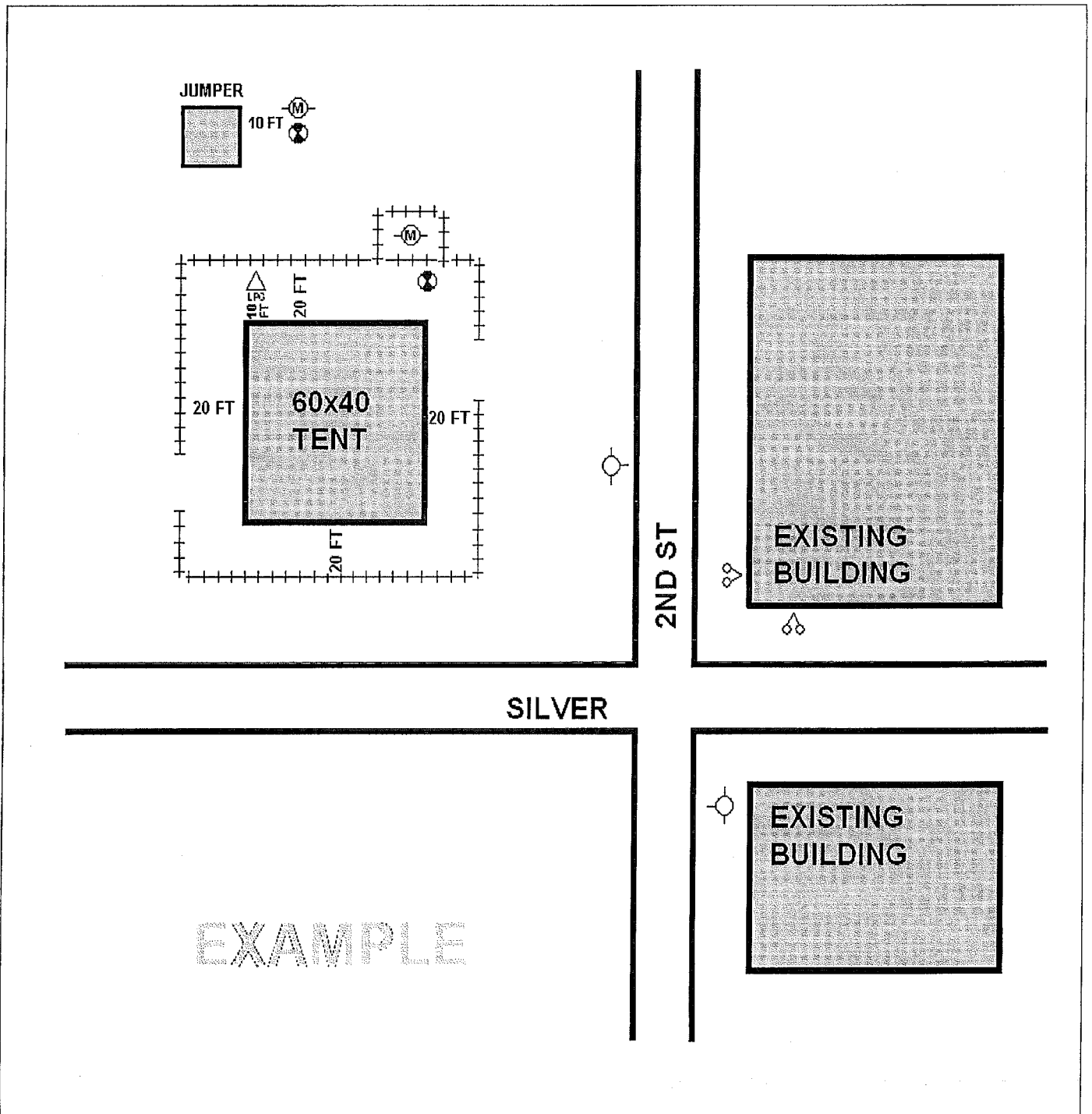
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OFFICER COMMENTS:

Revised 04/08/10



Albuquerque Fire Marshal's Office Tent/Canopy Floor Plan

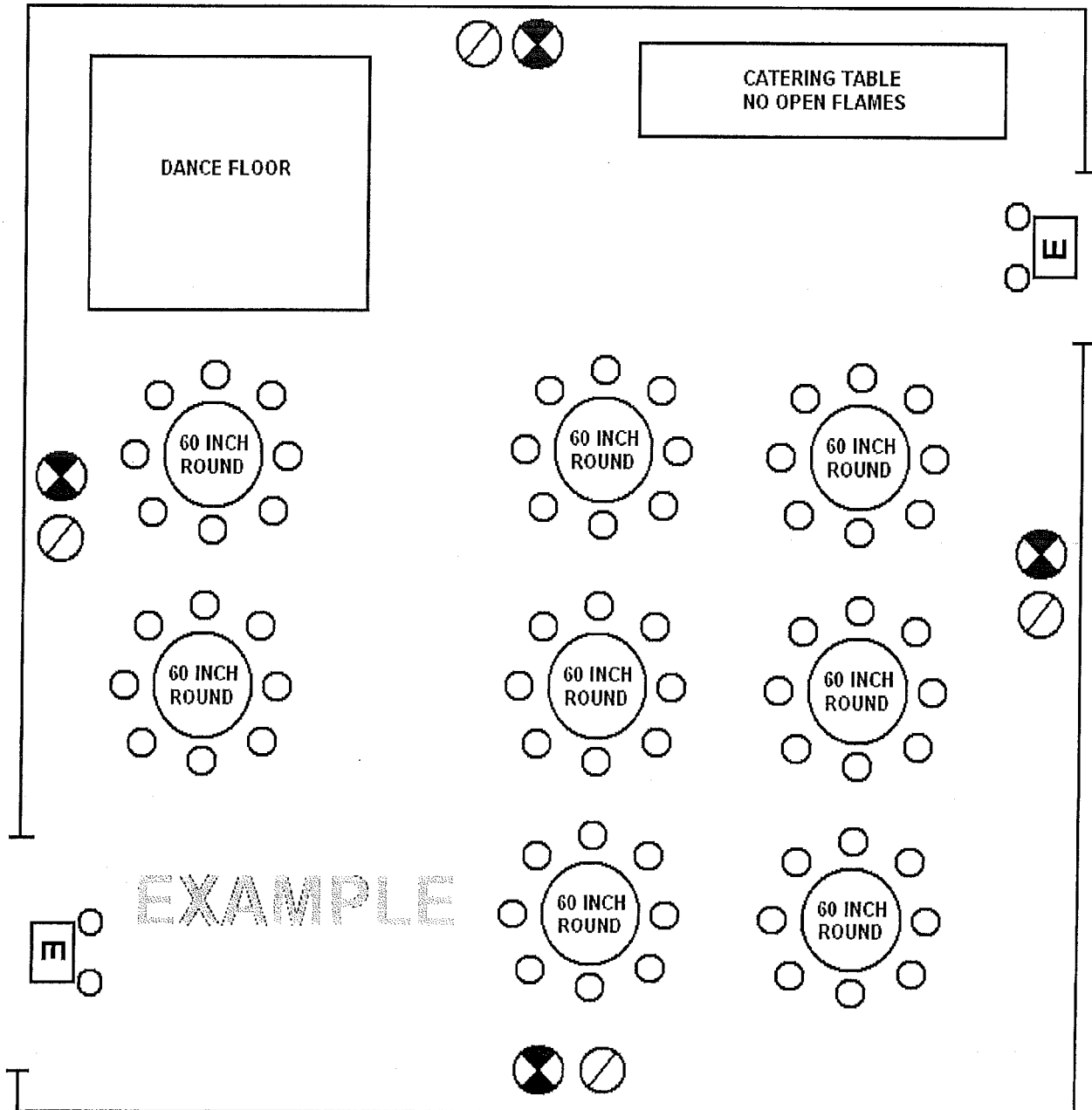
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OFFICER COMMENTS:

Revised 04/08/10