

City of Kirkwood requirements for Tents, Canopies and other Membrane Structures to be erected

- 1. Installation of any tent, canopy or membrane structure shall comply with the most the 2009 International Fire Code and amendments to the 2009 International Building Code.**
- 2. Submit a scaled detailed site plan showing lot lines, buildings, and all other structures, parking areas, and proposed location of tent, canopies and/or other membrane structures.**
- 3. Tents, canopies and/or other membrane structures may not be located within 20' of any lot lines, buildings, other structures, parked vehicles and internal combustion engines. Guy wires and support ropes are considered part of the structure for determining the required distances.**
- 4. Certificate of insurance must be presented when applying for permit.**
- 5. Certificate of Flame treatment must include name and address of owner, date of last treatment, name of chemical applied and test agency/standard used for fabric testing.**
- 6. Installation of any of the above may not impede or obstruct any required parking, travel lane and/or clear site at intersections.**
- 7. Hay, sawdust and shavings are prohibited in any tent, canopy or membrane structure.**
- 8. Combustible materials may not be stored within 20' of any tent, canopy or membrane structure. Combustible vegetation is prohibited within 20' of any tent, canopy or membrane structure. All trash containers shall be of non-combustible material. Trash must be removed daily during period used for public use.**
- 9. If the tent is enclosed with side curtains, all exits shall be furnished with illuminated exit and emergency lights as required by the Fire Marshal. The minimum exit isle width shall be 44 inches in the public areas.**
- 10. Smoking is prohibited within or around any tent, canopy or membrane structure. No smoking signs must be posted on all sides of any tent, canopy or membrane structure.**
- 12. Open flames, devices emitting flames, fire, heat, heaters, combustible liquids, gases, charcoal or cooking are prohibited within or around any tent, canopy or membrane structure. Cooking tents shall be separated from all other tents by 20 feet.**
- 13. Class 2-A fire extinguishers must be available within any tent, canopy or membrane structure.**
- 15. Items stored under any tent, canopy or membrane structure must have at least 3'+ clearance between the fabric and contents.**

16. Generators and/or any internal combustion source must be at least 20' + from any tent, canopy or membrane structure. Flammable and combustible liquids shall be approved by the Fire Official.

17. Standby Personnel. The Fire Official may require emergency personnel and crowd managers to maintain public safety within the confines of the structure.