



# MARYSVILLE FIRE DISTRICT

## REGIONAL FIRE AUTHORITY

### Fire Marshal's Office

1635 Grove St. Marysville, WA 98270 - (360) 363-8500

[MFInspectors@MFDRA.org](mailto:MFInspectors@MFDRA.org) - [www.marysvillefiredistrict.org](http://www.marysvillefiredistrict.org)



**MARYSVILLE**  
WASHINGTON

## MFD Standard for Tents, Membrane Structures, and Special Events

### 1. SCOPE

This standard covers the permitting, installation, and inspection of tents, membrane structures, and special events in the City of Marysville as administered by the fire marshal and shall conform to all currently adopted codes and standards, unless specifically amended or noted otherwise, and as approved by the AHJ:

- A. The International Fire Code (IFC) as amended by the city and state.
- B. The International Building Code (IBC) as amended by the city and state.
- C. The Marysville Municipal Code (MMC) [Fire Code Chapter 9.04](#).

*The information contained in this document is not intended to serve as a complete list of requirements, but describes the permitting and inspection process as well as addresses some of the more common code related elements.*

### 2. PERMITS

A fire permit is required for tents and special events as defined by the currently adopted codes (see below). The application for a permit is available on the City of Marysville's permitting [portal](#). Approved plans and permit inspection cards shall be available onsite for the permitted work. A permit is only valid for the contractor and work designated by the permit.

#### **105.6.21 Special event structure.**

A single construction permit is required to erect and take down a temporary special event structure.

#### **105.6.24 Temporary membrane structures and tents.**

A construction permit is required to erect an air-supported temporary membrane structure, a temporary stage canopy or a tent **having an area in excess of 400 square feet**.

Exceptions:

- 1. Tents used exclusively for recreational camping purposes.
- 2. Funeral tents and curtains, or extensions attached thereto, when used for funeral services.
- 3. Tents and awnings open on all sides, which comply with all of the following:
  - 3.1. Individual tents shall have a maximum size of 700 square feet.
  - 3.2. The aggregate area of multiple tents placed side by side without a fire break clearance of not less than 12 feet shall not exceed 700 square feet total.
  - 3.3. A minimum clearance of 12 feet to structures and other tents shall be maintained.

### 3. SUBMITTAL REQUIREMENTS

Submittals shall include the following as per the 2021 IFC:

- a. Site Map showing location of event, fire hydrants, pedestrian access, emergency vehicle access, etc.

- b. Diagram showing proposed seating, tables, chairs, exits, portable fire extinguishers, cooking or heating equipment, required separation distances, etc.
- c. If a tent or membrane structure is proposed, provide certification of flame retardant material meeting NFPA 701 or California State Fire Marshal requirements. Structure must also have a permanently affixed label following requirements of 3104.3. Also provide information regarding structural stability and required anchorage.

#### **4. LOCATION REQUIREMENTS FOR TENTS OR MEMBRANE STRUCTURES**

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.

Exceptions:

- 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.
- 2. Membrane structures or tents need not be separated from buildings where all of the following conditions are met:
  - 2.1. The aggregate floor area of the membrane structure or tent shall not exceed 10,000 square feet.
  - 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.
  - 2.3. Required means of egress are provided for both the building and the membrane structure or tent including travel distances.
  - 2.4. Fire apparatus access roads are provided in accordance with Section 503.

#### **5. EXITING AND MEANS OF EGRESS**

**Please see IFC 3103 for a complete list of code requirements.**

- a. Means of egress for temporary tents and membrane structures shall be in accordance with the 2021 IFC Sections 3103.12.1 through 3103.12.8.
- b. Exits shall be spaced at equal intervals around perimeter and located such that all points are within 100 feet of an exit.
- c. Number and width of exits required is based on occupant load in table 3103.12.2 shown in number 10 below.
- d. 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.
- e. Exit sign illumination requirements follow 3103.12.6.1.
- f. Means of egress illumination requirements follow 3103.12.7
- g. Maintenance of means of egress shall comply with 3103.12.8. Guy wires, ropes, or other support members shall not cross a means of egress lower than 8 feet.

#### **6. OUTDOOR ASSEMBLY EVENTS**

**Please see IFC 3106 for a complete list of code requirements.**

- a. Outdoor assembly events shall be in accordance with IFC section 3106 and Section 403.11. Temporary structures erected for outdoor assembly events shall comply with

chapter 31. Where required by the fire code official, an approved fire watch program shall be in place during the special event, with 15 minute patrol frequency. (2021 IFC 403.2.3) Refer to the MFD Fire Watch Guidelines for further information.

- b. Fire extinguishers shall be provided per IFC section 906 and be placed in approved locations, typically located at each exit, mounted on a post to maintain visibility and accessibility.

## **7. OPERATIONAL REQUIREMENTS**

**Please see IFC 3107 for a complete list of operation requirements.**

- a. Smoking shall not be permitted in tents or membrane structures. Approved “No Smoking” signs shall be conspicuously posted in accordance with Section 310.
- b. Open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device 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.
- c. Approved portable fire extinguishers complying with Section 906 shall be provided and placed in locations as required by the fire code official.
- d. Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 20 feet of a tent or membrane structure.
- e. Generators and other internal combustion power sources shall be separated from tents or membrane structures by not less than 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.

## **8. INSPECTIONS**

Fire inspections are required from the fire district prior to the event opening. Please call (360)363-8525 at least 24 hours in advance and leave a voicemail requesting time and location to meet for walkthrough. Approved plans must be available on-site during inspections. The fire district may conduct random inspections as well at any time to ensure fire code compliance is being met.

## **9. FOOD TRUCKS / MOBILE FOOD VENDORS**

Any food truck operating in Marysville that produces grease laden vapors shall possess a valid city of Marysville business license as well as an approved WSAFM food truck inspection form from any participating agency in WA State. [https://wsafm.com/Food\\_Trucks](https://wsafm.com/Food_Trucks)

- a. Food trucks based in the city of Marysville may request a fire inspection at no charge by calling 360-363-8525 and leave a voicemail. An inspector will contact you to make arrangements. 48 hours advance notice required.
- b. Event will be subject to random fire inspections. Any food truck found without proper documentation will be restricted from operation.
- c. Applicant shall submit list of food trucks who would like to operate to [MFIinspectors@mfdrrfa.org](mailto:MFIinspectors@mfdrrfa.org) and include fire inspection status.

## 10. NUMBER AND WIDTH OF EXITS TABLE 3103.12.2

MINIMUM NUMBER OF MEANS OF EGRESS AND MEANS OF EGRESS WIDTHS FROM TEMPORARY MEMBRANE STRUCTURES AND TENTS

OCCUPANT LOAD	MINIMUM NUMBER OF MEANS OF EGRESS	MINIMUM WIDTH OF EACH MEANS OF EGRESS (inches)	MINIMUM WIDTH OF EACH MEANS OF EGRESS (inches)
		Tent	Membrane 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 <sup>a</sup>	7	120	96

a. When the occupant load exceeds 3,000, the total width of means of egress (in inches) shall be not less than the total occupant load multiplied by 0.2 inch per person.

## 11. Example of acceptable tent or membrane structure diagram:

