



ROSWELL FIRE DEPARTMENT



Tent Fire Safety Checklist

Fire Prevention Bureau

575-624-6830

200 S. Richardson Ave

Roswell, NM 88201

This informational document is provided as a guide to assist tent vendors/operators in acquiring a city permit. It is not intended to be used as part of the official permit application, nor does it include all applicable codes. Please make arrangements with the Fire prevention office for a formal inspection once all items on this list have been addressed.

PERMIT: All tents over 400 square feet must be permitted by RFD

- 1) ___ Once approved, RFD permit and Business license must be clearly displayed and on board at all times (IFC 105.3.5).

PROPANE: Must be in accordance with IFC 319.8.

- 2) ___ State Propane Inspection must be completed prior to fire department inspection. State LP Gas Bureau (505) 222-9808 www.rld.state.nm.us/construction
- 3) ___ All propane tanks, piping, fitting, hoses and equipment used to heat tents or supply LP gas to equipment inside tents shall be protected to prevent damage from vehicles, tampering, or unauthorized movement. (IFC 3107.13.3)

GENERAL REQUIREMENTS:

- 4) ___ Tents not used for cooking purposes do not require a minimum space from other structures if the total area covered by tents does not exceed 15,000 feet. Tents may not impede fire apparatus access road minimum width of 20 feet. (IFC, 3107)
- 5) ___ All tents shall be secured with stakes or weights.
- 6) ___ NO cooking that produces sparks or grease-laden vapors shall be conducted under or within 20 feet of tents. (IFC, 3107)
- 7) ___ Tents used for cooking purposes that does not produce grease laden vapors must be labeled or have documentation stating they are designed for that purpose.
- 8) ___ A minimum of three feet is required between tent fabric/material and any appliance inside the tent. (IFC, 3107)
- 9) ___ Tents must have a flame propagation certification in accordance with IFC (IFC, 3104.2).
- 10) ___ Cooking and heating equipment may not be located within 10 feet of exits. (IFC, 3107)

ELECTRICAL:

- 11) ___ All extension cords or electrical wiring from generators shall be protected from traffic and other damage (IFC 603.6).
- 12) ___ Exposed wiring should be covered or removed (IFC 603).
- 13) ___ Extension cords may not be used for permanent power supply to appliances unless rated for permanent use (IFC 603.6).
- 14) ___ Generators must be located at least 12' from other tents, trucks, or structures (NFPA 96.B.13).

REQUIRED ACCESS:

- 15) ___ Unobstructed access to interior shall be maintained at all times (IFC 504.1).
- 16) ___ Separation between food trucks and tents or other mobile cooking vehicles shall be a minimum of 10 feet. (NFPA 96, 17.2)
- 17) ___ Fire Apparatus access must be maintained in accordance IFC 503.1 Minimum width 20'ft (IFC 503.2.1)

AIR SUPPORTED TENTS AND STRUCTURES:

- 18) Any air-supported tents or structures require a minimum of two blowers.
 - 19) All air supported tents or structures shall be secured with stakes or weights.
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