



**ALHAMBRA FIRE DEPARTMENT**  
301 NORTH FIRST STREET  
ALHAMBRA, CA 91801  
(626) 570-5193



**REQUIREMENTS FOR TENTS, TEMPORARY  
MEMBRANE STRUCTURES OR CANOPIES**

DATE: \_\_\_\_\_ DATE(S) OF EVENT: \_\_\_\_\_

NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

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**FIRE DEPARTMENT APPROVAL FOR TENTS AND TEMPORARY MEMBRANE STRUCTURES HAVING AN AREA IN EXCESS OF 200 SQUARE FEET, AND/OR CANOPIES IN EXCESS OF 400 SQUARE FEET, UNDER SECTION 105 AND ARTICLE 32 OF THE UNIFORM FIRE CODE, WILL BE GRANTED UNDER THE FOLLOWING CONDITIONS:**

1. Tents, temporary membrane structures, or canopies may be used for a period not to exceed 180 days, within a 12-month period on a single premises. (UFC 3204)
2. Tents, temporary membrane structures, or canopies shall be located not less than 20 feet from property lines, buildings, and other tents, temporary membrane structures, and canopies, parked vehicles or internal combustion engines, or as permitted by the Fire Chief or his delegated representative. For the purpose of determining required distances, support ropes and guywires shall be considered as part of the temporary membrane structure, tent or canopy. EXCEPTION: Separation distance between temporary membrane structures, tents and canopies that are not used for cooking, is not required when the total floor area does not exceed 15,000 square feet. (UFC 3205)
3. Evidence of structural stability shall be furnished to the Alhambra Fire Department upon request. (UFC 3260)
4. The sidewalls, drops and tops of tents, temporary membrane structures, and canopies shall be composed of flame-resistant material or shall be treated with a flame-retardant in a manner approved by the fire department. All bunting and other combustible decorative materials and effects shall likewise be treated with a flame-retardant. Tents, temporary membrane structures, and canopies shall have a permanently affixed label bearing identification of size and type of fabric or material; the date the tent, temporary membrane structure or canopy, and other combustible materials were last treated with an approved flame retardant; trade name and type of flame retardant utilized; and the name of the person and firm that applied the flame retardant. Documentation will be required prior to issuance of permit. (UFC 3207)
5. Exiting shall comply with Section 3211 of the Uniform Fire Code. The required width of exits, aisles and passageways shall be maintained at all times to a public way. Exit signs shall be installed at required exit doorways and where otherwise necessary, to clearly indicate the direction of egress, when the exit serves an occupant load of 50 or more. Illuminated exit signs in tents, temporary membrane structures and canopies with occupant loads of more than 100 persons, shall be of an approved self-luminous type, or for occupant loads of 300 or less, shall be internally or externally illuminated by fixtures, using two separate circuits, one of which shall be separate from all other circuits. Guywires, guyropes and other support members shall not cross a means of egress, at a height of less than 8 feet. (UFC 3212, 3214)
6. Smoking shall not be permitted in/under any tent, temporary membrane structure or canopy. Approved NO

SMOKING signs shall be conspicuously posted. It shall be the responsibility of the permittee to enforce this prohibition. No open flame or other device emitting flame or fire shall be used in/under, or immediately adjacent to any tent, temporary membrane structure or canopy, except upon special permission from the Alhambra Fire Department. (UFC 3215)

7. One 2A10BC portable fire extinguisher shall be provided within every tent, temporary membrane structure or canopy having a floor area of 200 to 500 square feet. Two 2A10BC portable fire extinguishers shall be provided for floor areas of 501 to 1000 square feet. An additional 2A10BC extinguisher shall be required for every additional 2000 square feet or fraction thereof, for any floor area exceeding 1000 square feet. (UFC 3208)

At least one 2A40BC rated fire extinguisher shall be provided for each kitchen, mess hall, power generator or transformer, and be placed at any location where flammable or combustible liquids are used, stored or dispensed. (UFC 3208)

8. Qualified persons deemed necessary to safeguard the premises shall be provided as required, and be approved by the Fire Chief. (UFC 3220)

**THE PERMIT IS NON-TRANSFERABLE AND IS GRANTED FOR A LIMITED TIME. THE PERMIT MAY BE SUBJECT TO REVOCATION FOR PROPER CAUSE, FOR VIOLATION OF THE FIRE CODE, TITLE 19, OR WHEN DEEMED NECESSARY FOR PUBLIC SAFETY. NON-COMPLIANCE WITH ANY PROVISION STIPULATED HEREIN CONSTITUTES A VIOLATION.**

**A PERMIT FEE OF \$50.00 IS REQUIRED. AN APPOINTMENT SHALL BE MADE WITH THE FIRE DEPARTMENT, A MINIMUM OF TWO WORKING DAYS IN ADVANCE FOR INSPECTION AND PERMIT ISSUANCE.**

**IF YOU ARE NOT FAMILIAR WITH A SPECIFIC REQUIREMENT, PLEASE CONTACT THE FIRE DEPARTMENT AT (626) 570-5193.**

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**OWNER/OWNER'S REPRESENTATIVE**

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**DATE**