



Special Event Guidelines Tents and Canopies

Under the provisions of the International Fire Code as amended by the State of California and City of San Diego, tents and canopies must be at least ten feet (10') from other tents/canopies; ten feet (10') from cooking apparatus; and twenty feet (20') from any building and must also have a Certificate of Flame Resistance.

If the aggregate square footage of the tents used in your venue is greater than 200 square feet or 400 square feet for canopies, additional permits from the San Diego Fire-Rescue Department are required.

You are responsible for meeting or exceeding the following requirements for the management of all tent and canopy areas:

LOCATIONS

- Property lines, buildings, other tents, canopies, or temporary membrane structures must be at least twenty feet (20') from tent support wires, ropes, and guy wires.
- A twenty-foot (20') fire access lane must be maintained. The access route must be outside of support wires, ropes, and guy wires.
- A twenty-foot (20') fire lane must be provided around the entire event venue and must connect with all fire lanes required around tents/canopies.
- Tents and equipment should never be an obstruction to a fire hydrant.
- All vehicle parking and other internal combustion engines must be at least twenty feet (20') from any tent/canopy.
- Additional authorization and/or on-site inspections may be required for tents/canopies positioned less than twenty feet (20') apart, are attached together and/or do not provide a twenty foot (20') access lane.

INSTALLATION

- Many parks and other public sites have irrigation, pipes and electrical components located inches below surface areas. Before using stakes to



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secure tents, canopies or other event components you must receive authorization to disrupt surfaces below ground.

- If tent stakes are authorized, they must be capped or covered.
- If you use materials weighted by water to secure tenting, do not release any water into the storm water system.
- Poles and their supporting anchor ropes, stakes, etc. must resist a minimum wind pressure of 20lbs/square foot.
- Tents must be supported and braced to withstand minimum pressure/suction of 10lbs/square foot.
- Anchor wires/ropes shall not cross any means of ingress or egress at a height of less than seven feet (7').

INGRESS/EGRESS

- All tent ingress and egress points must remain open and shall not be obstructed whenever event participants or staff occupies the tent.
- Illuminated exit signs are required at each exit while the tent is occupied. These exit signs must be powered by two separate sources of power.

FIRE SAFETY

- Fire extinguishers of a 2-A-10B: Class C rating shall be provided every seventy-five feet (75') of travel distance between tents/canopies and must be secured in an upright position and protected from vehicular traffic.
- Heating and cooking equipment shall not be located within ten feet (10') of exits, aisles, passageways, or combustible materials.
- Hay, straw, trash, and other flammable material cannot be stored closer than thirty feet (30') from the outside of tents/canopies.