

Town of Beaufort

Tent Permit Inspection Requirements

The NC Fire Prevention Code requires tents and other membrane structures to be evaluated for fire and life safety and a permit issued prior to the event.

SECTION I. Application and Required Attachments

Tent Companies must submit a completed permit application with required attachments three (3) days prior to event. If you have any questions regarding your tent, please contact Tammy Turek at Beaufort Fire Department at 252-728-4325.

Submit Permit Application and Tent Permit Fee of **\$50.00** to:

- Town of Beaufort Fire Department, Attention: Tammy Turek
- Located at: 900 Cedar Street, Beaufort
- Fax: 252-728-2382
- Email: t.turek@beaufortnc.org

The following attachments are required to be submitted with the Permit:

- If there is not a permanently affixed National Fire Protection Association (NFPA) 701 label located on the tent, a Certificate of Flame Resistance is required.
- Detailed site and floor plans are required for tents with an occupancy of 50 or more people
 - A site plan showing the tent's location on the property is reviewed for adequate and safe access for fire trucks.
For example: It is required that there is a 20 foot separation provided between structures.
 - A floor plan showing seating arrangements, exits, equipment, stage, etc. is reviewed for safety and to determine the maximum number of people allowed in the tent.

The number of people allowed in a tent is calculated by:

- ❖ Tents with no tables, chairs, etc.: 5 feet per person
- ❖ Tents with chairs only: 7 feet per person
- ❖ Tents with tables and chairs: 15 feet per person

For example: a 20 x 30 tent with tables and chairs would be allowed 40 people in the tent (600' ÷ 15 = 40).

SECTION II. During the Inspection

The Fire Inspector will review the following items during his inspection:

EXITS

- Exits are spaced at approximately equal intervals around the tent and are located such that all points are 100 feet or less from an exit.
- A minimum of one exit (under 10 people) is provided and not less than the number required in **Table NCFC 2403.12.s**
Occupancy load of 10-199 people requires 2 means of egress with a 72" minimum width – please contact Tammy for additional exit requirements.
- If there are more than 50 people, exit signs are required.
 - Exits must be clearly marked and installed at required doorways.
 - Exit signs require emergency lights on the sides with a battery backup to ensure that the exits are illuminated in case of a power failure.
When occupancy loads exceed 300, two separate sources of power with an emergency system are required.

FIRE PREVENTION

- Approved "NO SMOKING" signs are conspicuously posted.
- Open flames or other devices emitting flame, fire, heat, or any flammable or combustible liquids, gas, charcoal or other cooking or unapproved devices are not located inside or within 20 feet of tent while open to the public.
- Cooking tents are separated from other tents by a minimum of 20 feet, and the cooking equipment is not located within 10 feet of exits or combustible materials.
- A minimum of two "2A 10BC" portable fire extinguishers provided with a maximum travel distance of 75' to an extinguisher. They must be mounted not less than 4" from the ground and no higher than 5 feet high.
- Areas inside and within 30 feet of the tent are clear of all combustible materials and vegetation that could create a fire hazard.