



FLOWER MOUND FIRE DEPARTMENT

FIRE MARSHAL'S OFFICE

3911 SOUTH BROADWAY AVENUE | FLOWER MOUND, TEXAS 75028

PHONE (972) 874.6270 | www.flower-mound.com

TEMPORARY MEMBRANE STRUCTURE (A.K.A. TENTS, CANOPIES)

These guidelines shall be followed when a group, facility, residential subdivision, or multi-family dwelling unit within the Town of Flower Mound requests a temporary structure. A temporary structure shall be a tent, canopy, air-supported, air-inflated, or tensioned membrane structure.

All Tent and Membrane Structures for this guideline and any other guidelines or requirements of the Fire Department shall conform to the 2021 International Fire Code. This guide does not replace nor supersede any codes and ordinances adopted by the Town of Flower Mound or determinations and positions of the Fire Marshal.

I) Permits Required

- A) An operational use permit is required to install a temporary membrane structure or tent. A permit is valid from the approved time of issuance for a maximum of 180 days. The duration of the request shall be stated during the initial application and will only be valid for the dates listed on the issued permit.

II) When Required

- A) A permit is required when the tent has an area over 200 sq. ft. or the membrane structure has an area over 400 sq. ft.

III) Definitions

- A) **Membrane Structure:** An air-inflated, air-supported, cable or frame-covered structure defined by the *International Building Code* and not otherwise defined as a tent or canopy.
- B) **Tent:** A structure, enclosure, or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

IV) General Requirements

- A) Smoking, cooking, or using open flames in the tent shall not be permitted. A separate dedicated cooking tent operation shall be used if cooking is to be used. Additional requirements shall apply.
- B) Exits, with a minimum width of 6 ft. each, shall be provided and kept clear at all times. The occupant load and Table 3103.12.2 shall determine the number of exits.
- C) Hay, straw, shavings, or similar combustible materials shall not be located within any tent or air-supported structure.
- D) Warming foods and similar operations using solid flammables or devices that do not pose a fire hazard shall be permitted.
- E) A crowd manager may be required for more significant events where the total number of persons attending exceeds 1,000 or when determined by the Fire Marshal.



FLOWER MOUND FIRE DEPARTMENT

FIRE MARSHAL'S OFFICE

3911 SOUTH BROADWAY AVENUE | FLOWER MOUND, TEXAS 75028

PHONE (972) 874.6270 | www.flower-mound.com

V) Tent/Membrane Structure Requirements.

- A) A minimum of 20 ft. clear width shall be provided around the tent and shall be no closer than 20 ft. to lot lines, buildings, other temporary structures, and vehicles. Support ropes and guy wires are not included.
- B) Anchoring shall be by staking; water barrels are not permitted for tents or canopies.
- C) The structure shall not be located within a fire lane or public street.
- D) Fire apparatus access roads shall be provided.
- E) Smoking, cooking, or using open flames in the tent shall not be permitted.
- F) Approved "No Smoking" signs shall be conspicuously posted.
- G) Exits, with a minimum width of 6 ft. each, shall be provided and kept clear at all times. The occupant load and Table 3103.12.2 shall determine the number of exits. Exit signs shall be self-luminous or shall be internally or externally illuminated.
- H) A minimum of a 12-foot "fire break" shall be provided around the exterior of the tent/membrane structure that is free of guy ropes or other obstructions.
- I) Certification or affirmation of the following shall be provided by the manufacturer or providing agency:
- J) The tent or canopy shall have a label affixed or an on-site certification stating that the tent complies with NFPA 701, California State Fire Marshal, or other testing standards approved by the Flower Mound Fire Marshal's Office. The on-site certification must identify the tent's make and model and the certifying testing agency.
- K) Hay, straw, shavings, or similar combustible materials shall not be located within any tent or air-supported structure. Open flame or other devices emitting flames, fire, heat, or any flammable or combustible liquids, gas, or charcoal shall not be permitted under the tent or located within 20 ft. unless specifically approved and permitted.
- L) An affidavit or affirmation shall be submitted to the fire code official, and a copy retained on the premises where the tent structure is located. The affidavit shall attest to all of the following information relative to the flame propagation performance criteria of the fabric. [Reference 2021 IFC Section 3104.4] Certificate shall include the following information:
 - 1) Names and addresses of the owners of the tent or air-supported structure.
 - 2) Date the fabric was last treated with a flame-retardant solution.
 - 3) Trade name or kind of chemical used in the treatment.
 - 4) Name of person or firm treating the material.
 - 5) Name of testing agency and test standard by which the fabric was tested.
- M) All applicable requirements of Chapter 31, Tents, Temporary Special Event Structures, and Other Membrane Structures, shall be met.

VI) Cooking/Food Warming in Tents

- A) All devices in connection with the preparation of food shall
 - 1) be installed and operated to avoid hazards to the safety of occupants
 - 2) be of the approved type and shall be installed in an approved manor
- B) Cooking equipment installed in fixed, mobile, or temporary concessions, such as trucks, buses, trailers, pavilions, tents, or roof enclosures, shall comply with the requirements set forth by the Flower Mound Fire Marshal's Office.
- C) Food warming devices shall meet the following requirements.
- D) It is recommended that only electric devices be utilized.
- E) Chafing dishes using an open flame must be designed for this type.
- F) Chafing dish containers for the devices must be in place.



FLOWER MOUND FIRE DEPARTMENT

FIRE MARSHAL'S OFFICE

3911 SOUTH BROADWAY AVENUE | FLOWER MOUND, TEXAS 75028

PHONE (972) 874.6270 | www.flower-mound.com

- G) Only devices (such as Sterno cans) designed with chafing dishes shall be used.
- H) A snuffing device designed with the chafing dish container shall be kept near the serving area.
- I) Food serving lines shall not obstruct exits.
- J) Combustible materials or decorations shall not be used near the serving dishes.
- K) Extra fuel containers shall be kept at a location remote from the serving area.
- L) A responsible person shall be identified to ensure the devices are entirely extinguished at the end of the event before disposal. Appliances shall be disposed of when cool to the touch.
- M) The Flower Mound Fire Marshal's Office has the authority to prohibit any open fires and open flame devices in any structure, i.e., open fires and open flame devices in barns, etc.
- N) Warming foods and similar operations using solid flammables or devices that do not pose a fire hazard shall be permitted.
- O) If heating and cooking devices are approved, they shall not be located within ten ft. of an exit or combustible materials. **For cooking underneath a tent, the tent shall have a fire rating tag affixed to the tent by the manufacturer indicating compliance with NFPA 701. All frying processes shall include a "K" Class Fire Extinguisher.** A minimum of 3 ft. clearance shall be provided from the inside material of the tent, canopy or membrane structure, and the interior contents.

VII) **Fire Extinguishers**

- A) Each vendor/tent must have a 2A10BC-rated fire extinguisher.
- B) Any cooking operation involving combustible cooking media (frying vegetable or animal oils and fats) requires a Class K-rated extinguisher and a 2A10BC-rated fire extinguisher.
- C) Any solid fuel cooking operation (wood/charcoal) must have a minimum 2.5gal Class K extinguisher.
- D) All fire extinguishers, regardless of type, shall have a visible and current inspection tag.
- E) All fire extinguishers shall be within 20 feet of cooking equipment.

VIII) **Compressed Gas Cylinder Requirements**

- A) Propane shall be limited to one 20-pound cylinder per appliance for residential-type cooking devices, 60 pounds for appliances rated at 80,000 BTU/hr., and 120 lbs. for appliances above 80,000 BTU/hr. Propane cylinders must be secured in an upright position.
- B) Cylinders/tanks in storage shall be located to minimize exposure to excessive temperature, physical damage, or tampering. The Flower Mound Fire Marshal's Office will approve the location for spare cylinder storage.
- C) Cylinders/tanks shall be in the good physical condition and shall have a hydrostatic date stamp.
- D) Cylinders/tanks shall be secured upright with an acceptable method that prevents the tank from tipping over.
- E) Cylinders/tanks shall be protected from vehicle traffic.
- F) Cylinders/tanks shall be located at least 5 feet from any doorway or opening (10 feet if only one means of egress), cooking or heating equipment, or open flame device.
- G) Flammable gas cylinders (attached to a device or unattached) shall not be stored in a structure, tent, or on a porch, deck, or balcony. All LP-gas containers shall be a minimum of 10 ft. from all tents, canopies, or membrane structures.
- H) Flammable or combustible liquids shall not be stored in any tent, canopy, or membrane structure and should be kept a minimum of 50 ft. away.



FLOWER MOUND FIRE DEPARTMENT

FIRE MARSHAL'S OFFICE

3911 SOUTH BROADWAY AVENUE | FLOWER MOUND, TEXAS 75028

PHONE (972) 874.6270 | www.flower-mound.com

IX) Generators

- A) Portable generators
 - 1) Shall not be operated or refueled within buildings, on balconies, or on roofs.
 - 2) Shall be positioned so that the exhaust is located as follows:
 - (a) At least 5 ft away from building openings or air intakes.
 - (b) At least 10 ft in any direction from a tent or membrane structure.
 - (c) The exhaust shall be directed away from any structure.
- B) During refueling of gasoline-powered generators or other equipment:
 - (a) Turn off open flame devices in the area during refueling.
 - (b) Allow the motor to cool.
 - (c) Refill from an approved safety vessel.
 - (d) Wipe away any spillage on the unit.
 - (e) Have a responsible adult present with the knowledge and ability to use a fire extinguisher. That responsible adult has the fire extinguisher in hand and is ready to act in an emergency.
- C) Mobile (large) gasoline-powered generators shall be fueled during the off hours.
- D) Storage of gasoline on the site shall be at the direction of the Flower Mound Fire Marshal's Office.
- E) Extension cords of 12-gauge wire with ground and GFCI connection shall be used.
- F) Extinguisher located within thirty (30) feet of the generator.

X) Grills & Pits

- A) No grilling with charcoal or wood is allowed under any tented structure.
- B) Heating and cooking equipment shall not be located within ten feet of exits or combustible materials. Tents with sidewalls or drops where cooking is performed shall be separated from other tents or membrane structures by at least 20 feet.
- C) Outside BBQ pits with stacks must have a five (5) feet clear circumference from combustibles, a 15 feet clearance above the stacks, and a distance of ten (10) feet from any permanent structure canopies or other tents.
- D) Homemade LPG appliances will be inspected individually and may not be authorized without an engineer's certificate.