



City of Anaheim
Fire Department
Fire Prevention Bureau



Specifications and Requirements

Subject: TENTS, CANOPIES AND TEMPORARY MEMBRANE STRUCTURES

References: California Fire Code, 2001 Edition, Article 32, Section 3201

These specifications and requirements shall apply to those receiving a Special Event permit from the City of Anaheim Planning Department, prior to applying for a fire department permit for tents and canopies.

Tents and temporary membrane structures having in excess of 200 square feet, and canopies in excess of 400 square feet, must have a permit from the Anaheim Fire Department prior to installation.

A permit application may be obtained at the Fire Prevention Bureau located at 201 S. Anaheim Boulevard, Third Floor, Anaheim, California.

The following must be submitted with the permit application:

1. Flame Retardant Certification.
2. Site Plan, specifying the following:
 - Location of tents/canopies (which shall not be located within 20 feet of property lines, buildings, vehicles, and/or heat generating equipment). For determining required distances, support ropes shall be considered as part of the temporary membrane structure.
 - Square footage of the canopy/tent
 - Number of tent walls.
 - Location of any fire lanes.
3. Floor Plan, specifying the following:
 - Location of exits (include size, type and etc.).
 - Location of fire extinguishers (minimum 2-A:10-B:C with current service tag).
 - Location of "No Smoking" signs.
4. Diagram for interior type of event, specifying the following:
 - Location of chairs, tables, merchandise and exhibits.
 - Occupant load for event. Use 15 square feet per person for events with tables and chairs. Use seven square feet per person for events without tables and chairs. An approved occupant load will be listed as a requirement of permit when it is issued.

For further information regarding these requirements contact: Fire Prevention Bureau at (714) 765-4040 between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday.