



Fire Marshal's Office
203 Commerce Blvd
Round Rock, TX 78664
Office (512) 218-6628
firemarshalsoffice@roundrocktexas.gov



ROUND ROCK FIRE DEPARTMENT

FIRE MARSHAL'S OFFICE

TEMPORARY TENT AND MEMBRANE STRUCTURE GUIDELINES

This document is designed to provide guidance for the use of temporary use tents and membrane structures. This document only serves to provide the public with information they may need to prepare for a fire safety inspection. It is the discretion of the fire safety inspector to determine if additional safety measures are needed to issue a permit for the structure being inspected. An inspection and permit are required if a tent or membrane structure meets the following criteria:

- Tents **with no walls** over 700 square feet.
- Tents or Membrane Structures **with walls** over 400 square feet.

GROUND INFORMATION

- Tents with one or more wall and membrane structures having an area of more than 400 square feet shall not be erected, operated, or maintained for any purpose without first obtaining a permit and approval from the fire code official.
- Surface must be stable, level, and hazard free.
- Tent must be located a minimum of 50' from building exits unless approved by fire code official.
- Tent must be located a minimum 20' from buildings unless approved by fire code official.
- Tent must not block access to fire safety equipment, fire lane, or utility access of nearby structures.
- The aggregate area of multiple tents placed side by side will not exceed 700 square feet.
- Structure assembly must be sound and utilize standard manufacturer connection methods.
- Use of stakes to secure tents will only be permitted where preapproved by fire official.
- Tents or membrane structures and their appurtenances shall be adequately roped, braced, and anchored to withstand the elements of weather and prevent against collapsing. Documentation of structural stability shall be furnished to the fire code official on request.

FIRE SAFETY

- Membrane structures or tents shall have a permanently affixed label bearing the size and fabric or material type and certify that the materials meet the flame propagation performance criteria of NFPA 701.
- Occupancy limit posted if >50 occupants.
- 'No Smoking Permitted' sign must be posted in a conspicuous location at the discretion of the fire code official.
- Grounds must be clear of dry vegetation.
- Open flame or other devices emitting flame, fire, or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or membrane structures.
- Cooking with grease laden vapors or open flame is not permitted under temporary structure.
- Fire extinguishers will be provided where required by the fire code official. 5LBS ABC (Within 75' and for other special hazards. 2A 10BC this is the UL for a 5lb)
- Proper utility connections must be provided. Electrical extension cords must not be attached to the frame of the tent.

EGRESS (Mostly for enclosed/walled tents.)

- Exits must be clearly marked with proper signage.
- Emergency lighting will be provided where required by the fire code official.
- Proper lighting must be provided to allow sufficient visibility to accommodate egress from the tent structure.

MISCELLANEOUS

- A public address system or device may be required by fire code official for large area tents that will be used for assembly purposes.
- A Safety Liaison with access to contact Emergency Services on their person, may be required to be on standby at the fire code official's discretion while tent is at a pre-designated occupant capacity.