



SPECIAL EVENTS RULES 2015 International Fire Code

- **Crowd Managers.** For events having over 1000 participants, trained crowd managers shall be established at a ratio of one crowd manager to every 250 persons (IFC403.12.3 and 403.12.3.1)
- **Public Safety Plan.** Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety (IFC403.2)
 - Large gatherings have the potential to hamper the ability of the fire department and other emergency responders to access and protect buildings and building occupants.
- **Fire department access roads** shall have and maintain a clear and unobstructed width of 20 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.
 - *The dimensions are established to give fire apparatus continuous and unobstructed access to buildings and facilities.*
 - *The intent is to provide space for apparatus to pass one another during operations. When an engine company is connected to a fire hydrant parallel to the discharge port on the pump, the horizontal distance that is needed to insure the large-diameter hose does not kink can be considerable. With hose lays and passing apparatus, twenty feet is minimum required for fire operations.*
 - *Temporary road block barriers, traffic cones, limited small pop-up tents are allowed within this 20 foot path.*
- **All tents having an area in excess of 400 square feet** shall require advance permitting through this Department *unless open on all sides* (IFC3103.2).
 - *Permitting is ONLY required for sided tents.*
 - *Permitting should occur one month or more before event.*
 - *The code allows exceptions for camping tents, canopies no more than 700 ft², multiple canopies placed side by side with a fire break clearance of not less than 12 feet and total area covered no more*

than 700 ft², with minimum clearance of 12 feet to structures and other tents.

- *The permitting process is no-fee.*
- *The process allows review of placement of exits for sided tents, aisle ways inside of tents, marking of exit signs, placement of fire extinguishers and other life safety features.*
- **Tents which can hold over 50** or more occupants must provide this Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).
 - *Floor plans submitted in the permitting process provide the opportunity to examine exiting, aisle ways, marking of signs, placement of fire extinguishers and other life safety features before the structure is erected.*
- **Tents, canopies or membrane structures shall not be located within 20 feet** of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2)
 - *As long as the tent is 1500ft² or less, the code does not require separation distance.*
 - *If the floor area does not exceed 10,000 ft², proper exiting is provided for both building and tent (or canopy or membrane structure), and fire apparatus roads are provided, separation distance is not required.*
- **Tents must meet the flame propagation performance** criteria of NFPA 701 (IFC 3104.2).
 - *A label shall be permanently affixed bearing the identification of size and fabric or material type.*
- **Combustible materials** shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
 - *The code reads, "Hay, straw, shavings or similar combustible materials shall not be located within any tent used as an assembly (over 49 occupants).*
 - *The code allows materials necessary for daily feeding and care of animals.*
 - *The code allows for sawdust and shavings for a public performance as long as they are kept damp. Combustible materials shall not be permitted under stands or seats at any time.*
- **Smoking shall not be permitted** in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
 - *Signs must be posted for "No Smoking" within tents.*
 - *Signs need to be letters large enough to be readable and on an opposing color background. Inside the tent, one should be able to see and read a "No Smoking Sign".*
- **All open flame devices are strictly prohibited** within tents unless approved by the fire code official (IFC 3104.7)

- *The code states “open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device.*
- *Operations such as warming of foods, cooking demonstrations and similar operations that use solid flammables, butane or other similar devices which do not pose an ignition hazard, shall be approved (IFC 3104.15.4).*
- **Portable 2A:10B-C fire extinguishers shall be provided**, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
 - *Fire extinguishers are not provided by the Fire Department, however, information can be provided on obtaining fire extinguishers from the Fire Department Administration Office.*
- Any **cooking** performed within tents shall require advance approval by this Department (IFC 3104.15.3 – 3104.15.7).
 - *In order to verify open flame rules and electrical power sources are addressed, cooking requires advance approval.*
 - *Cooking tents shall be separated from other tents by a minimum of 20 feet (IFC3104.15.5).*
 - *Outdoor cooking that produces sparks or grease-laden vapors shall*
 - *not be performed within 20 feet of a tent, canopy or membrane structure (IFC 3104.15.6).*
- **Generators and other internal combustion power sources** shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).
- All **electrical/temporary power** shall be in accordance with the 2014 National Electric Code and subject to inspection from this Department (IFC 605.9).
 - *Information regarding the installation of temporary electricity for events may be directed to electrical inspectors at Jackson Hole Fire/EMS.*
 - *In the interest of public safety and fire department access, inspections can be expected from Jackson Hole Fire/EMS fire and/or electrical inspectors at any time during the event.*

Please read requirements carefully as some advance permitting and notification may be required.

If you have any further questions, you may contact me at 307-733-4732 or Fire Marshal Kathy Clay at kclay@tetonwyo.org .

Thank you for your consideration of the public’s safety and the emergency needs of the fire department.

Kathy Clay,

Fire Marshal
Jackson Hole Fire/EMS