



Sonoma County Fire District
8200 Old Redwood Hwy. Windsor CA
95492
Fire Prevention Division ~ 707-892-0167

Tent Permitting and Inspections

Application Requirements

Site Plan

The site plan shall be detailed to include the following information:

- Overall site plan to show the property and roads
- A detailed site plan
- Location of the required fire access roads
- Location of tent structures
- Location of parking
- Location of cooking or catering area
- Seating arrangement
- Location and number of exits from tent structure
- Fuel fired equipment or internal combustion engines
- Location of other structures
- Total occupant load based on use
- Size of tent structure
- Number of wall or openings

Special Details

- Anchorage type and fastening system to ground
- Distance from buildings
- Building exits near temporary tent location
- Tent manufacturer specifications, structural/anchorage information, and manufacturer installation instructions shall be submitted. Installation shall be in accordance with the approved manufacturer requirements and CFC Sections 3103.5 and 3103.8.
- Submit flame-resistance documentation required by CFC Section 3104.2 and CCR Title 19, Division 1, Chapter 8, including the manufacturer-provided registration/certificate information showing testing by a California State Fire Marshal-approved laboratory.
- Tent tops and sidewalls shall bear the required permanently affixed OSFM/State Fire Marshal registration label or stamp (Seal of Registration) and other labeling information required by CFC Section 3104.3 and CCR Title 19, Sections 334-335. Documentation shall be available for inspection.

Applicant Information

The applicant or owner shall provide a minimum:

- Name
- Billing or mailing address
- Address of tent structure location
- Contact number
- Dates the tent structure will be erected
- Date and time tent will be fully installed and ready for inspection: _____

Occupant Load and Exiting

2025 CFC Table 3103.11.2

Temporary tents and membrane structures shall provide not less than the number of means of egress shown below. Total egress width must also comply with CFC Section 3103.11.2.

Occupant Load	Minimum Number of Means of Egress	Minimum Width - Tent (inches)	Minimum Width - Membrane Structure (inches)
10 to 199	2	72	36
200 to 499	3	72	72
500 to 999	4	96	72
1,000 to 1,999	5	120	96
2,000 to 2,999	6	120	96
Over 3,000*	7	120	96

* When occupant load exceeds 3,000, total means-of-egress width shall be at least 0.2 inch per person.
CFC 3103.11.1 also requires exits to be distributed so all points are 100 feet or less from an exit.

Access, Location and Parking

Access

Fire apparatus access roads shall be provided in accordance with CFC Sections 3103.7.1 and 503, as locally amended.

Location and Parking

Tents and membrane structures shall comply with CFC Section 3103.7.2. Unless an exception applies, maintain at least 20 feet from lot lines, buildings, other tents or membrane structures, parked vehicles, and internal combustion engines. Support ropes and guy wires are considered part of the tent or membrane structure.

Signage and Emergency Illumination

Provide required no-smoking signage. Exits shall be clearly marked, and exit signs shall be provided where required by CFC Section 3103.11.6.

Exit signs serving an occupant load of 50 or more shall comply with CFC Sections 3103.11.6 and 3103.11.6.1. Means of egress illumination shall comply with CFC Section 3103.11.7 and provide not less than 1 foot-candle at floor level while occupied.