



CLARK COUNTY FIRE DEPARTMENT

Fire Prevention Bureau

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Permit Type: 105.6.34
Control Number: A.0
Effective Date: April 5, 2010

TITLE: **PLACES OF ASSEMBLY – Temporary**
(Stand alone Temporary Structures)
(Supersedes Development Services TG-065 “How to Guide”)

SCOPE: This Guideline describes the requirements for the permitting and inspection of Temporary Assembly Structures not otherwise classified as temporary membrane structures, canopies, special amusement buildings, free-standing platforms, stages and tents. These provisions apply to **outdoor temporary structures** used in the convention, trade show and exhibition industry. Any other associated activity, such as fire sprinklers, fire alarms, vehicle display, assembly, generator, etc., shall have separate permits prior to commencing those other activities.

Temporary Assembly Structures include all structures that have solid (hard shell) sides not governed by the Clark County Building Code or Clark County Fire Code.

THIS APPROVAL IS ONLY FOR COMPLIANCE WITH THE FIRE CODE. IT DOES NOT INCLUDE REVIEW OR APPROVAL OF STRUCTURAL ASPECTS OF THE TEMPORARY STRUCTURE EXCEPT AS REQUIRED BY THE FIRE CODE. IT IS THE APPLICANT'S RESPONSIBILITY TO ENGAGE A LICENSED STRUCTURAL ENGINEER TO CERTIFY THE STABILITY OF THE STRUCTURE.

PURPOSE: To standardize plan/permit requirements required by the Fire Department in accordance with the Clark County Fire Code. Temporary Assembly Structures use period is not to exceed 180 days.

This guideline exercises the Clark County Fire Department Fire Prevention Bureau's authority to require permit applicants to seek technical assistance and technical opinions according to Section 104.7.2 of the Clark County Fire Code. The technical assistance is required for evaluations of structures that are not regulated or under permits issued by Clark County Department of Development Services. The required technical report and supporting documents may also serve as Alternate Materials and Methods as allowed by Section 104.9 of the Clark County Fire Code.

DEFINITIONS:

Assessor's Parcel Number (APN): A unique number assigned to each property by the Clark County Assessor's office.

Crowd Managers: Uniformed or otherwise identified security personnel whose only duty is to provide fire reporting and evacuation assistance for the event. They are to be in continuous communication with an active Fire Command Center or an Incident Command Center for events held without a Fire Command Center.

Exit Access Travel Distance: Distance from any point within a building to an exit.

Fire Department Ingress Points: Locations where emergency responders can access the Temporary Assembly Structures.

Fire and Life Safety Professionals: Professionals with training and knowledge specific to fire protection engineering or building life safety design that are registered in the State of Nevada to provide such service.

Incident Command Center: The Incident Command Center is the location designated for managing an emergency. The facilities Fire Command Center is normally also the Incident Command Center. The location of the Incident Command Center is to be approved by CCFD.

PERMIT PROCEDURE INFORMATION:

Permit fees shall be assessed in accordance with the Permit Fee Schedule as adopted in the Clark County Fire Code. Plans and reports will be reviewed within a 4-week time frame from date of plan submittal. For applications that are expedited, additional fees shall apply. Expedited plans will be reviewed within a 2-week time frame from date of submittal.

SPECIFICATIONS AND REQUIREMENTS:

An application must be completed for each submittal. A minimum of three sets of plans and reports shall be submitted with the permit application. Plans and reports shall show compliance with this guideline.

Plans and reports shall address the following:

Required Submittals:

1. CCFD requires a Fire Protection Report (FPR) for all Temporary Assembly Structures covered by this guideline. The report shall cover the fire and life safety requirements noted below and include a statement of the Fire and Life Safety Professional's assessment of the structure. The report shall be sealed by a State of Nevada Registered Engineer or Architect. The FPR shall indicate all related

activities that occur within the structure and within 24 feet of exterior walls and identify all interior stages, platforms and booths.

2. Certification(s) of all membrane materials for the roof and walls, fabric hangings and drapes and any other textile interior finishes. Membrane materials, fabrics, drapes and textile interior finishes are to be certified as meeting the requirements of *Standard Methods of Fire Tests for Flame Propagation of Textiles and Films, NFPA 701, 1999 edition*, Test Method 2. California State Fire Marshal, Title 19 Flame-Retardant Fabric Certifications are not acceptable in lieu of NFPA 701 testing.
3. A Certificate of Insurance issued by an insurance company authorized to transact business in the State of Nevada shall be provided. The structure's Operator or Owner shall be named as the insured. Clark County Nevada, its agents, employees and volunteers shall be named as additional insured and certificate holders. The limit of liability shall be a minimum of \$1,000,000. A greater limit of liability may be required at the direction of the Chief.
4. A scaled diagram of the site for each structure submitted that includes the dimensions of all fire access lanes, fire hydrants and distance from the hydrant to the structure. It shall also include the separation distances between all structures and generators. Plans shall show a plan view of the location, including cross streets and location of nearest fire hydrant. The APN and, if possible, the address shall be provided on the plans.
5. Scaled floor plans for each level showing dimensions of egress elements and fire and life safety equipment, (i.e. fire extinguishers, exit signs, emergency lighting and fire alarm features) seating arrangements, furniture, booths, displayed vehicles etc.

Construction and Site Conditions:

6. The Temporary Structure shall have exterior and interior fire department access and fire fighting equipment shall be readily accessible. The Temporary Structure shall have exterior routes for pedestrian traffic so that personnel being evacuated from the building may have safe routes to Assembly Points.
7. All locations of the Temporary Structure are to be within 300 feet of an unobstructed fire hydrant.
8. There shall be at least 24 feet of fire separation distance between a Temporary Assembly Structure and any other structure.
9. Interior finish shall meet NFPA 701 and/or Chapter 8 of the International Fire Code as adopted in the Clark County Fire Code.

10. The highest occupied walking surface shall not exceed 30 feet above the lowest level of fire department access.
11. A minimum 24-foot wide unobstructed fire lane shall be provided on at least two sides of every structure. The approved site diagram shall show the lane continuous from the public way. Locations for Fire Department Ingress are to be identified.
12. Concealed spaces under the structures shall be provided with solid skirting to prevent storage and accumulation of debris.

Fire Suppression:

13. Automatic sprinklers are required in any Temporary Structure having a total occupied area exceeding 20,000 square feet.
14. Provide a minimum 2A10BC rated fire extinguisher for every 3,000 square feet within 75 feet of travel distance on every level.

Fire Alarm and Electrical Service:

15. A voice notification system shall be required for structures exceeding 20,000 square feet. Conduit is not required where fire alarm wiring meets NFPA 70. The fire alarm system shall be installed by individuals having a Nevada State Fire Marshal's Office F-Card. System design shall be detailed in the Fire Protection Report.
16. Electrical service shall be supplied from industrial grade wiring. Electrical installation shall be accomplished by qualified electricians.

Means of Egress – Exiting Systems:

17. Each Temporary Structure's calculated occupant load shall be based on 15 square feet per person. Other conditions, that have greater occupant loads, are to be evaluated according to Table 1004.1.1 of the 2009 edition of the International Fire Code. Structures found to exceed the maximum permitted occupant load (over crowded) shall be brought into compliance as required by CCFD.
18. Exits shall be in accordance with Chapter 10 of the International Fire Code as adopted in the Clark County Fire Code.

19. There shall be a minimum of two exits from each level above grade. Exits shall be separated by not less than 1/2 the diagonal of the space and not less than 25 feet apart.
20. At least one exit from levels above grade shall discharge to an exterior stair that has no more than one 90 degree turn.
21. The travel distance to an exit shall not exceed 100 feet.
22. Self-contained emergency lighting and internally illuminated or UL listed self-luminous exit signs shall be provided. A second emergency power circuit shall be provided if emergency lighting and exit signs are powered by an electric circuit.

Crowd Managers and Inspections:

23. Crowd Managers shall be provided for facilities or events where more than 1,000 persons congregate. The minimum number of Crowd Managers shall be established at a ratio of one Crowd Manager per every 250 persons and there shall be enough relief Crowd Managers to facilitate breaks and meal times. Where approved by the fire code official, the ratio of Crowd Managers shall be permitted to be reduced where the facility is equipped throughout with an approved automatic sprinkler system or based upon the nature of the event per Section 403.3 of the 2009 edition of the International Fire Code. The minimum qualifications for a Crowd Manager are as follows:
 - a) Be physically capable and contracted to patrol the building during the duration of the event.
 - b) Patrol the designated areas and other fire exposures continuously during the duration of the event.
 - c) Be equipped with and able to use a bullhorn, flashlight, and have equipment capable of communication (cellular or radio) with the Incident Command Center.
 - d) Be capable of and willing to direct occupants vacating the building in an emergency situation while utilizing a flashlight to illuminate the path of egress for evacuating occupants.
 - e) Be trained in the use of a portable fire extinguisher and capable of extinguishing incipient fires utilizing a portable fire extinguisher.
 - f) Be instructed in and familiar with evacuation procedures.
 - g) All Crowd Managers on the property are responsible for relaying the alarm and assisting in the evacuation.
 - h) Upon discovery of a fire or other emergency, the Incident Command Center shall notify CCFD immediately (Dial 9-1-1), then advise all other Crowd Managers of the emergency in order to obtain their assistance in notification and evacuation.

24. Commercial cooking, smoking, pyrotechnics and flame effects are not allowed in Temporary Structures

PERMIT REVISIONS AND RESUBMITTALS:

Revisions to approved plans and reports are required to be submitted and approved. Revisions will be assessed additional plan review fees. A copy of the previously approved plan and report shall accompany the revised submittal to facilitate the review. Clearly indicate all changes to the revised plans by clouding the change with a delta number to signify the date of plan change. When several changes have been made, a detailed list of changes is required.

Re-submittals to address a Letter of Correction will require a full submittal. These plans require a copy of the red lined plan from the previous submittal to facilitate the review. Clearly indicate all changes by clouding the change with the delta number to signify the date of plan change.

PLANS CHECK STATUS INSTRUCTIONS:

The status of the review can be checked by logging on to:
www.accessclarkcounty.com/fire/firedept.htm.

INSPECTION SCHEDULING INSTRUCTIONS:

When approved, an inspection will need to be scheduled. To schedule an inspection, also go to: www.accessclarkcounty.com/fire/firedept.htm. A fire inspector will review your site in accordance with the approved plans and this guideline.

The Clark County Fire Department's Fire Prevention Bureau (FPB) may perform testing, acceptance, and maintenance of fire & life safety systems as required by and within the scope and authority of the Clark County Fire Code.

This Guideline does not take the place of the Fire Code and does not take precedence over any Fire Code requirement or position taken by the Fire Chief. When a conflict exists between the requirements of this Guideline and the Fire Code or the opinion of the Fire Chief, the Fire Code or opinion of the Fire Chief prevails.

Technical Assistance, when required by the fire chief, will require a Technical Opinion and Report prepared by a State of Nevada licensed: qualified engineer, specialist, laboratory, or fire safety specialty organization acceptable to the Fire Chief and the owner. The Fire Chief is authorized to require design submittals to bear the Wet Stamp and Signature of a professional engineer.

Acceptance of Alternative Materials and Methods requires a Technical Opinion and Report prepared by a State of Nevada licensed: qualified engineer, specialist, laboratory, or fire safety specialty organization acceptable to the Fire Chief and the owner. The Fire Chief is authorized to require design submittals to bear the Wet Stamp and Signature of a professional engineer.