



# Clark County Department of Building & Fire Prevention

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**Permit Type: 104.9 – IFC 2012**

**CCFC Adopted: 07/01/2014**

**Effective Date: 09/14/2011**

**Revision Date: 04/27/2015**

**TITLE: TEMPORARY STRUCTURES – Places of Assembly**

**SCOPE:** Clark Department of Building & Fire Prevention 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 or solid (hard shell or glass) sides not governed by the Clark County Building Code or Clark County Fire Code that exceed 4,500 ft<sup>2</sup> (418 m<sup>2</sup>) in area. The roof may be made of a membrane material or solid.

**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 with fire reporting and evacuation assistance duties. 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. These are typically registered architects or engineers.

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**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 the FP.

## **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. Fire Protection Report: FP 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 ft (7.3 m) of exterior walls.
2. Fabric Flame Resistance Certificates: 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, 2004 edition. (Test Method 2 of NFPA 701 is to be used for materials with densities greater than 21 oz / yd<sup>2</sup> (700 g/m<sup>2</sup>). California State Fire Marshal, Title 19 Flame-Retardant Fabric Certifications are not acceptable in lieu of NFPA 701 testing.
3. Certificate of Insurance: 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's 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. Scaled Site Plan: A scaled diagram of the site for each structure that includes:
  - Location of the structure on the site
  - Incident Command Center
  - Dimensions of all fire access lanes
  - Fire access lanes shown by color code or shading
  - Fire hydrants
  - Spacing between structures and generators
  - Locations of outdoor displayed equipment
  - Locations of signs, fences or other items outdoors
  - Locations of cross streets
  - Locations where the fire department can enter the fire lanes from the public ways
  - Assessor's Parcel Number (APN)
5. Scaled Floor Plan: Scaled floor plans for each level showing:
  - Dimensions of egress elements
  - Fire extinguishers
  - Exit signs
  - Emergency lights
  - Fire alarm features (as applicable)
  - Seating, furniture etc.
  - Indoor displayed vehicles

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### **Construction and Site Conditions:**

6. Fire Department Access: The Temporary Structure shall have exterior and interior fire department access. Fences, signs and displayed equipment shall not obstruct access from the fire lane to the structure.
7. Exterior Routes: 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.
8. Fire Hydrants: All portions of the Temporary Structure are to be within 300 ft (9.1 m) of a fire hydrant. There shall be a clear lane at least 24 ft (7.3 m) wide.
9. Separation Distances: There shall be at least 24 ft (7.3 m) of fire separation distance between a Temporary Assembly Structure and any other structure.
10. Interior Finish: Interior finish shall meet NFPA 701 and/or Chapter 8 of the International Fire Code as adopted in the Clark County Fire Code.
11. Structure Height: The highest occupied walking surface shall not exceed 30 ft (9.1 m) above the lowest level of fire department access.
12. Openness: A minimum 24-ft (7.3 m) wide unobstructed fire lane shall be provided on at least two sides of every structure. The site diagram shall show the lane continuous from the public way. Locations for Fire Department Ingress are to be identified.
13. Sub-Floor Concealed Spaces: Concealed spaces under the structures shall be provided with solid skirting to prevent storage and accumulation of debris.

### **Fire Suppression:**

14. Automatic Sprinklers: Automatic sprinklers, installed according to the Standard for the Installation of Sprinkler Systems, NFPA 13, 2010 edition, are required in any Temporary Structure having a total occupied area exceeding 20,000 ft<sup>2</sup> (1,858 m<sup>2</sup>). A separate permit is required for the installation of automatic sprinklers. System design shall be detailed in the Fire Protection Report.
15. Fire Extinguishers: Provide a minimum 2A10BC rated fire extinguisher for every 3,000 ft<sup>2</sup> (279 m<sup>2</sup>) within 75 feet of travel distance on every level. The fire extinguishers shall be installed in conspicuous locations on hangers and brackets supplied with each unit.

### **Fire Alarm and Electrical Service:**

16. Voice Alarm: A voice notification system shall be required for structures exceeding 20,000 ft<sup>2</sup> (1,858 m<sup>2</sup>). 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. A separate permit is required for the installation of a fire alarm system. System design shall be detailed in the Fire Protection Report.
17. Electrical Service: Electrical service shall be supplied from industrial grade wiring. Electrical installation shall be accomplished by qualified electricians.
18. Transformers: Transformers shall not be located within concealed spacing in temporary structures.

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## Means of Egress – Exiting Systems:

19. Occupant Loads: Each Temporary Structure's minimum occupant load shall be based on 15 ft<sup>2</sup> (1.4 m<sup>2</sup>) per person. Other conditions, that have greater occupant loads, are to be evaluated according to Table 1004.1.1 of the Clark County Fire Code. Structures found to exceed the maximum permitted occupant load (over crowded) shall be brought into compliance as required by CCFD.
20. Exits: Exits shall be in accordance with Chapter 10 of the Clark County Fire Code. Variances from the dimensional requirements of Chapter 10 are to be noted in the FPR. Rationale for the acceptance of the variances is also to be presented. The FPR is to describe:
- Exit door dimensions and hardware.
  - Exit signs
  - Stairways – number and arrangement
  - Stair dimensions – width, riser height, tread run length etc.
  - Stair landing dimensions
  - Handrails and guards
21. Number and Separation of Exits: 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. An exit must be at least 25 ft (7.6 m) away from another exit to be considered a separate exit.
22. Stairs: When only unclosed stairs are used, at least one exit from levels above grade shall discharge to an exterior stair that has no more than one 90 degree turn.
23. Exit Access Travel Distance: The travel distance to an exit shall not exceed 100 ft (30.5 m).
24. Emergency Lighting: Emergency lighting shall be provided for all assembly and business occupancies within the temporary structure. The emergency lights shall have self-contained power an emergency power circuit connected to a redundant generator.
25. Exit Signs: Self contained internally illuminated exit signs or exit signs connected to an emergency power circuit shall be provided. As noted in the IFC, main exit doors or gates that are obviously and clearly identifiable as exits need not have exit signs when approved by FP. The locations of exit signs are to be addressed in the FPR.

## Crowd Managers and Inspections:

26. 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 Clark County 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.

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- 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 FP immediately (Dial 9-1-1), then advise all other Crowd Managers of the emergency in order to obtain their assistance in notification and evacuation.
27. Cooking, open flames gelled alcohol (Sterno) smoking, welding, pyrotechnics and flame effects or are not allowed in Temporary Structures. Electric warming tray and magnetic induction food warmers used according to their manufacturer's instructions are allowed. Continued use is subject to inspection by FP.

**APPROVAL OF PLANS IS ONLY FOR COMPLIANCE WITH THE FIRE CODE AND CLARK COUNTY DEPARTMENT OF BUILDING & FIRE PREVENTION ENFORCEMENT. IT DOES NOT INCLUDE REVIEW OR APPROVAL OF STRUCTURAL ASPECTS OF TEMPORARY STRUCTURES 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. THESE STRUCTURAL REVIEWS ARE THE APPLICANT'S RESPONSIBILITY AND WILL NOT BE REVIEWED BY THE CLARK COUNTY DEPARTMENT OF BUILDING & FIRE PREVENTION.**

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## **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.clarkcountynv.gov/building/fire-prevention](http://www.clarkcountynv.gov/building/fire-prevention)

## **PERMIT FEES:**

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.

## **INSPECTION SCHEDULING INSTRUCTIONS:**

When approved, an inspection will need to be scheduled. To schedule an inspection, go to:

[www.clarkcountynv.gov/building/fire-prevention](http://www.clarkcountynv.gov/building/fire-prevention)

A fire inspector will review your site in accordance with the approved plans and this guideline.

The Fire Prevention (FP) may witness and accept inspection, testing and maintenance of fire and life safety systems conducted by approved individuals 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 Code Official, the Fire Code or opinion of the Code Official 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 Code Official and the owner. The Code Official 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 Code Official and the owner. The Code Official is authorized to require design submittals to bear the Wet Stamp and Signature of a professional engineer.