Outdoor Carnivals and Fairs
Tents and Canopies

Scope

This application pertains to the operation of carnivals and/or places of public assemble where 10 or more persons gather in tents or canopies for entertainment, worship, deliberation, drinking or dining, education, awaiting transportation or similar uses.

Minimum Requirements for Construction Drawings

Plans which do not contain the minimum information required will not be accepted for plan check. Plans shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show that it will conform to the provisions of the adopted Uniform Codes and ordinances.

- Three (3) copies of plans (24” x 36”, or 30” x 42”) must be submitted for review.
- Copies shall all be the same size.
- Working Drawings – scale to 1/8” = 1’.
- Shall be drawn in indelible ink.
- Sheets that are cut and pasted, taped, or that have been altered by any means (pen, pencil, marking pen, etc.) will not be accepted for plan check.
- Site Plans – scale to 1” = 20’ or 1” = 40’.
- Washington State law requires that any registered professional who prepares or supervises the preparation of drawings and construction documents stamp and sign such documents.

Project Name

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<th>General</th>
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- Owner’s name, address, telephone and fax number.
- Occupant’s name, address, and telephone number, if different.
- Carnival Operator’s name, address and telephone number.

Documentation (One Set)

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- Manufacturer’s certification of flame retardancy on tents, canopies and other fabric structures.
- Certification of flame retardant treatment on floor coverings, bunting, flammable decorations or effects, including sawdust and shavings.
- Certification of structural stability in accordance with the Building Code.
Working Drawings

Yes ☐ No ☐

☐ Site plan, scale to 1” = 20’ or 1” = 40’, showing:
  - Fire apparatus access roads,
  - Event parking,
  - Fire hydrant and fire extinguisher locations,
  - Security gates,
  - Concession stands,
  - Fixed or semi-permanent rides or structures, and
  - Internal combustion power sources.

☐ Location, quantity and method of storage for fuel for internal combustion engines.

☐ Tent, canopy and other fabric structure plans showing distribution, number and width of exits.

☐ Scaled seating plan showing anticipated seating arrangements, location and width of aisles leading to exits.

☐ Location and type of reviewing stands, grandstands, bleachers and folding or telescoping seating.

☐ Location of public telephone, fire alarm or other means for notifying the Fire Department.

☐ Cross section and slope of ramps used as part of aisles, if applicable.

☐ Method of bonding loose chairs.

Please read the information below and sign before submitting your application.

Your application shall be deemed complete only if this checklist is completed and submitted along with the submittal package. Submittals nor accompanied by a checklist will not be accepted. Accuracy of the submittal package, including this checklist, is the responsibility of the applicant. Failure to submit an accurate submittal package will be considered an incomplete application by the Plan Reviewer. An incomplete submittal will result in a HOLD. A Resubmittal (new submittal package) will be required and always results in a delay.

I have checked the applicable boxes and have included those requirements in my submittal.

Print Name

[Signature]

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