



**ROARING FORK FIRE RESCUE AND TOWN OF BASALT
WINTER 2020/2021 GUIDELINES FOR TEMPORARY OUTDOOR ENCLOSURES OR STRUCTURES (TOSs)**

Submittal Requirements:

- Site Plan showing location and size of the TOS with dimensions
 - Distance of fire break passageway between building and TOS. [Note – Fire Code requires 20 feet but based on individual circumstances the Fire Department may consider an exception]
 - Distance of TOS to other surrounding structures and lot lines
 - Location of areas to be plowed of snow by Applicant
 - Location of tie downs
- Diagram for each TOS to show:
 - Seating/flooring Plan
 - Location of any heating elements
 - Location of all electrical service. Show where cords will be plugged into the circuit and where all cords will run
 - Means of egress and location of all exits
 - Location of Fire Extinguishers
 - Methods of ensuring compliance with accessibility requirements. Include diagram showing accessible access to restroom facilities. [Note - The Building Official may consider some flexibility on accessibility requirements as the building itself could be meeting this need]
- Specifications of TOS Exterior Materials
 - Specify the materials to be used for the walls, roof, and floor of the TOS
 - For any tent or membrane structure include Flame Resistance Certification per NFPA 701
 - Certificates are required for the tent [as well as any decorative material used inside the tent as requested below] Note: certificates shall be provided by whichever vendor is responsible for the respective items or materials used.
 - If it is not a tent or membrane structure, Specification for proposed product of the outside “walls” that demonstrates a minimum of Class C flame spread and smoke developed indexes
 - Structural plans demonstrating structural strength
- Specifications of Interior Furnishes and Equipment
 - Spec sheets for all equipment (heating, food service, etc.) to be placed inside the enclosure
 - Certifications for any decorative materials used inside the tent unless waived by the Fire Department
 - Documentation for interior materials must be kept on site and available upon request by the Fire Marshal
 - Plans and specifications for light and ventilation

- Other Health and Safety Items
 - Load calculations per building code.
 - Maximum Occupancy as determined by the Building Official must be posted and will be calculated in accordance with the most restrictive of the current public health regulations and building codes
- Other
 - Documentation of permission from the property owner or authorized representative.

Requirements to be aware of/information to include:

- No open flames allowed, electric heat only
 - Unless continuous 24-hour heat is required by the respective County, electric heat and lighting will be required to be on a programmable timer to automatically turn off during non-business hours or must be manually turned off.
 - Electric forced air heat is advisable where practical to reduce condensation and to introduce tempered outdoor air into enclosed spaces
- Sidewalks, public access and existing egress pathways must be kept clear and free of obstructions and tripping hazards (electric cords, tie downs, etc.)
 - Cord cover transitions or similar items shall be ramped or smooth for accessibility and shall not be placed in or negatively affect existing storm drainage patterns
- Carbon monoxide detectors and smoke detectors are required and must be installed per manufacturer's specifications and tested prior to installation
- Some form of battery operated, or battery backup emergency lighting shall be provided in the enclosure in the event of a power outage
- "No Smoking" sign/s must be installed within the TOS as per the International Fire Code.
- Fire extinguishers:
 - Each Fire Extinguisher must be a minimum of a 5-pound ABC
 - Must be hung in an obvious and easily accessible location and remain unobstructed.
 - Extinguishers must be hung on an appropriate hanger. The extinguisher itself cannot be permanently attached to the TOS (e.g., you cannot use zip ties to attach extinguisher to the structure).
 - Extinguishers must be current on annual inspection
 - Maximum actual travel distance to a fire extinguisher cannot exceed 75'
 - A type K extinguisher is required within 30' of any cooking equipment.
- Means of egress shall conform to means of egress in Chapter 10 of the IBC.
- Exit signage required is based on occupant load calculations (maximum distance to an exit can be no more than 75' travel distance).
- Open flames or fireworks are prohibited (candles, sparklers, etc.) within any TOS.
- Decks higher than 30" must include a railing, per building code (or stairs with 4 steps, including the landing). Elevated dining platforms will require an accessible route.
- Maintenance plan regarding snow removal from roofs of occupied structures/enclosures that do not provide an engineered roof snow load
- Tent tie downs must be attached and properly functioning
- Accessible route into dining area, to all accessible seating, and to a restroom is required

- Accessible dining requirements apply to all outdoor dining, contact building department directly for more info
- Nothing may be directly attached/mounted to the exterior of the existing commercial buildings without the standard review and approval process. This would include but not be limited to outdoor heaters, speakers, lighting, signage, and structures.
- A building permit will be required from the Building Official for any temporary structures over 120 square feet
- A TOS may only be permitted and in place for a maximum of 180 days
- The Town of Basalt after review of current health orders and snow and weather conditions will establish a “winterization deadline” by which all TOS must be removed.
- Following the earlier of the “winterization deadline” or 180 days from initial installation, all temporary improvements related to COVID must be fully removed.

Requirements to Comply with all Health Orders:

- The Business shall follow and shall instruct all participants to follow the most restrictive of any current Eagle County Public Health, Town of Basalt, or State health orders. The Business shall prepare and have available upon request a social distancing safety plan using the form provided on the Eagle County website meeting the most restrictive of those requirements and have it posted on-site. The Business shall comply with the face covering requirements of the State and Town of Basalt.
- Regarding occupancy levels, temporary outdoor structures will be subject to the more restrictive of the State Department of Public Health and Environment Guidelines or the Town of Basalt Building Codes. As of September 24, 2020, the State Issued the “Temporary Outdoor Structures for Restaurants and Events included as Exhibit A.
- A distance of 6 feet or more of patrons from different parties must be maintained.

Other:

- Business must comply with State and Local Liquor License requirements (contact Pam Schilling Town Clerk at pams@basalt.net or 970-927-4701).
- A TOS permit requires approval by the Fire Authority, Basalt Planning Department, and the Basalt Building Department. See attached approval form
- There will not be a fee to obtain the TOS Permit

TOS Permit
Permit No. TOS No. ____

Business Entity _____

Review and Approval by Basalt Fire Department and Town of Basalt – Not Effective until the Building Official Signs the permit:

| Organization | Approval Date | Person who Reviewed and Approved TOS | Conditions Attached (yes/no) |
|---------------------|---------------|--------------------------------------|------------------------------|
| Fire Department | | | |
| Planning Department | | | |
| Building Department | | | |

This TOB has been approved by the Town of Basalt Building Official subject to the attached conditions. The Applicant must comply with all representations in the application as amended by the attached conditions.

Rick Fout, Basalt Building Official

Date