



Terms and Conditions for Erecting Tents and Temporary Structures and Fire

Code Regulation for ALL Pit spaces

The participant agrees to comply with all staking, strapping, permitting requirements and fire code regulations mandated by the Colorado Karting Circuit, South Metro Fire Rescue, Arapahoe County Airport Authority, and the Arapahoe County Building Department. Furthermore, by setting up any membrane structure(s) at the Colorado Karting Circuit facility or participating in the event or practice day, the participant accepts full liability if their structure fails to remain within its designated pit location or causes damage to any person or property. Any violation of these terms and conditions or any fire code violations will result in immediate ejection from the facility and may incur fines and damages, as determined at the time of the violation and at the sole discretion of the Colorado Karting Circuit.

Installation Requirements for All Tents & Membrane Structures:

- Structures must be secured to the ground using at least 24” double-headed tent stakes or larger if so required by the manufacturer.
- Structures must be strapped to stakes and/or weights with a minimum of 2” ratchet straps.
- Canopies must be properly fastened or otherwise attached to frame to prevent separation.
- Groupings or rows of consumer-grade tents (EZ-UP and similar style) with any sidewalls installed may not exceed 400-sq. ft. in aggregate size.
- Groupings or rows of consumer-grade canopies (EZ-UP and similar style) with no sidewalls installed may not exceed 700-sq. ft. in aggregate size.

Safety Requirements for All Tents & Membrane Structures:

- A minimum of two points of ingress and egress must be clearly labeled with EXIT signs.
- EXIT signs must have red lettering on a white background.
- Exits from the structure must provide a clear width of 6-ft at all times.
- A minimum of one 5lb fire extinguishers must be provided in each structure.
- Structures larger than 400 square feet, or with any dimension exceeding 75’, additional extinguishers are required to ensure that no extinguisher is more than 75’ away from any point in the tent.
- Extinguishers must be clearly identifiable and remain easily accessible.



Fuel storage and fueling requirements:

- A maximum of 5-gallons of fuel per kart may be stored/maintained awaiting use.
- Fuel must be stored outside ANY tent, canopy, or other structure. Fuel may be stored in trailers with proper venting.
- Refueling of Karts or other equipment must be performed at least 20-ft from ANY tent, canopy, or other structure.

Permitting Requirements for Professional Tents:

- Professional Tents require a permit when either of the following conditions are met:
 - A tent (individually or combined when installed near other tents) with any sidewalls installed exceeds 400-sq. ft. in size.
 - A canopy (individually or combined when installed near other tents) with no sidewalls installed exceeds 700-sq. ft in size.
- When installing multiple tents, a fire break of 12-ft is required to avoid the tents being considered a single combined structure. Multiple tents spaced 12-ft apart are considered separate structures from a permit and size threshold standpoint.

How to Obtain a Permit:

1. **Create an account:** <https://aca-prod.accela.com/southmetrofire/Default.aspx>
2. **Application Submission:**
 - a. Log In to Accela
 - b. Click “new” on header bar then “create new permit application”
 - c. Accept the terms and conditions
 - d. Select “tent, canopy, membrane structure”
 - e. Use 13600 Eagle Rock Rd Englewood, CO 80112 for address and press “continue application”
 - f. Select “add new” applicant
 - g. Fill your information and click “continue”
 - h. Click “continue application”
 - i. Write “new temporary tent permit” in general description
 - j. Write details including size of tent, type of tent in the detailed description
 - k. Click “continue application”
 - l. Click “continue application”
 - m. Click “continue application”
 - n. Your application is now submitted.
3. **Permit Fee:** A fee of \$130 is required for processing the permit, you will be notified that

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your permit is approved via email once the review is complete. Once you are notified and your fee is paid, you will be able to schedule your inspection.

4. **Processing Time:** Allow up to 5 business days for the permit to be processed.
5. **Inspection:** Once the membrane structure is erected and staked, an inspection by South Metro Fire Rescue is necessary to ensure compliance with safety regulations.
6. **Contact Information:** For questions please reach out to CKC staff or contact Brad Gleason with South Metro Fire Rescue at 720-989-2251 or brad.gleason@southmetro.org
7. **NOTE:** If there are multiple tents that need permitting for a specific event, the tents can be combined into a single permit and inspection and will be subject to only one \$130 inspection fee provided all tents can be inspected in a single inspection. Contact CKC staff to coordinate combined permits and inspections.