

Guide for Schedule 1, Part 1, s.2 Exemptions for Marquees

Building Act 2004

A. Structural Considerations for Marquees

- Supply documentation showing the structural design of the marquee is suitable for the proposed site/usage.
- This documentation should be in the form of a PS1 from a suitably qualified practitioner.

B. Fire Safety Considerations for Marquees

Siting

Applies Not Applicable

- If the marquee is situated adjacent to a building make sure the existing exits to the building are maintained.
- If the existing building's or the marquee's means of escape are compromised a fire design prepared by a fire engineer will be required.
- If the marquee is situated in close proximity (i.e. within 10m) of a commercial building, check that this building does not contain fire sprinklers. If it does contain fire sprinklers, then the marquee must be separated by 3m if it is for social use (lower fire load) or 10m horizontally and 15m vertically if it is for display (i.e. higher fire loads).
- If the marquee is situated within 10m of a building that contains fire sprinklers the building insurers must be aware that the building is out of compliance for the duration of the marquee being used.
- All marquees should be more than 1m from lot boundaries.

LPG Appliances

Applies Not Applicable

- LPG inside the marquee must be limited to 10kg in total. If more than this amount is required a Hazardous Substance Enforcement Officer must provide prior approval.
- Only appliances approved for internal use can be use inside the marquee. Generally patio heaters cannot be used inside.

Portable Diesel Heaters

Applies Not Applicable

- Only to be used to preheat the marquee.
- Must be removed before the marquee is occupied.

Combined with Buildings

Applies Not Applicable

- If the marquee is to be used as an extension of an existing building or another marquee a fire design prepared by a fire engineer will be required.

Two Story Marquees

Applies Not Applicable

- Marquees with a second floor are to have a fire design prepared by a fire engineer.

Escape Route Lengths – refer to Tables 1 and 2 for guidance

Applies Not Applicable

- Where only one exit is provided the escape route length must be less than 18m.
- Where two or more exits are provided the escape route length via any exit must be less than 45m.

Exit Positions – refer to Tables 1 and 2 for guidance

Applies Not Applicable

- Where more than one exit is provided they shall be placed at approximately equal intervals around the perimeter of the marquee.

Exit Widths – refer to Site Specific Fire Safety Calculations section for guidance

Applies Not Applicable

- The total width of exits must be equal to the total number of occupants multiplied by 7mm.
- Each exit shall have a minimum width of 1m.
- Where more than one exit is provided the widest exit is not to be considered as part of the exit width calculations.
- Furniture layout shall be arranged so that adequate access to the exits is available. The widths to suit the exits.

Fire Alarm – refer to Tables 1 and 2 for guidance

Applies Not Applicable

- Fire alarm call points must be located adjacent to each exit.
- All sounders must be interconnected so that if/when any call point is activated all sounders operate.
- If the marquee has internal partitions a fire alarm may be required with less than 50 occupants.

Emergency Lighting and Illuminating Exit Signage – refer to Tables 1 and 2 for guidance

Applies Not Applicable

- Emergency lighting and illuminated exit signage only needs to be installed when the marquee is used during the hours of darkness.

Telephone – refer to Tables 1 and 2 for guidance

Applies Not Applicable

- Telephone is to be available to enable 111 calls to be made.

Evacuation Procedure – refer to Tables 1 and 2 for guidance

Applies Not Applicable

- Evacuation procedure must satisfy the NZ Fire Service requirements prior to occupation.
- Where the marquee is attached to another building the existing evacuation scheme for the building must be amended to incorporate the marquee.

Fire Extinguishers – refer to Tables 1 and 2 for guidance

Applies Not Applicable

- Portable hand-held fire extinguishers shall be provided and located beside all electrical and LPG equipment.

Table 1 - Fire Safety Precautions - Required

Number of occupants	Means of Escape (exits)	Exit Signage	Illuminated Exit Signage	Fire Alarm	Telephone	Evacuation Procedure	Fire Extinguishers	Emergency Lighting Throughout
Up to 50	1	Yes	No	No	Yes	Yes	No	No
51 to 100	2	Yes	No	Yes	Yes	Yes	No	No
101 to 250	2	Yes	No	Yes	Yes	Yes*	No	No
251 to 500	2	Yes	Yes	Yes	Yes	Yes*	Yes	Yes
501 to 1000	3	Yes	Yes	Yes	Yes	Yes*	Yes	Yes
1001 to 2000	4	Yes	Yes	Yes	Yes	Yes*	Yes	Yes
Over 2000	Specific Design by a Fire Engineer							

*To be approved by the New Zealand Fire Service

Table 2 – Occupant Densities

Area	m ² / person
Bar standing area	0.5
Loose seating	0.8
Bar sitting area	1.0 (or number of seats)
Restaurants, dining rooms, loose seating with tables	1.1 (or number of seats)
Dining, beverage & cafeteria spaces	1.25
Exhibition areas, trade fairs	1.4
Showrooms	5
Furniture, floor covering, large appliance, building supply & Manchester retails spaces	10
Kitchens	0.1
Fixed seating areas	Number of seats

Site Specific Fire Safety Calculations

Calculate Occupant Numbers:

Marquee area m² / occupant density = occupants

Calculate Exit Width:

[occupants X 7mm] / [no.exits -1(widest)] = mm (min. 1000)

C. Sanitary Considerations for Marquees

Calculate Sanitary Facilities (over 80 occ.):

[occupants -80] / 50 = +3 = Fixtures (rounded up)

(must include 1 accessible unit for 1 – 300 occupants or 2 accessible units for > 300)

Table 3 – Personal Hygiene Facilities

Occupant Numbers (Standard Facilities)	Number of Fixtures
1-5	1
6-40	2
41-80	3
>80	Add 1 per 50
Occupant Numbers (Accessible Facilities)	Number of Fixtures
1-300	1
>300	2