

**TOWN OF EATON
FIRE MARSHAL'S OFFICE**

DEPARTMENT OF PUBLIC SAFETY
CODE ENFORCEMENT OFFICE
FIRE MARSHALS OFFICE
Lawrence P Cesario
Code Enforcement Officer
Fire Marshal

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APPLICATION FOR TENT PERMIT

Name _____ Phone # _____

Address _____

Owner of Property _____ Date _____ 20 _____

Location of Tent _____ Tent Size _____ X _____

Date(s) of Uses _____

This permit shall be issued per the 2020 International Fire Code Chapter 31, Section 3101 thru Section 3105. All permits shall be issued for a maximum of thirty (30) days.

Tents, canopies, and membrane structures having an area of 400 square feet or more shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the Fire Marshal or Code Enforcement Officer. ALL COOKING TENTS SHALL REQUIRE A PERMIT

All tents, canopies, and membrane structures shall meet the following

1. No portable heaters shall be used in the tent, canopy, or membrane.
2. All decorative material, if used, shall be of flameproof material.
3. Adequate exits shall be provided as per inspection.
4. All exits and aisles shall be kept clear at all times. Aisles to be 44" inches minimum in width
5. IFC 3104.20.2 Crowd Managers. There shall be trained crowd managers or crowd manager/supervisor for every 250 occupants as approved.

6. IFC 3104.4 Tent or Membrane Structure Certification

1. Name and address of the owners
2. Date the fabric was last treated with flame-retardant solution
3. Trade name or kind of chemical used in treatment
4. Name of person or firm treating the material
5. Name of testing agency and test standard by which the fabric was tested



7. **IFC 3103.8.6 Fire Break.** An unobstructed fire break passageway or fire road not less than 12 feet wide and free from guy ropes and other obstructions shall be maintained on all side of all tents and membrane structures unless otherwise approved by the fire code official.
8. **IFC 3104.2 Flame propagation performance treatment.** Material must meet the flame propagation performance criteria of Test Method 1 or Test Method 2, as appropriate, of NFPA 701 or shall be treated with flame retardant in an approved manner and meet the flame propagation performance criteria of Test Method 1 or Test Method 2, as appropriate, of NFPA701 and that such flame propagation criteria are effective for the period specified by the permit.
9. **IFC 3103.9 Anchorage required.** Tents or membrane structures and other appurtenances shall be adequately roped, braced and anchored to withstand the elements of weather and prevent against collapsing.
10. **IFC 3104.6 Smoking.** Smoking shall not be permitted in tents or membrane structures. Approved No Smoking Signs shall be conspicuously posted at all major entrances.
11. **IFC3104.7 Open or exposed flame.** Open Flame devices shall not be allowed inside or within 20 feet of the tent or air supported structure unless approved by the Fire Marshal or Code Enforcement Officer.
12. **IFC 3104.12 Portable fire extinguishers.** Portable Fire extinguishers shall be provided as required by Section 906. Having a third-party inspection and locations identified by signage.
13. **IFC 3104.15.5 Cooking Tents.** Tents with sidewalls or drops shall be separated from other tents or membrane structures by not less than 20 feet.
14. **IFC 3104.15.6 Outdoor cooking.** Outdoor cooking that produce sparks or grease-laden vapors shall not be performed within 20 feet of a Tent or Membrane Structure.
15. **IFC 3104.16.2 LP-Location of containers.** LP-gas containers shall be located outside. Safety release valves shall be pointed away from the tent or membrane structure.
16. **IFC 3104.16.2.1 & 3104.16.2.2 Containers.** Portable LP-gas containers with a capacity of 500 gallons or less shall have a minimum separation of 10 feet. 500 or more 25 feet
17. **IFC 3104.16.3 Protection and security.** Portable LP-gas containers piping, valves and fittings that are located outside and are being used to fuel equipment inside a tent or membrane structure shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be in an approved location. Portable LP-gas containers shall be securely fastened in place to prevent unauthorized movement.
18. **IFC 3104.19 Separation of generators.** Generators and other internal combustion power sources shall be separated tents or membrane structures by not less than 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.

