



BUILDING AND SAFETY SERVICES

TENT AND MEMBRANE STRUCTURES PERMIT REQUIREMENTS

Definition:

A tent is defined as a structure, enclosure or shelter, with or without sidewalls or drops, constructed of fabric or pliable material supported by any manner except by air or the contents that it protects. Tents can be temporary or permanent structures.

Tent and other membrane structures needing a permit:

- Tents with one or more sides over 400 square feet. *(Single or combine sq. ft.)*
- Tents open on all sides over 700 square feet. *(Single or combine sq. ft.)*
- Cooking tents used in an aggregate configuration. *(Ten foot separation)*

To avoid the permit requirement on multiple tents there must be a 12 foot space every 400 to 700 sq. ft.

Permitting process:

- All tents and other membrane structures shall comply with Chapter 31 of the 2012 International Fire Code.
- Apply for the permit well in advance of your event. A 30 day permit review period is required.
- Apply for permit at the City of Canton, Building and Safety Services office located at 110 Academy Street, Canton, GA 30114.
- The application will be reviewed for compliance to the fire code and a permit fee will be accessed.
- All Checks should be made payable to the **City of Canton**.
- A temporary permit will be issued upon the physical inspection of the location and structure.

Permit fees:

- A building permit and /or temporary use permit fee of \$100.00 will be accessed for tents or membrane structures.

Permit Application:

The permit application should contain the following:

- A complete site plan including fire hydrant locations, fire access roads, property lines locations and nearby structures along with distances to the proposed tent / membrane structure site.
- A complete floor plan including means of egress locations, seating arrangements, merchandise locations, aisles widths, fire extinguisher locations and any electrical equipment used.
- A complete description of tent / membrane structure construction and type (tensioned structures, air supported or air inflated) including type, amount and configuration of anchoring methods.
- Location and type of heating or cooking equipment if any.
- A flame propagation performance treatment certification (flame retardent certificate).
- A letter of permission from the property owner.
- A business license from the tent rental company
- The time period for which the tent or structure is intended to be in place. No longer than 180 days within any 12 month period at a single location or premises.

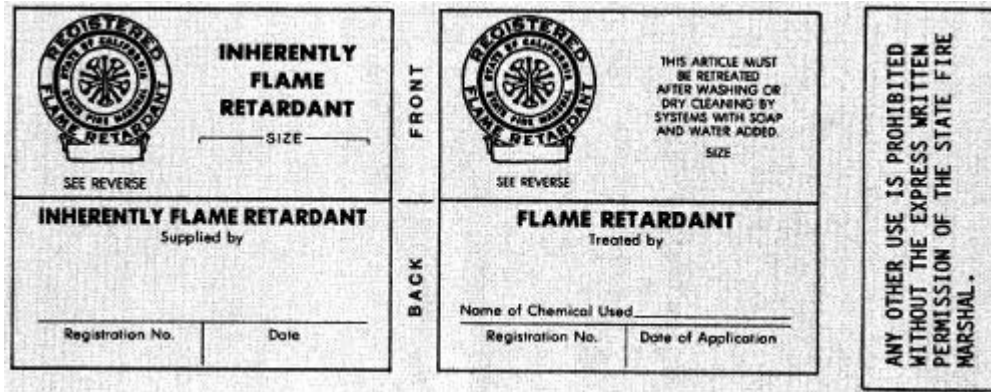
General Requirements for all Tent/Canopies & Temporary Structures:

- All tents and membrane structures ***must be properly secured*** in case of wind (40 mph basic wind speed and 90 mph 3-second gust). Securing of the structures is the responsibility of the owner/operator (refer to IBC 1609)
- A portable fire extinguisher with a minimum **2A10BC** rating must be accessible within **75** feet walking distance of all tents/temporary structures, at a minimum, as required by section 906 of the IFC. All extinguishers require a ***current inspection tag***. Inspection tags are required annually.
- No smoking signs must be provided in each permitted tent.
- Exits shall be clearly marked and lighted when the exits serve an occupant load of **50** or more.
- All compressed gas bottles must be secured at all times to prevent them from tipping over.
- Tents or membrane structures shall not be located within **20** feet of lot lines, buildings, other tents / membrane structures, parked vehicles or internal combustion engines.
- No combustible waste can be stored within **30** feet of a tent or temporary structure.

Cooking Tents or Areas:

In addition to the general requirements, cooking tents must also meet these requirements:

- A *flame retardant certification* seal must be visibly affixed to the tent:



- Tents where cooking takes place, or cooking tents in an aggregate configuration, must be at least **20** feet from any building or other tents. Aggregate cooking tents will maintain **10** foot separation from adjacent cooking tents.
- A portable fire extinguisher with a minimum **4A40BC** rating must be provided for each tent where cooking is taking place. If there are grease laden vapors present, a type **K** extinguisher is **also** required. (i.e.: deep fat frying) Inspection tags are required annually.
- LP gas cylinders, up to **500** gallons, must be stored outside and kept a minimum of **10** feet from any other structure. Cylinders capable of holding **501** gallons and greater shall require a **25** foot separation.
- Any open flame cooking or heat cooking will be **supervised by an adult at all time**. This adult will serve as a fire watch and standby personnel to take prompt measures for extinguishment of fires that occur and assist in the evacuation of the public from the structure.

For assistance with permit or regulatory questions please call - 770-704-1553