



LANCASTER FIRE MARSHAL DEPARTMENT TENT PERMIT INSPECTION REQUIREMENT



Site Requirements:

- Submit Permit Application and applicable fee to the Fire Marshal’s office (address above).
- A Fire Inspection will be required prior to opening.
- No open flame heaters.
- Open or cooking flame prohibited in or within 20’.
- Must be no electrical hazards.
- There is a 10-day maximum time operational time.
- Post “NO SMOKING” signs.
- Flame Retardant Certificate; combustible materials are restricted.
- One (1) 2A10BC Fire Extinguisher per 3,000 square feet and must have a current inspection by a licensed fire extinguisher company.
- Letter from the property owner authorizing use of the property.
- Must have a detailed site plan and Floor plan showing means of egress, seating capacity and seating arrangement.
 - Plans must be inspected and approved.
- Contact the Community Relations Division at 972-218-1301.

Size & Location:

- Tent must be securely anchored to the ground.
 - Concrete buckets are not allowed.
- Aisle for fixed seating must be 44” wide.
- Tents are only allowed to be joined by means of corridors.
 - Exit door shall be provided at each end, not less than 12’ from one door to the next.
- Documentation of structural stability and anchorages must be provided.
- Minimum clearance of 12’ from all structures and other tents.
- Larger tents must be 50’ from any other tent(s).
- Tents are not to be located within 20’ from lot lines.
- A 12’ Fire Break on all sides free from obstructions and guy ropes.
- Support ropes and wires are considered part of the tent when calculating distances.
- Fire apparatus access roads shall be provided.

Exits:

- Exits shall be spaced at equal intervals around the perimeter of the tent(s). All points must be 100’ or less from Exit
- If tent is over 400 square feet, two exits will be required and Exit signs. If tent is enclosed, Exit signs must be illuminated.
- Exit openings must stay open or swing out.
- Each tent Exit- No less than two on any:

Occupant Load	Means of Egress	Width
199	2	72”
499	3	72”
999	4	96”
1999	5	120”
2999	6	120”

Should any inspection fail for noncompliance with City Codes a second inspection is required, and an additional fee of \$50.00 will be charged. This fee will increase by \$50.00 for each subsequent re-inspection.