

# FIRE DEPARTMENT

CITY OF VENTNOR  
DEPARTMENT OF PUBLIC SAFETY

**Thomas M. Halpin, Jr., Fire Official**  
Joseph Iannuzzelli, LT – Fire Inspector



20 N. New Haven Avenue  
VENTNOR, N.J. 08406

Phone: 609-823-7943  
Fax: 609-823-7767  
E-mail: thalpin@ventnorcity.org

## Tent & Canopy NJ State Type 1 Permit \$ 54.00

Date: \_\_\_\_\_

### Applicant:

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Request for Fire Safety Permit:

( ) Tent – enclosed on more than 25% of the sides

( ) Canopy – open on at least 75% of the sides

Size of Tent (s): \_\_\_\_\_

Note Tents/Canopy: falling in any categories below shall require a separate permit from the Ventnor City Construction Department

( ) greater than 140 feet in any direction, or

( ) greater than 16800 square feet in area, or

( ) in use more than 180 days, or

( ) which have a permanent anchoring system, or

( ) which are used between November 1<sup>st</sup> and March 31<sup>st</sup>, or

( ) contain platforms greater than 11 feet in height

( ) any electric attached to the tent

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## This Application must be accompanied by the following:

- ( ) A site plan showing location of the tent/canopy in relation to property lines and other nearby structures.
- ( ) A floor plan showing the set up under the tent/canopy including location and dimensions of tables or dance floor.
- ( ) A copy of the Flame Certificate from the tent/canopy Manufacturer showing fabric meets the requirements of NFPA 701
- ( ) Fire Extinguishers are required in each tent/canopy. Minimum rating of 2A \_ 10:BC fire extinguisher for each 3000 square feet and 75 feet travel distance.
- ( ) No Smoking signs in each tent/canopy.
- ( ) Cooking is prohibited in any tent/canopy occupied by the Public/Guests.

NOTE: for tents, the number, location and type of exits MUST be shown on this floor plan. EXIT signs and emergency light are required.

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Event location: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Total Number of occupants expected to utilize the tent/canopy:

\_\_\_\_\_

Date(s) of Use: \_\_\_\_\_

Hours of Use: \_\_\_\_\_

Tent/Canopy will be set up and ready for Inspection on

Date: \_\_\_\_\_ Time: \_\_\_\_\_

The following will be used/installed in the Tent/Canopy:

- Electric Lighting
- Electric Power
- Heating Equipment
- Platforms, including dance floors
- Tables and chairs for dining
- Other please describe
- None of the Above

I hereby acknowledge that I have read this application, that the information given is correct, and that I am the Owner, or duly appointed person, authorized to act in the Owner's behalf and as such hereby agree to comply with each applicable requirements of the Fire Code as best as any specific conditions imposed by the Fire Official.

\_\_\_\_\_

Applicant signature

\_\_\_\_\_

Name/Title

\_\_\_\_\_

Date

FOR OFFICE USE ONLY

Date Paid: \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Check Number: \_\_\_\_\_ Permit #: \_\_\_\_\_

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## TYPE 1 PERMIT: REQUIREMENTS FOR TENTS

**FEE: \$ 54.00**

1. Two weeks' notice is required prior to any permit Inspection.
2. Tents/Canopies are required to have a Type 1 Fire Safety Permit when they greater 900 square feet or more than 30 feet in any dimension whether it is one unit or composed of multiple units.
3. Shall be erected and secured as directed by manufacturer.
4. No open flame cooking under or within 20 feet of any tent /canopy.
5. Flame retardant certificate must be attached to each tent/canopy.
6. Tent/Canopy must be properly secured to sustain severe weather conditions.
7. Generators and other internal combustion power sources shall be separated from each tent/canopy by not less than 20 feet and isolated from public by fencing.
8. A detailed site and floor plan for tents or membrane structures with an occupant load of 50 or more shall be provided with each application for approval. The tent or membrane structure floor plan shall indicate details of the means of egress facilities, seating capacity, arrangement of the seating and location and type of heating and electrical equipment.
9. A construction permit shall be obtained for heating, ventilation, or other electrical equipment that requires a construction permit pursuant to the Uniform Construction Code.
10. Fire Extinguishers shall be provided.
11. Cooking tents. Tents with sidewalls or drops where cooking is performed shall be separated from other tents or membrane structures by not less than 5 feet.

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Exceptions next page.

## **EXCEPTIONS:**

1. Cooking tents are not required to be separated from other cooking tents.
2. Cooking tents shall be separated from other tents having more than 25 percent of the tent perimeter enclosed with sidewalls or drops or membrane structures with an occupant load of 50 or greater by a minimum of 20 feet.

Required to follow all applicable code requirements in the New Jersey Uniform Fire Code as well as the International Fire Code 2015, New Jersey Edition.

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