



Requirements for Tents

PLACED FOR LESS THAN 180 DAYS

A permit application is required for tents and membrane structures having an area in excess of 400 square feet except for tents that are open on all sides, have a maximum area of 700 square feet and a minimum clearance of 12 feet to all structures and other tents. Multiple open sided tents placed side by side without a fire break clearance of 12 feet that have an aggregate area of greater than 700 square feet will require a permit application.

For tents placed for less than 180 days, follow all provisions of the Springfield City Code, Chapter 170, and the 2012 International Building Code (IBC), which references the 2012 International Fire Code (IFC). Specific requirements of IFC Chapter 31 include but are not limited to:

APPLICANT MUST FURNISH THE FOLLOWING INFORMATION FOR ALL TENTS:

- A site plan must be furnished which shows the tent in relationship to adjacent buildings, driveways, and property lines, as per Springfield Zoning Ordinance Chapter 155.
- IFC Section 3103.6 – Submit a detailed floor plan
- IFC Section 3103.9 – Describe tie-down system to be used for the tent
- IFC Section 3103.12 – Show means of egress on the drawings
- IFC Section 3103.12.6 – Submit exit sign layout
- IFC Section 3103.12.7 – Submit emergency light layout
- IFC Section 3104.2 – Submit flame-spread information for the tent material
- IFC Section 3104.12 – Show locations of fire extinguishers

APPLICANT MUST MEET THE FOLLOWING REQUIREMENTS FOR ALL TENTS:

- All electrical work must conform to the 2011 edition of the National Electrical Code, Article 590, Temporary Installations.
- If the building permit holder requires an extension of the 179 day Certificate of Occupancy, all of the provisions of IBC Section 3102 will apply.
- IFC Section 3103.8.1 – Maintain Fire department access
- IFC Section 3103.8.2 – Maintain 20 foot clearance to lot lines, buildings, other tents, canopies, parked vehicles, internal combustion engines
- IFC Section 3103.12.5 – Maintain aisle width requirements
- IFC Section 3104.5, 3104.21, and 3104.22 – Combustible material requirements
- IFC Section 3104.6 – Post “No Smoking” signs and enforce
- IFC Section 3104.15 – Follow cooking equipment requirements as applicable
- IFC Section 3104.16 – Follow LP gas equipment requirements as applicable

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The undersigned agrees to all of the above requirements.

Name

Address

Signature