



Tent Permit Application

2015 International Fire Code, Chapter 31

Office Address: 1025 31st St SE
Mailing Address: PO Box 5006
Minot, ND 58702
Email: inspection@minotnd.org
(701) 857 - 4102

GENERAL INFORMATION: If event site is not owned/managed by applicant, provide name and phone number for site authorization.

Applicant Name	Applicant Address
Applicant Email	Applicant Phone
Site Authorizer Name	Site Authorizer Phone
Tent Provider	Tent Provider Phone
Permit Fee: \$50.00	

EVENT INFORMATION

Event Address	Email
Type of Event: Commercial Residential	
Description of Event:	

Applicant shall supply the following information with this application:

1. Site plan clearly indicating tent location on a property, include interior plan showing seating, tables, etc.
2. Anchor Details
3. Is there food preparation in the tent? Yes No
4. Are lights and/or power provided for tent? Yes No

Plans submitted, design and executed work shall conform to 2015 IFC Chapter 31, Section 3109.1

Tent(s) size(s)	
Date of Event	Time of Event
Date Erected	Date Removed

Applicant Signature

Date

Fire Department Approval:

Reviewed By	Date
Routed to Inspections Department for Permit Issuance (Date)	
Permit Number	Picked Up/Paid For

City of Minot Fire Department Office

Tent Plan Review

Tents and Other Membrane Structures Shall Comply With Chapter 31 of the
2015 International Fire Code

General Requirements:

Approval Required.

Tents and membrane structures having an area in excess of 400 square feet (37 m²) shall not be erected, operated, or maintained for any purpose without first obtaining a permit and approval from the *fire code official*.

Exceptions:

1. Tents used exclusively for recreational camping purposes.
 2. Tents open on all sides that comply with all of the following:
 - 2.1. Individual tents having a maximum size of 700 square feet (65 m²).
 - 2.2. The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet (3658 mm), not exceeding 700 square feet (65 m²) total.
 - 2.3. A minimum clearance of 12 feet (3658 mm) to all structures and other tents.
- Provide portable fire extinguisher(s) as required by section 906 of 2015 IFC
 - Provide minimum means of egress as specified in section 3103.12 of 2015 IFC.
 - Exits shall be clearly marked. Approved exit signs shall be installed at required exit doorways when the exit(s) serves an occupant load of 50 or more.
 - Open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal, or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet (6096 mm) of the tent or membrane structures while open to the public unless approved by the *fire code official*.
 - Access, location and parking for temporary tents and membrane structures shall be in accordance with this section.
 - Generators and other internal combustion power sources shall be separated from tents or membrane structures by a minimum of 20 feet (6096 mm) and shall be isolated from contact with the public by fencing, enclosure or other *approved* means.
 - An unobstructed fire break passageway or fire road not less than 12 feet wide and free from guy ropes or other obstructions shall be maintained on all sides of tents, canopies, and membrane structures unless otherwise approved by the code official.
 - “No Smoking” signs shall be conspicuously posted.
 - The fire lane shall not be obstructed.
 - After erecting the tent or other membrane structure, call the Fire Inspector for an inspection. Call also once the tent has been removed. 701-857-4740.