



Fire Department ♦ 816 East Haley Street ♦ Midland, Michigan 48640-5684 ♦ 989.837.3410 ♦ 989.837.5716 Fax ♦ www.midland-mi.org

Midland Fire Department Tent Permit

This operational permit application is intended to be used for temporary membrane structures and tents with or without structures associated with the use.

The application shall be submitted to the Midland Fire Department no later than 10 business days prior to the intended beginning of the activity on the attached form. Applications may be submitted to Firemarshal@midland-mi.org. The below list contains the minimum requirements for temporary membrane structures and tents uses:

1. A permit will be needed from the City of Midland Building Department for any signs or banners. Building Department phone number: 989-837-3383
2. Any tent or canopy you erect shall comply with Chapter 31 of the International Fire Code (2015 edition)
3. Sec. 3103.8.1 Access. Fire Department apparatus access shall be maintained at all times.
4. Sec. 3103.8.2 Location. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines. For the purpose of determining required distances, support ropes and guy wires shall be considered as part of the temporary membrane structure, tent or canopy.

EXCEPTIONS:

1. Separation distance between membrane structures, tents and canopies not used for cooking, is not required when the aggregate floor area does not exceed 15,000 square feet.
2. Membrane structures, tents or canopies need not be separated from buildings when all of the following conditions are met:
 - A. The aggregate floor area of the membrane structure, tent or canopy shall not exceed 10,000 square feet.
 - B. The aggregate floor area of the building and membrane structure, tent or canopy shall not exceed the allowable floor area including increases as indicated in the International Building Code.
 - C. Required means of egress provisions are provided for the building and the membrane structure, tent or canopy, including travel distances.
 - D. Fire apparatus access roads are provided in accordance with section 503.
3. Anchorage required. Tents, canopies or membrane structures and their appurtenances shall be adequately roped, braced and supported to withstand the elements of weather and prevent against collapsing. Documentation of structural stability shall be furnished to the fire code official on request.
4. Maintenance of means of egress. The required width of exits, aisles and passageways shall be maintained to a public way. Guy wires, ropes and other support members shall not cross a means of egress at a height of less than 8 feet. The surface of means of egress shall be maintained in an approved manner.
5. Combustible materials. Combustible materials are not allowed.
6. Smoking. Smoking shall not be permitted. No Smoking signs shall be posted.
7. Open or exposed flame. Open flame devices are prohibited. Exception: Sterno food warmers. Cooking is prohibited unless arrangements are made with the code official.
8. Fireworks. Fireworks use within 100 feet is prohibited.
9. Portable Fire Extinguishers. **(1) 10 pound ABC fire extinguisher is required for this tent.**
10. Containers 500 gallons or less. Portable LP gas containers with a capacity of 500 gallons or less shall have a minimum separation between the container and structure of not less than 10 feet.



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Tent Permit Application \$125.00 Fee

TENT PERMITS APPLICATIONS MUST BE SUBMITTED AT LEAST 10 BUSINESS DAYS PRIOR TO THE EVENT

Name of Event: _____

Proposed Tent Address/Location: _____

Type of Event: _____

Event Date(s): _____ Operating Times: _____

Business or Group Name: _____

Contact Phone #: _____ Email: _____

On-Site Event Contact: _____ Phone #: _____

Tent Vendor: _____ Phone #: _____

Set-up Date for Tent: _____ Tent Size(s): _____

Desired Date and Time for tent Inspection: _____

Tent Conditions:

Electricity to the tent? Yes No

Cooking Appliances will be used? Yes No

Distance to the nearest building? _____

Will portable heaters be used? Yes No

Will sides be used on the tent? Yes No

Number of people expected at the event? _____

*****Tent flame propagation certificates are required. Your tent contractor can provide them. Permit may not be processed without the certificate(s).*****

Tent Invoices will be billed directly to business owners. Tent permits may be submitted electronically to FireMarshal@midland-mi.org.

Supplemental Outdoor Display/ Tent

Please complete a sketch of the site that you wish to locate your outdoor display and/ or tent.

The following information must be reflected in the sketch:

1. Nearest roads.
2. Location of all existing buildings, fire hydrants & Fire Department Connections on existing buildings.
3. Location of entrance and circulation drives and existing parking.
4. Indicate the location of the proposed display and/or tent area, measured from the center line of the road (s). Include footage.
5. Include directional arrow.
6. Include all forms of display to be used, i.e. tables, tents, signs, etc.

