



# ANN ARBOR TOWNSHIP FIRE DEPARTMENT

4319 Goss Road  
Ann Arbor, MI 48105  
734-741-5900  
Chief Mark Nicholai

## TENT, CANOPY, MEMBRANE STRUCTURE PERMIT

Under the provisions of Chapter 24 of the International Fire Code, permission is hereby granted this applicant to erect tent, canopy or membrane structure during the period specified below:

<i>Name of Applicant</i>		<i>Address of Applicant</i>
<i>Location of Tent, Canopy, or Membrane(s)</i>	<i>Date and Time Tent will be Erected</i>	<i>Phone Number of Applicant</i>
<i>Date and Duration of Event</i>	<i>Time of Event</i>	

Number of People attending: \_\_\_\_\_

Identify the purpose of the outdoor gathering and the proposed use of the tent:

\_\_\_\_\_

\_\_\_\_\_

**NOTE: If more than 300 people will be in attendance at "any transient amusement enterprise, outdoor temporary gathering, and any similar event, all or any part of which includes a theatrical exhibition, musical performance, public show, a lighting or visual display or an event involving the amplified transmission of sound (both of which may unreasonably impact adjacent public highways or properties), entertainment, amusement or other exhibition" Ann Arbor Township requires that a Special Event Permit be approved 60 days before the event in question.**

### The following information is required:

- Provide site plan showing tent, canopy or membrane location.
- Tents  $\geq$  400 sq. ft. with at least one side wall requires a permit.
- Tents  $\geq$  700 sq. ft. all must have a permit
- Provide tent, canopy or membrane size.
- Size: \_\_\_\_\_
- Provide portable fire extinguishers.
- Provide "No Smoking" signs.
- Tent side walls shall have marked exits.
- Solid fueled warming devices may be acceptable (i.e. Sterno).
- Hay, straw, shavings or similar combustible material shall not be located within any tent except the materials necessary of the daily feeding and care of animals.
- LP-gas containers with a capacity of 500 gallons or less shall have a minimum separation between the container and structure not less than 10 feet. Containers with a capacity more than 500 gallons shall have a separation not less than 25 feet.
- Generators and other internal combustion power sources shall be separated from tent structures by a minimum of 20 feet and shall be isolated from the public by fence, enclosure, etc.
- Inspection will be required by Ann Arbor Township Fire Department.
- Fee: \$50.00 per tent (Checks payable to Ann Arbor Charter Township)

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

### Township Use Only

\_\_\_\_\_  
Approved

\_\_\_\_\_  
Date Issued

\_\_\_\_\_  
Inspected by

\_\_\_\_\_  
Date Inspected