



# WASHINGTON TOWNSHIP FIRE DEPARTMENT

6200 Eiterman Rd.  
Dublin, Ohio 43016  
614-652-3920

## Tent Application Process

For Dublin 2003 Fire Code based upon the 2000 International Fire Code  
Rules and Regulations for Tent Installation

Permits are required for tents and membrane structures of 400 sq. ft. and shall comply with the Ohio Building Code and applicable provisions of Chapter 24 in the Dublin Building Code.

- Place of assembly tents (50 or more persons) requires all of the following:
  - ✓ exit and emergency lighting
  - ✓ proper number of approved exits based on the occupant load
  - ✓ no open or exposed flames inside or within 20 feet of tent
  - ✓ free of straw, hay, shavings, or similar combustible materials
- NO SMOKING shall be permitted in tents or under canopies. Approved "No Smoking" signs must be posted.
- All tents and canopies shall be flame resistant treated and the proper certification along with proper labeling affixed on the material.
- All tents and canopies must be properly anchored. (City of Dublin requires caps on all steel stakes installed on city property).
- Fire extinguishers are required in cooking and place of assembly tents. (Minimum 5lb rated 2A-10BC). Class K fire extinguishers are required with vendors using cooking oil.
- No open flame or deep fry cooking is allowed under a tent.
- Deep fryers must be under a metal awning.
- Cooking and heating equipment shall not be located within 10 feet of the exits or combustible materials.
- Flammable and combustible liquids must be stored outside in an approved manner not less than 50 feet away from structure.
- LP-gas containers 500 gallon or less shall have a minimum separation between the container and structure not less than 10 feet and properly secured to prevent unauthorized movement.
- LP-gas containers 500 gallon or more shall have minimum separation between the container and structures of not less than 25 feet and properly secured to prevent unauthorized movement.
- Generators and other internal combustion power sources shall be separated from tents/canopies by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.
- Fees for tents and canopies are based on the number of tents or canopies installed.  
#1-5 = \$50.00 #6-10 = \$75.00 #11-15 = \$100.00 #16-20 = \$150.00 #20+ = \$200.00
- ALL TENTS SHALL BE INSPECTED by the Dublin Building Division and the Washington Township Fire Department before occupancy.